



**ROSWELL**  
Budget '16

Approved Budget



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Roswell  
Georgia**

For the Fiscal Year Beginning

**July 1, 2014**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Roswell, Georgia for its annual budget for the fiscal year beginning July 1, 2014.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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ROSWELL  
GEORGIA  
SINCE 1854



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# Welcome

This Introduction section contains a list of Principal City Officials, message from the Mayor, message from the City Administrator, Budget Glimpse, City Strategy Updates, City Strategic Goals, and Priority Based Budgeting Results.



# City Council



Kay Love  
-City Administrator



Michael Fischer  
-Deputy City  
Administrator

## Department Heads



Alice Wakefield  
-Community Devel-  
opment



Dan Skalsky  
-Environmental/  
Public Works



Keith Lee  
-Finance



Ricky Burnett  
-Fire



Rusty Grant  
-Police



Morgan Rodgers  
-Recreation and  
Parks



Steve Acenbrak  
-Transportation



Pictured from left:  
Councilmember Betty Price, Councilmember Nancy Diamond,  
Councilmember Jerry Orlans, Mayor Jere Wood, Councilmember Rich Dippolito,  
Councilmember Becky Wynn, and Councilmember Kent Igleheart



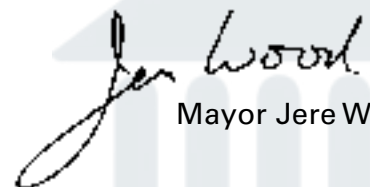
# Message from the Mayor



Roswell has never been in better condition than it is today. Our economy continues to improve and the City is thriving. Roswell's unemployment rate remains the lowest in the state at 4.5 percent. We have seen building permits issued by the City double over the last year. Thanks to the improved economy, Roswell's tax revenues have increased by \$2.5 million dollars, from \$88.7 million to \$91.2 million without increasing your tax rates. These rising revenues allow the City to improve services and invest in capital improvements for our community.

Roswell's 2016 budget funds nine new employee positions which include five police officers and two Recreation and Parks' personnel, increasing the total number of full-time City employees from 595 to 604. I have set aside \$545,000 for employee salary increases as well. Investing in our community has always been a priority for Roswell, and I have included \$6.5 million for capital projects throughout the city, including \$3.5 million to extend Sun Valley Drive to connect Highway 9 to Mansell Road, \$250,000 for sidewalks, \$800,000 to improve the East Alley off Canton Street, \$730,000 for Police equipment, and \$530,000 for Fire equipment.

These investments and the high-quality services Roswell provides for its citizens make Roswell a vibrant community and the best place to live in the state of Georgia.



Mayor Jere Wood



## Message From the City Administrator

Let's finish what we've started. It's a common enough phrase, providing foundational lyrics for countless popular songs, being touted at business meetings and in management books, serving as a reminder for us all at one time or another to focus on what we have committed ourselves to and find ways to complete projects both big and small. The foundation of the Fiscal Year (FY) 2016 Approved Budget is just that: let's finish what we've started.

The City of Roswell has continued to invest in capital projects and local infrastructure throughout the recession and the last several years. Since 2008 the City has invested \$67 million dollars in capital projects, started construction on a brand new water plant capable of providing 3 million gallons of water to the City's customers each day, prepared for a new Fire Station 4 on Old Alabama, started construction on a new indoor therapeutic pool at the Adult Recreation Center, and partnered with other North Fulton cities to build infrastructure for a new North Fulton Regional Radio System. We are proud to have made this capital investment while maintaining a "rainy day" fund of more than 25% of the General Fund expenses without any increase in the overall property tax digest. The City has averaged \$8.4 million dollars per year in capital investment and we now have several ongoing projects that have been funded, designed, and are ready for construction. By focusing on finishing what we've started, the City hopes to bring these large impactful projects to completion, improving

the City's transportation network, utility infrastructure, recreation opportunities, and public safety facilities to promote the City's vision to be the premier riverside community, connecting strong neighborhoods and the entrepreneurial spirit.

Just because the City is focusing on finishing these existing projects does not mean we are lessening our efforts or investment in capital projects. On the contrary, the Approved Budget includes over \$15.8M in maintenance and one time capital for transportation, recreation, cultural, public safety, and citywide improvements. All of these projects will better the City and align to one or more of Roswell's six strategic goals. The City is focusing on the strategic goals as follows:

### **A Safe and Secure Environment**

- Addition of five sworn officers to increase the patrol and special investigations divisions of the Roswell Police Department.
- Continuation of the replacement of portable radios for digital compliance with the new North Fulton Regional Radio System.
- Continuing to upgrade and replace our fleet of specialized fire apparatus by replacing a fire engine & a fire rescue vehicle.
- Replacing worn and dated personal protective equipment for fire department personnel with the latest life-saving technologies.

**Kay Love**  
City Administrator







- Upgrading the Police Bicycle Patrol by providing bicycles and uniforms for more officers patrolling the historic district on bikes.

**Well-Designed Livable Community with Strong Neighborhoods**

- Investing in the Groveway community by replacing water lines in the area to improve flow and supply.
- Construction of new connections between existing sidewalks and improving pedestrian safety.
- Funding for ADA accessibility in and around City buildings.

**Sustainable Infrastructure and Community Resources**

- Continuing to repair and maintain the City’s Storm Water system.
- Investing in well exploration as an alternate source of water to meet the demand of the City’s water customers.
- Continuing to provide funding for water line replacements based on analysis of the highest priority projects citywide.
- Developing a Community Emergency Response Team program to educate a volunteer group of citizens about disaster preparedness for potential hazards and training them in basic disaster response skills such as fire

safety, light search and rescue, team organization, and disaster medical operations.

**Access to Cultural, Historical, Recreational, and Leisure Opportunities**

- Replacing an outdated and well-worn playground at Riverside Park, one of the busiest parks in the entire City.
- Park Beautification funding for general repairs and improvements to improve the park experience for all Roswell citizens and visitors.
- Building an outdoor restroom facility at Barrington Hall for use by visitors and patrons renting the facility for special events.
- Providing funding for the Roswell Arts Commission.

**Economic Development and Vitality**

- Funding for Phase 1 of the East/West Alley improvements. This first phase will physically restructure the east alley of the vibrant downtown Canton Street by improving pedestrian access and overall aesthetics and will improve the Canton Street experience for Roswell’s businesses, citizens, and visitors. These improvements, both in the first phase and in expected later phases of this project should spur continued and future economic development in the historic downtown district.
- Funding of \$3.5M for construction of Phase 1 of the Sun Valley connector. This project will make a vi-

tal connection between SR9 and Mansell Road, relieving some of the congestion at the SR9/Mansell Road intersection. This connectivity will also open up new opportunities for economic development and redevelopment along the immediate corridor and within the surrounding areas.

- Funding of \$480,000 to Roswell Inc. to fund economic development initiatives citywide as outlined in the City’s Strategic Economic Development Plan.

**Good Governance**

- Setting aside \$525,000 in a Salary Contingency for Salary Study Implementation. A Public Safety Salary Study was completed in FY 2015 and a General Government Salary Study is scheduled to start in June.

- Continued replacement/renovations for facility maintenance and vehicle replacement programs.

**Prudent Financial Management**

The City of Roswell is a gold standard for financial policies and practices that have allowed it to establish and maintain a firm financial position. These policies and practices, along with the leadership of Mayor and City Council and commitment of City employees, have allowed the City to withstand the economic uncertainties of the recent past without significantly impacting



City services. Despite an average decline in property tax revenues of 2.2% since FY 2010, the City has maintained the same total property tax rate of 5.455 mills since it was reduced to that level in FY 2009. The Approved Budget maintains the same tax rate for FY 2016.

Sales tax revenues continue to demonstrate a growing local economy. Monthly sales tax revenues in FY 2015 have consistently exceeded prior year collections. For the first seven months of FY 2015 total sales tax revenues have exceeded the prior year by over 7%. The FY 2016 Approved Budget forecasts

sales tax revenues of \$23M based on anticipated economic growth in and around Roswell.

Finally, the Approved Budget is consistent with the financial policies adopted by Mayor and Council to ensure the City's financial strength. The Budget is balanced utilizing current year revenues to fund operating expenditures and maintenance capital. The Budget also maintains the City's required financial reserve policy in the General Fund of 25% of operating expenditures, resulting in over \$14M set aside to bolster the City's financial position and ability to respond to unforeseen or catastrophic events.

The FY 2016 Approved Budget carries out the City's vision by investing in those areas that are vital to the City's strategic goals while maintaining the City fiscal strength and stability, focusing on finishing what we've started.





# Better Together:

## *Roswell's Neighborhood Improvement Team Unites City Staff and Residents*

When residents and City employees work together as partners, we build a better community. This is the idea behind Roswell's Neighborhood Improvement Team (NIT), a program designed to foster relationships between City officials and citizens so they can collaborate to develop priorities and solutions.

"While City staff, officials and community organizations are all working towards the same goals for the City of Roswell's quality of life, there's often a disconnect and lack of communication among these key participants," says Alice Wakefield, Director of Community Development. "The NIT builds a bridge and creates an opportunity for all of us to work together to do the very best for Roswell."

The NIT includes City staff from Community Development, the Police Department, and the Fire Department. The program consists of monthly meetings at Roswell's City Hall among staff, citizens, businesses, and/or community organizations to discuss issues, concerns, and projects. Or, a neighborhood organization may make a special request of the NIT to present at one of their meetings held elsewhere in the City.

"The meetings can be customized in whatever way is needed: If there are code enforcement concerns, a code-enforcement expert from our Community Development team can offer resources and present tactics to address those issues. If there is a safety concern, a member of our Police Department or Fire Department might lead the discussion," says Angie Tkacsik, Code Enforce-

ment Supervisor and NIT program coordinator.

The NIT is not only good for building relationships between the City and its residents, but it also gives City departments that have individually responded to neighborhood issues in the past the opportunity to work together to address challenges.

"By coordinating resources, we can address these issues and concerns in a more effective manner to produce noticeable results," says Tkacsik. "In that way, the NIT is a win-win for all involved."

For more information about the NIT, visit [www.roswellgov.com/NIT](http://www.roswellgov.com/NIT).

***"The NIT builds a bridge and creates an opportunity for all of us to work together to do the best for Roswell."***





# A 'Complete' Reality:

*How the Roswell loop and "Complete Streets" Bring a New Level of Interconnectedness to Roswell*

Our roads are a vital part of a livable community. They are the veins and arteries of our living, breathing City, enabling us to access all Roswell has to offer. But roads need to be safe and accessible for everyone—not just motor vehicles. That's why the City of Roswell has been dedicated to creating the "Roswell Loop."

As part of the Transportation Master Plan adopted in 2006, the Roswell Loop is a series of routes throughout the City that connect Roswell's parks, schools, historic downtown district, several neighborhoods, and other city resources. The Roswell Loop is built around the idea of creating "complete streets," which incorporate multi-use paths, upgrad-

ed sidewalks, and on-street bicycle lanes to enable safe access for all users, including pedestrians and bicyclists.

"The concept of providing Complete Streets, which is a policy the Mayor and City Council adopted years ago, requires accommodations for all users of our roadway network," says Steve Acenbrak, director of the Department of Transportation. "It is a National Best Practice and one we are working hard to implement Citywide."

For several years, the City has prioritized the need for these multi-modal features, and the Roswell Department of Transportation (RDOT) has implemented them into new and refurbished roadways so that existing trails, sidewalks, and

bicycle projects connect to a certain segment of the Roswell Loop route, extending connection throughout the City.

The result is a series of projects spread over numerous years that have added to the overall Roswell Loop mileage. To date, Roswell has nearly 184 miles of sidewalk, covering about 48 percent of the City's roadways, and 59.4 miles of bicycle lanes and shoulders—and the future promises to bring more.

To learn more about RDOT's current projects, visit [www.roswellgov.com/ConeZone](http://www.roswellgov.com/ConeZone).



***"The Roswell Loop is built around the idea of creating "complete streets," which incorporate multi-use paths, upgraded sidewalks, and on-street bicycle lanes to enable safe access for all users, including pedestrians and bicyclists."***

# Greening Roswell:

## *Leading Environmental Stewardship for the Region*

Being “green” isn’t just a buzzword for the City of Roswell. Sustainability is a way of life, a goal that pervades every department, every project and is an essential consideration for future endeavors.

“Roswell is committed to being a leader in the region by reducing our environmental footprint, fostering greater environmental stewardship, and investing in programs leading to a more sustainable region,” says Michael Fischer, Deputy City Administrator.

In 2014, the City was named a Gold Certified Green Community by the Atlanta Regional Commission for leadership in implementing policies and practices that contribute to efficient and sustainable use of resources in metro Atlanta. The National Wildlife Federation (NWF) has certified Roswell as a Community Wildlife Habitat. The City is the third community in Georgia to receive this honor.

On the development front,

Roswell has established its Build Green Incentive Program, which provides incentives for community green building, workforce housing green building, WaterSense and solar installation. When it comes to the City’s own facilities, Roswell has incorporated some innovative sustainable building designs and processes. For example, the City installed light-enhancing skylights at the East Roswell Park Gymnasium that allow activities during the day to take place without supplemental lighting.

To lower overall emissions from the City’s vehicle fleet, increase vehicle life, and lower maintenance with cleaner-burning fuel, Roswell has established an alternate fuel program and has converted many fleet vehicles to propane AutoGas.

In our parks, we’ve embraced low-cost, effective, sustainable and aesthetically beautiful ways to safeguard our lands and waterways. For example, in Roswell Area Park, the City has built innovative structures called “rain gardens” designed to capture and filter stormwater run-

off from parking lots to improve the water quality of a stream that runs through the park.

In 2015, Roswell took its next big step in helping its community reduce the size of its collective footprint when it installed four Electric Vehicle (EV) Charging Stations at City Hall and two City parks. The City was among a select group of public organizations chosen to receive support through the state’s Charge Georgia program to make these stations available to the public.

The City also educates its residents about sustainable gardening practices and water conservation. And each year, in partnership with Keep Roswell Beautiful, the City hosts the Roswell Green Expo, a family-friendly event that introduces hundreds of residents to sustainable practices and local environmentally responsible businesses.

To learn more about Roswell’s sustainability practices and environmental accolades, visit [www.roswellgov.com/RoswellGreen](http://www.roswellgov.com/RoswellGreen).



***“Roswell is committed to being a leader in the region by reducing our environmental footprint...”***



# Preserving Our Heritage:

## *Providing Authentic Interpretations of the Past*

While looking to its future, the City of Roswell has never forgotten its past. To respect and honor the people and events that have come before and to provide its residents and visitors with authentic interpretations of the past, it has sought to painstakingly preserve its heritage.

Roswell was founded in 1836 when Roswell King brought his family from St. Simons Island, Georgia, to establish the Roswell Manufacturing Company, but long before King set foot on this land, the area was home to the Cherokee Indians, who called it the “Enchanted Land.” The forced relocation of the Cherokee, the enslavement of African-Americans, and the brutality of the Civil War are painful parts of Roswell’s past, but the City respects them as part of our cultural inheritance.

Since 2001, Roswell has hosted one of the largest and most comprehensive celebrations of black history and culture in the Southeast during the Roswell Roots Festival. In conjunction with Black History month,

Roots comprises almost 30 different events over the 28 days of February, ranging from music and art exhibitions to panel discussions and poetry. Roswell Roots was honored with the 2014 Gold Award for Best Cultural Event by the Southeast Festival and Events Association.

In 2014, Roswell Mayor Jere Wood and members of the City Council approved the installation of the Cherokee Memorial Project along the Chattahoochee River to memorialize those who suffered and died on the Trail of Tears. Due to the efforts of the Roswell Historical Society and the Cherokee Memorial Committee, the Roswell Cherokee Memorial was installed at the City’s Riverside Park and consists of eight boulders, each with bronze plaques that tell stories of Cherokee from the area.

For more than 150 years, Roswell’s Southern Trilogy Homes—Barrington Hall, Bulloch Hall, and Smith Plantation—have stood the test of time and have become some of the best examples of architectural, cultural, and historical preservation and interpretation found in the Atlanta region.

All three antebellum homes and their outbuildings have been painstakingly restored and preserved and are open to the public through tours, educational programs, community outreach, and events. Under the care of the City’s Recreation, Parks, Historic, and Cultural Affairs Department, the homes have been placed on the National Register of Historic Places by The National Park Service and have garnered several historic preservation awards. Most recently, The City of Roswell’s Archibald Smith Plantation received the 2014 Award for Excellence in Restoration from The Georgia Trust for Historic Preservation for the restoration of the historic home’s 164-year-old corn crib.

To learn more about Roswell’s past visit [www.roswellgov.com/southerntrilogy](http://www.roswellgov.com/southerntrilogy).

***“While looking to its future, the City of Roswell has never forgotten its past.”***





# Open for Business:

## *Roswell's Thriving Economic Development*

Business is booming in Roswell. Quite aside from the fact that Roswell can boast low unemployment and crime rates, picturesque neighborhoods, award-winning parks, a flourishing arts and cultural scene, and a rich historic district, the City's economic development efforts are facilitating opportunity and growth for business at unprecedented rates. Two factors—the creation of Roswell INC. and the new Unified Development Code (UDC)—are making it significantly easier for businesses to set up shop in Roswell.

"Roswell has never been in better condition than it is right now," Mayor Jere Wood reported during his 2014 State of the City address. "One of the best decisions our City Council ever made was to create Roswell INC."

Roswell INC. was established in 2012 to encourage strong and sustainable economic development through a public-private partnership with the City of Roswell. During its first two years alone, Roswell INC. was instrumental in bringing a significant number of new businesses to Roswell, resulting in 1,107 new business licenses issued in that

time and providing more than 2,750 jobs. Roswell INC. continues to help business grow within Roswell through Roswell Connect networking events, the Roswell Restaurant Alliance, the Roswell Business Academy, the Ombudsman Program and more. To date, more than 600 area businesses have joined Roswell INC. and continue to become stronger through the partnership.

Roswell and the other cities of the Georgia 400 Corridor have seen unprecedented growth and change in recent years. While much of the country still struggles to climb out of the economic dip of 2007-2009, the North Fulton communities are flourishing.

"The corridor is thriving," says Steve Stroud, executive director of Economic and Community Development for Roswell Inc. "We're seeing a lot of new professionals and a lot of diversity in the business."

Aiding Roswell INC. in their efforts to attract businesses to Roswell is the City's new zoning code, the Unified Development Code (UDC). Before the UDC, Roswell's original zoning had dated back to the 1970s, and in the ensuing 40 years, the planning documents had grown more complicated, inconsistent and difficult to understand.

Put into practice in June 2014, the UDC is a single tool that addresses contemporary development and zoning practices in a format that is consistent and easily understood by administrators, developers, and community members. It allows for mixed-use zoning and simplifies the processes that have hindered new businesses in the past. In addition, the UDC is now making it easier for blighted shopping centers built in the '80s and '90s to be redeveloped and revitalized.

"The UDC is a great tool to be able to put together and clean up properties. It helps the redevelopment process tremendously," said Stroud. "Now, the developer and the property owner know up-front what their expectation is for that piece of property."

Undoubtedly, the UDC has made Roswell more business-friendly. It was created consistent with the City's Imagine 2030 visioning plan and is ultimately a roadmap to a more attractive, more connected City that is better prepared for future growth while still maintaining its unique character.

***"Roswell has never been in better condition than it is right now..."***



# Living Within Our Means:

*How the City of Roswell prospered during The Great Recession*

For many American cities, the Great Recession of 2007-2009 was a devastating economic blow. Some cut essential services to residents while others raised the tax rate to continue to serve their communities. But the City of Roswell was among a handful of municipalities that not only weathered the storm but continued to provide a level of high quality services for its residents. But how did Roswell essentially recession-proof its finances? The answer lies in its conservative approach to budgeting and a high level of fiscal responsibility.

“Very simply put, we live within our means, and we save for the difficult times—all the time,” says Keith Lee, Director of Finance.

Although the recession did force the City to scrutinize its budget and make cuts to activities that were not directly related to its goals, Roswell’s solid, conservative fiscal policies helped the City withstand a difficult situation and not raise its tax rate during the recession.

Foremost among these policies is an absolute commitment to a balanced budget, meaning current

year revenues must meet or exceed current year expenses. In addition, the City has a very strong policy regarding reserves, setting aside 25 percent of the expense budget each year in case of emergencies.

Even during the recession, having the security of the reserves enabled the City to continue to confidently invest in capital and infrastructure.

“Our Council believes in the vitality of our community and continued to invest in it even during the recession to find opportunities to make it stronger and more effective,” says Lee.

For instance, even when other municipalities had to cut back on capital improvements, the City of Roswell was able to address a serious traffic congestion issue at Norcross and Grimes Bridge Roads by completing an award-winning roundabout project to improve traffic and mobility for citizens.

One of the most remarkable things about the City of Roswell’s finances during the recession is the City never actually needed to dip into its reserves. For this, Lee credits Roswell’s solid debt-management practices. The City does not over-extend its credit. Such that in times of economic strife, it does not need to increase taxes or use reserves to service debt commitments. In fact,

Roswell is one of only two cities in the state to receive a Triple-A bond rating by two rating agencies, Standard & Poor’s and Moody’s Corporation.

“The City of Roswell has a legal and moral responsibility to meet our debt commitments,” says Lee. “Our debts have never impacted our ability to deliver excellent service to our residents because our bills are always paid first.”

Perhaps most crucial factor in Roswell’s financial success during the recession was the excellent management of the City.

“You can have good policies, but if you don’t have quality management, those policies mean nothing,” says Lee. “The City of Roswell takes a holistic approach to ensure that everyone making financial decisions—from the City Administrator to Finance Department managers to front-line staff—has the best intentions of our residents in mind. In this way, we’ve created a culture of prudent financial practices among all staff.”

To learn more about Roswell’s fiscal responsibility, visit [www.roswellgov.com](http://www.roswellgov.com).

***“Very simply put, we live within our means, and we save for the difficult times—all the time.”***





# Strategic Goals

In FY 2014, the City completed the initial implementation of the Priority-Based Budgeting (PBB), a new approach to budget development. PBB is an innovative approach that has been recognized as a best practice by the Government Finance Officers Association (GFOA), International City/County Management Association (ICMA), and has been implemented in over sixty cities of all sizes across the country.

The philosophy of PBB is that resources should be allocated to those programs or services that best meet the goals and objectives that are of greatest value to the community. In other words, the services and programs provided by the City should be driven by the priorities of the community. PBB also serves as a tool for strategic decision-making as it can be utilized in all aspects of the budget process, whether deciding to continue, add, and/or eliminate a program or service.

With the assistance of the Center for Priority-Based Budgeting, the City developed a set of Results and Definitions based upon the City's previous work in developing a vision, mission, and strategic goals.

The results and accompanying definitions approved by the Mayor and City Council are provided on the following pages.

## *Vision Statement*

*To be the premier riverside community, connecting strong neighborhoods and the entrepreneurial spirit.*

## *Mission Statement*

*To provide our citizens with responsive, high-quality services in a fiscally sound manner to ensure Roswell continues to be a vibrant community.*





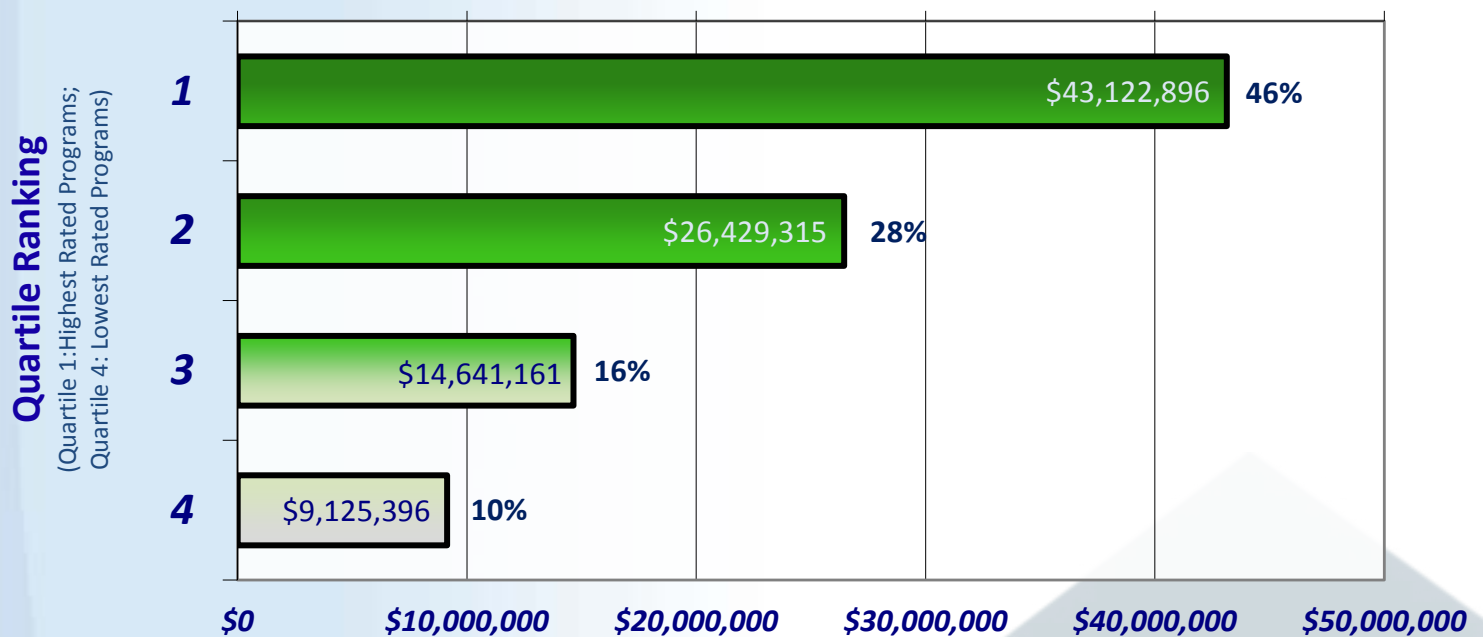
# Priority Based Budgeting Results

Upon completion of the PBB process, results of the initial implementation showed that the City was allocating approximately 74% of its resources to the highest priority programs (quartiles one and two).

The process also identified many opportunities for further study to ensure that City resources are allocated to high priority programs. Staff has developed a work plan to examine these opportunities in the coming fiscal years.

For FY 2016, the percentage of dollars allocated to Quartile 1 and 2 has increased by 1% to 75%.

## Priority Based Budgeting: FY 2016 Spending Array Perspective

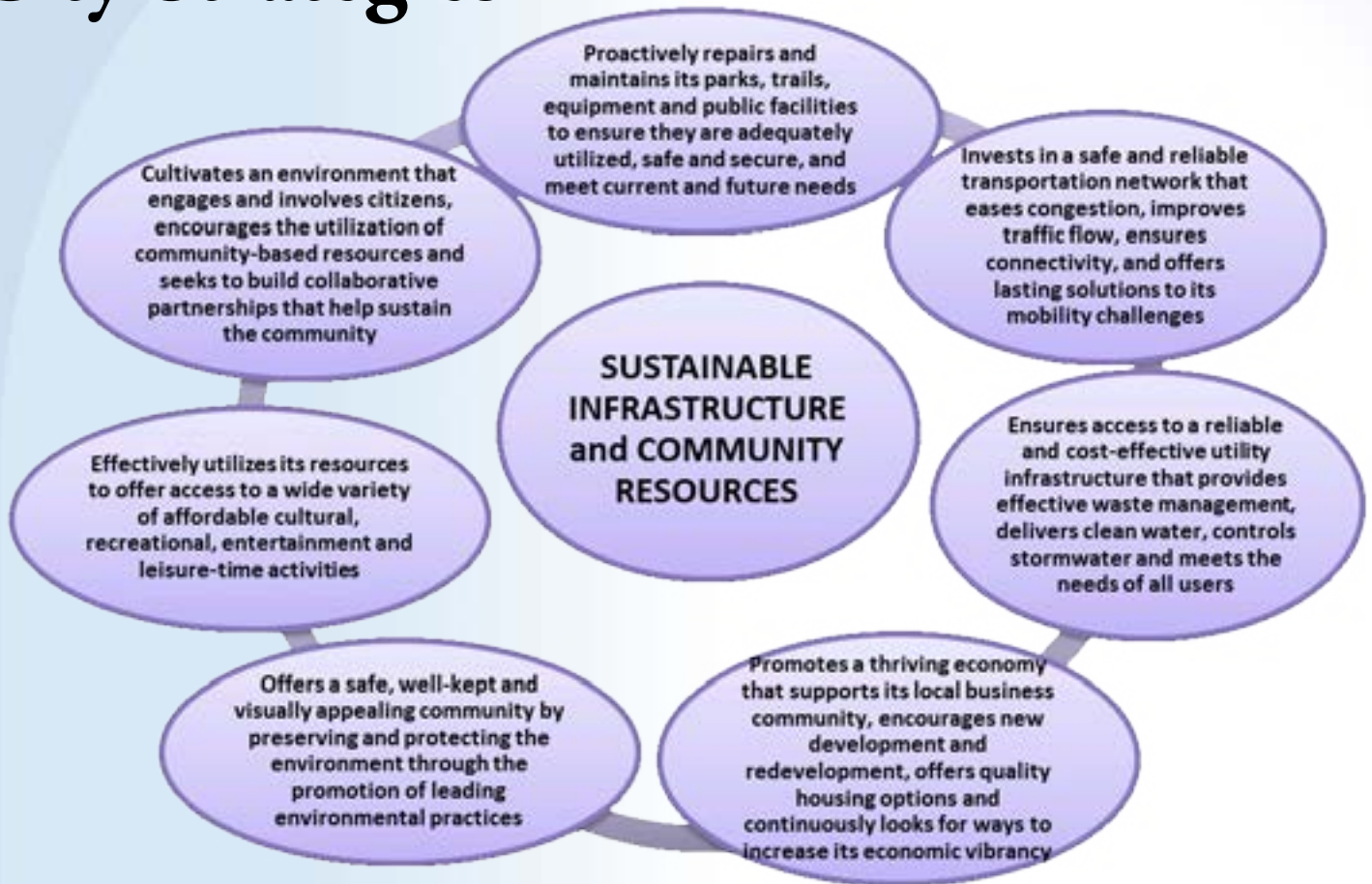


# City Strategies





# City Strategies





# City Strategies





# Financial Policies & Procedures

## Balanced Budget

The development and management of the City of Roswell's Annual Budget and Program for Services is governed by formal policies, accepted practices, and the City of Roswell's budget principles. The principles that guide the development of the City of Roswell's budget is a balanced budget where current year revenue is equal to or is greater than operating expenses and maintenance capital; unassigned fund balance is used for one-time capital and road resurfacing/reconstruction. A number of the other pertinent policies and practices are outlined in this section.



## Budget Process

The City of Roswell's budget process is designed to meet the service needs of the City by integrating the planning and implementation of City programs and objectives with the allocation of resources sufficient to support such services and projects. The framework of the City budget is built with the following purposes in mind:

- Establishes a plan of policy and operation, which allocates resources of the City to achieve specific city goals and objectives, and guides the City's activities;
- Provides management information as a comprehensive recording of information relative to both the character and scope of city activity; and,

- Establishes financial control by controlling through prioritization of programs/projects the allocation of revenue to various activities and allowing public officials, administrators, and citizens to ensure legality, accuracy, and conformity to legislative and administrative standards.

The main feature in the development of this budget document is to present the information in such a way as to be readable and understandable to the general public while providing sufficient detail in the financial, program, and policy information to guide the departments in program performance and to assist the administration and public officials in program evaluation and monitoring.

The budget cycle consists of four distinct phases: Development and

Preparation, Review and Adoption, Implementation, and Monitoring.

### Development and Preparation:

Departments develop and submit the initial budget requests to Budget staff. The departments base these initial requests on continuing and new activities and programs to meet goals established by the Mayor and Council. The Budget staff work with the City Administrator to review department requests, to compare the projected revenues against the requested expenditures by fund, and to present the preliminary budget to the Mayor. The Mayor refines the requests and develops the Mayor's Proposed Budget which is presented to the City Council.

### Review and Adoption: The City



# FY 2016 Approved Budget Calendar

	City Staff Meeting/City Staff Milestone Date
	Mayor & City Council Meetings
	Council Committee Meetings
	Holidays

JANUARY, 2015						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1/12 (5:30 p.m.) - Mayor & City Council Work Session: 1)-M&CC Goal Setting, 2)-FY 2016 Budget

1/26 (5:30 p.m.) - Mayor & City Council Work Session: 1)-Area Economic Update 2)- M&CC Goal prioritization

1/28 - Budget Kickoff for Staff

FEBRUARY, 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

2/9 (5:30 p.m.) - Mayor & City Council Work Session: 1)-Capital Priorities / CIP, 2)- General Fund 5-yr Forecast, 3)-Discussion of Bonds, 4)-Other Funds 5-Year Forecast

2/23 (5:30 p.m.) - Mayor & City Council Work Session: 1)-Capital Projects, 2)-Revenue/Fees

2/25 - FY 2016 Budget Requests due from Departments

MARCH, 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

3/9 (5:30 p.m.) - Mayor & City Council Work Session: 1)-Personnel/Benefits

APRIL, 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4/13 (5:30 p.m.) - Mayor & City Council Work Session: FY 2016 Budget -Outside Organization Presentations: Roswell Arts Commission, Downtown Development authority

4/27 (5:30 p.m.) - Mayor & City Council Work Session: FY 2016 Budget -Outside Organization Presentations: Progress Partners, Roswell C.V.B., Roswell INC.

4/27 - FY 2016 Proposed Budget presented to Council

MAY, 2015						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

5/4 (11:30 a.m.) - Mayor & City Council Work Session: FY 2016 Budget - Department Presentations

5/4 - 5/8 - Budget Staff Meetings with Council: Budget Review (2/2/2 or 3/3-to be scheduled)

5/11 - 1st Reading of Budget Ordinance and Millage Rate Ordinance - Public Hearing

5/18 - Millage Rate Public Hearing (Special Called Public Hearing - 6:30 pm)

5/27 - 2nd Reading of Budget Ordinance and Millage Rate Ordinance - Public Hearing

JUNE, 2015						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY, 2015						
S	M	T	W	T	F	S
			1	2	3	4

07/01 - FY 2016 begins

Council reviews the proposed budget, holds public hearings, and adopts the budget for the upcoming fiscal year.

**Implementation:** Services, programs, and projects in the Approved Budget are carried out by City Departments.

**Monitoring:** The City Administrator and the Office of Strategic Planning and Budgeting work throughout the year to monitor the City's budget. Each month a budget report is submitted to the Administration, Finance, and Recreation & Parks committee to provide a status report on revenues and expenditures. The Office of Strategic Planning and Budgeting also reviews and approves all check requests and requisitions for accuracy. Departments are not allowed to exceed expenditures at the department by fund level.

### **Basis of Budgeting/Accounting**

All budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Our budget is balanced, where revenues meet or exceed expenditures. Revenues and expenditures for budgetary purposes are recognized on the modified accrual basis to include encumbrances, which measures cash and all other financial assets that can readily be converted to cash. The basis of accounting for the governmental funds is modified accrual and the basis of accounting for the proprietary funds is full accrual. Full accrual recognizes economic events regardless of when cash transactions occur. So the differences in proprietary funds are events which the cash is received before or after the

event. Full accrual only requires reasonable assurance that the cash will be collected, while modified accrual accounting provides greater assurance that the cash will be available to pay liabilities when they come due.

### **Financial Policies and Procedures**

The Roswell City Council has adopted a set of financial policies to govern the financial management of the various City funds. The practice of these policies has enabled the City to maintain an AAA uninsured rating with Moody's and Standard and Poor's. These policies cover 1) Budget Amendments for expenditures, 2) budget amendments for revenues, 3) budget transfers for expenditures, 4) budget transfers for revenues, and 5) City's Investment Policy. The City of Roswell has also established procedures for 1) deposits, 2) deferred revenue, 3) disposal of assets, 4) purchasing, 5) petty cash, 6) acceptance of checks, 7) change drawer fund 8) purchasing card, 9) contracts, and 10) returned checks.

The City has developed financial policies to ensure that the City's financial resources are managed in a prudent manner. The City maintains the goal of a structurally balanced budget to achieve long-term financial stability for the community. Current revenue will be sufficient to support current operating expenditures plus recurring capital (defined as "balanced budget"). Unreserved fund balances of three months operating expenditures will be maintained in the General Fund. Additional fund balance can be used for nonrecurring capital expenses. However, if projected revenue in future years is not sufficient to support projected requirements, an unreserved ending balance may be budgeted to achieve structural balance. This year's budget is also reviewed in respect to how the decisions made this year will affect the

City's revenues and expenditures in the following years.

### **Revenue and Expenditure Policies**

Current expenditures (both operating and recurring capital) are to be financed with current revenues. Fund balance in excess of authorized reserves will be used for one time capital purchases. The City shall avoid budgetary procedures that balance current expenditures through the obligation of future resources, or which finance on-going expenditures with one-time revenues. The City shall strive to avoid short-term borrowing to meet operational budget requirements. Nevertheless, this policy shall not prohibit short-term borrowing should a critical need arise.

Revenue estimates are based on historical trends and current information. The two largest revenue sources of property tax and sales tax are based upon historical data. User fees such as water and sewer, solid waste, and participant recreation rates are based on current number of users and historical trends.

### **Budget Transfers and Amendments**

Since a budget is an estimate of revenues and expenditures, the budget management process does allow for transfers and amendments to the budget. The City of Roswell Budget Amendment/Budget Transfer process is regulated by the Official Code of Georgia Annotated and local policies. The level of control, the level at which budgeted expenditures may not legally exceed budget revenues plus allocated fund balance, is set at a minimum at the department level for each fund. Any increase in appropriation in any fund for

a Department of local government, whether accomplished through a change in anticipated revenues in any fund or through a transfer of appropriations among Departments, shall require the approval of the governing authority.

Budget Transfers of less than \$1,000 that do not change the total department allocation require approval of the appropriate Department Head. Departments may transfer a maximum of \$5,000 per year in this manner. Budget Transfers of \$1,000 or more require approval of the City Administrator. Budget Transfers cannot increase the appropriation to any Department unless revenues to fund expenditures are from Deferred Revenue and/or State or Federal reimbursement grant funds. Budget Transfers cannot exceed \$25,000 and shall not be used to fund new capital projects that have not been previously approved by the governing authority.

Budget Amendments require approval of the governing authority. Any increase in appropriation in any fund for a Department that does not qualify as a Budget Transfer, shall qualify as a Budget Amendment and require approval of Council at any regular or special meeting of Mayor and Council.

### **Capital Improvement Program**

The Capital Improvement Program (CIP) is a five-year program and details anticipated expenditures as well as the approved sources of funding. Capital requests are funded through fund balance, bond proceeds, grants, impact fees or other specially designated revenue sources.

The first year of the CIP is incorporated into the Annual Budget and Program for Services and is commonly known as the Capital Budget for the fiscal year. The Capital Budget is the governing body's annual appropriation for capital spending and authorizes specific projects and appropriates specific funding for these projects. The subsequent or outlying years of the CIP are updated and revised each year to reflect the changing needs and priorities of the City. Projects and financing sources listed in the CIP for years other than the first year are not authorized until the Annual Budget and Program for Services for those years is legally adopted. The outlying years serve only as a guide for future planning and are subject to further review and modification in subsequent years. Funding decisions are based upon the type of project. Recurring or maintenance projects are funded using operating revenues just like an operating expense. One time projects can use undesignated unreserved fund balance as a funding source. Other funding sources include federal and state grants, impact fees, bond issues, hotel/motel tax funding for trails, and enterprise funds.

Capital Assets are those things the City owns that cost a considerable amount of money and are intended to last a long time, such as buildings, land, roads, and vehicles. For an item or project to be considered a capital asset by the city, the project or purchase must have an initial purchase cost of \$5,000 or more and last more than two years. However, the Capital Budget may have items in it that are not considered Capital Assets.

In order to effectively manage and track these items and projects, the capital projects fund has been cre-

ated. With the exception of enterprise funds and E-911 fund, acquisition of all capital assets including all capital projects will be conducted through the capital projects fund.

After the annual audit has been completed the unspent and unencumbered balances of each capital project approved in the current year's budget will be re-allocated in the following fiscal year to their respective projects.

### **Accounting Policies**

The budgeting and basis of accounting policies of the City of Roswell conform to Generally Accepted Accounting Principles (GAAP) as applicable to governments. The basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. At the fund level, government funds use the modified accrual basis of accounting. All government fund types, expendable trust funds and agency funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available).

"Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities in the current period. The City considers revenues as available if they are collected within 60 days after year-end. Those revenues considered susceptible to accrual are property taxes, charges for services, sales taxes, fines, forfeitures, in-



terest income, and intergovernmental grants. Revenues from licenses and permits and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

In applying the susceptible-to-accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used for guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based on the expenditures recorded. In the other type, monies are virtually unrestricted as to purpose of expenditure and are nearly irrevocable (i.e., revocable only for failure to comply with prescribed compliance requirements, such as equal employment opportunity.) These resources are reflected as revenues at the time of receipt or earlier if they meet the criteria for availability.

Expenditures are generally recognized under the modified accrual basis of accounting when the related liabilities are incurred. Exceptions to this general rule include: 1) accumulated unpaid vacation, judgments, and claims which are not expected to be paid out of "available spendable resources"; 2) principal and interest on general obligation long-term debt which are recognized when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year, and 3) inventory of materials and supplies which are recorded as expendi-

tures when they are consumed.

Enterprise funds utilize the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The following is a summary of the more significant policies:

### **Fund Accounting/Fund Structure**

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equities, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds in this budget are grouped into generic fund types and two broad fund categories as follows:

### **Governmental Funds**

**General Fund:** The General Fund accounts for resources that are generally not dedicated for a specific purpose. Most services provided are basic to the everyday operation of a municipality.

#### **Major Revenues**

- Property Tax
- Sales Tax
- Franchise, Alcohol, Business/Insurance Taxes
- Fines and Forfeitures
- Licenses and Permits

#### **Primary Services**

- General administration
- Planning
- Financial services
- Fire protection

- Police protection
- Parks
- Transportation services

**Special Revenue Funds:** Used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes. Special Revenue Funds currently used are: Cemetery Care Fund, LeitaThompson Rental Fund, Confiscated Assets Fund, E-911 Fund, State Grant Fund, Federal Grant Fund, Tree Bank Fund, Soil and Erosion Fund, County/Local Grant Fund, and Hotel/Motel Revenue Fund.

#### **Major Revenues**

- E-911 charges
- Confiscated Assets
- Federal and State Grants
- Hotel/Motel Tax

#### **Primary Services**

- E-911 Call Center
- SWAT and Crisis Negotiation
- Economic Development
- Tourism and Marketing
- Roswell INC.

### **Debt Service Fund:**

Debt Service Funds are used to account for debt service transactions for bonds and other debts issued by the City.

#### **Major Revenues**

- Property Tax

#### **Primary Services**

• Payment of principal and interest on outstanding bonds.

**Capital Projects Funds:** Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, E-911 funds, or sponsored operations) and capital outlay. The

Capital Project Funds are divided into two funds: Impact Fee Fund and Capital Projects Fund.

#### Major Revenues

- Transfers from other funds
- Impact Fees
- Bond Proceeds

#### Primary Services

• Acquisition, construction, and improvement of City buildings, facilities and roads as well as purchase and replacement of vehicles and equipment.

#### Proprietary Funds

Enterprise Funds: Enterprise Funds are used to account for operations: 1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis are to be financed or recovered primarily through user charges; or 2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, or accountability or other purposes. The City currently operates four enterprise funds: Solid Waste Fund, Water and Sewer Fund, Stormwater Utility Fund, and Recreation Participation Fund.

#### Major Revenues

- Solid Waste charges for service
- Water charges for service
- Stormwater charges for service

vice

- Recreation participant charges for service

#### Primary Services

- Solid waste, recycling and yard waste collection
- Water production, treatment and distribution
- Stormwater management
- Recreation programs and special events

Internal Service Funds: A type of Proprietary Fund used to account for the financing of goods or services provided on a cost reimbursement basis by one department to other departments. The City has four internal service funds: Risk/Liability Fund, Worker's Compensation Fund, Group Benefits Fund, and Fleet Services Fund.

#### Major Revenues

- Charges to City departments

#### Primary Services

- Risk Management services
- Group benefits
- Employee professional development
- Fleet services

#### Fund Equity Policy

In a government there are two major classes of funds, Governmental and Proprietary. The Proprietary funds operate very similar to private-sector businesses. How much an individual customer pays typically will vary depending upon the quantity of goods or services. For the Proprietary Funds the focus is the inflows and outflows of economic resources (changes in net assets). Changes in net asset are recognized as soon as the cause of the change occurs, regardless of the timing of the related cash flows. Another way of looking at this is revenues are recognized as soon as they are earned, and ex-

penses are recognized as soon as a liability is incurred. Equity of the Proprietary Funds is reflected with the terminology "Net Assets."

#### Net Assets

The term Net Assets is the terminology used for the equity of the Proprietary Fund and will also be in the Government-wide financial statements. Net Assets are also broken into three classes; invested in capital net of related debt, restricted, and unrestricted.

#### Invested In Capital Net Of Related Debt

Invested in capital net of related debt is equal to the capital assets minus any outstanding balance of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of capital assets of the government.

#### Restricted Net Assets

Restricted net assets include net assets that are not subject solely to the government's own discretion. This category would include resources subject to externally imposed restrictions (creditors, grantors, contributors, laws/regulation of other governments, constitutional provisions.) Restricted net assets cannot report a negative balance. If the liabilities exceed those assets, the excess is to be reported as reduction of unrestricted net assets.

#### Unrestricted Net Assets

Any remaining balance of net assets is reported as unrestricted net assets.

Most functions of a typical government however are supported by taxes rather than by user charges. These tax-supported or governmental functions operate quite differently from the business model

just described. Normally, there is no direct relationship between how much an individual taxpayer pays and the quantity of goods and services that same taxpayer receives. For example, the City does not charge every time the fire truck is sent to a call, likewise we do not charge the victim for the Police to make an arrest. Because of these differences the governmental funds measurement focus is based on inflows and outflows of the current financial resources (changes in net expendable assets). Further, changes in net expendable assets must have a near-term impact. Thus inflows are recognized only if they are available to liquidate liabilities of the current period within sixty days of yearend. Similarly, future outflows typically are recognized only if they are a drain on current financial resources. Equity of the Governmental Funds is reflected with the terminology of "Fund Balance".

### **Fund Balance**

The Governmental Accounting Standards Board Statement Number 54 (GASB 54) requires five components of fund balance; non-expendable, restricted, committed, assigned, and unassigned.

### **Non-Spendable Fund Balance**

Non-spendable fund balance includes the value of the City's assets that will never be converted to cash. These include but are not limited to prepaid items and inventories. This will also include assets that will not convert to cash soon enough to affect the current period such as long-term receivables and the non-cash assets held for resale such as land.

### **Restricted Fund Balance**

Restricted fund balance includes

the value of resources that are limited in how they may be used by external enforceable legal restrictions. This may be the result of other governments through laws and regulations, grantors or contributions through agreements, creditors through debt covenants or other contracts, and enabling legislation that limits how revenue can be used.

### **Committed Fund Balance**

Committed fund balance includes the value of resources that are limited by the Mayor and Council. Further the limitation that has been placed on the resources can only be removed by similar action that committed these resources in the fund balance.

### **Assigned Fund Balance**

Assigned fund balance includes resources that the government has intentions for use but are not externally restricted or committed through formal action by the Mayor and Council. The Mayor and Council approve who has the authority to assign these resource values. Examples would be the purchasing buyers issuing purchase orders for goods or services which are under the dollar threshold for Mayor and Council's approval.

### **Unassigned Fund Balance**

Unassigned fund balance includes the remaining resources that have not been classified in the above categories. Only the General Fund may have a positive fund balance in this category. All other governmental funds will only have this classification, if the remaining resources are negative to balance the fund.

### **Stabilization Funds**

Adequate fund balance in the governmental funds and net assets in the proprietary funds are a necessary component of the City's overall financial management strategy and a key factor in the external agencies'

measurement of the City's financial strength.

Maintenance of fund balance and net assets assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages.

The City shall maintain stabilization funds required by ordinance and/or bond covenants. The stabilization fund in the General Fund shall be 25% of budgeted expenditures, in the Enterprise Funds shall be 16.67% of budgeted expenditures. The use of the stabilization fund will only be used to:

- Strengthen the City's position in response to self-insurance,
- Provide funds in the event unplanned expenditures the City could face as a result of natural disaster or terrorist attack.

All expenditures drawn from stabilization funds shall require prior Council approval.

When a new Enterprise Fund is established the target reserve will be built by committing a minimum of 3.33% of budgeted expenditures until the 16.67% threshold is established. If stabilization funds fall below required levels as set by this policy, the Mayor and Council must approve and adopt a plan to restore this balance to the target level within 24 months. If restoration of the reserve cannot be accomplished within such period without severe hardship to the City, then the Mayor and Council will establish a different time period.

Funds not otherwise non-spendable, restricted, committed, and assigned represent balances available for appropriation at the discretion of the Mayor and Council. However, the Mayor and Council



will make every effort to use the unassigned funds for the following purposes:

- To provide pay-as-you go financing for capital projects
- To provide for revenue shortfalls resulting from unexpected economic changes or recessionary periods

Funds in excess of the policy plus non-spendable, restricted, committed, and assigned may be authorized by the Mayor and Council for expenditure within the City's annual budget.

### **Investment Policy**

The City's Investment Policy is to invest public funds in a manner which will provide the maximum security with the best investment return, while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds. This policy applies to all funds under the control of the City of Roswell which are eligible to be invested, exclusive of pension obligations. The City's investment objectives are:

- **Safety:** To insure that losses are avoided to the principal of the City's investments and deposits.
- **Compliance:** To conform to the requirements of Federal and State law.
- **Liquidity:** To generate sufficient

cash to meet all operating requirements and pay obligations as they become due.

- **Income:** To maximize the amount of interest income within the constraints of the objectives.

### **Purchasing Policy**

The City Charter and State law set forth requirements for the expenditure of local government funds for the purchase of goods and services. Per the City of Roswell Code of Ordinances, the City Administrator shall have the responsibilities and powers of the Purchasing Agent for the City and may delegate some or all of the responsibilities to the Purchasing Manager.

The Purchasing Manager shall establish procedures for purchases of goods and services involving the estimated expenditures of \$10,000 or less. These procedures determine the thresholds at which the number and type of quotes are required. Purchases with anticipated amount of \$10,000 or over require sealed bids or proposals.

The City has a partially decentralized purchasing process. Departments are authorized to obtain quotes for items under \$2,500. Quotes on items over \$2,500 are to be obtained by the Purchasing Division.

### **Debt Service Policy**

The Mayor and City Council adopted a formal debt policy in FY 2013 with the following objectives:

1. establishing conditions for the managed use of debt
2. creating procedures and policies that minimize the City's debt service and issuance costs
3. retaining the highest practical credit rating
4. maintaining full and complete financial disclosure and reporting

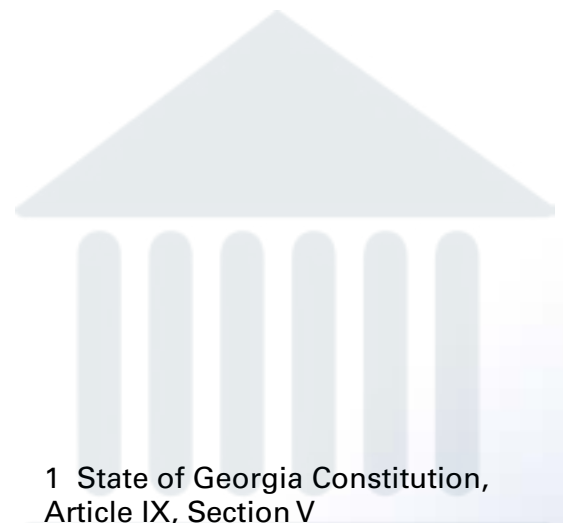


Additionally, the City's practices regarding debt are governed by the State of Georgia. The Constitution for the State of Georgia states that "The debt incurred by any county, municipality, or other political subdivision of this state, including debt incurred on behalf of any special district, shall never exceed 10% of the assessed value of all taxable property within such county, municipality, or political subdivision; and no such county, municipality, or other political subdivision shall incur any new debt without the assent of a majority of the qualified voters of such county, municipality, or political subdivision voting in an election held for that purpose as provided by law."<sup>1</sup> The City of Roswell currently has a 0.18% ratio of bonded debt to assessed value, well below the State of Georgia constitutional threshold of 10%.

The City of Roswell has utilized both general obligation and revenue bonds to finance capital improvements too large to be financed from current revenues. The most recent bond issue was approved by voters in November 2012 and sold April 2013 with an unsecured AAA rating.

The City's Debt Policy establishes benchmarks based upon Standard and Poor's (S&P) analytical characterizations of debt levels. These benchmarks measure the budgetary impact of debt as well as the community's ability to support debt. Based on the FY 2014 Approved Budget, the City's annual debt service payment of \$1,205,948 is 2.17% of the approved General Fund operating expenditures, well below the 15% threshold characterized by S&P as "moderate."

The community's ability to support debt is measured by the City's per capita overlapping debt, or the total amount of property tax supported debt represented by all governments that coincide, at least in part, with the geographic boundaries of the city. Based on the latest information available, the per capita overlapping debt is \$283, also below the \$2,000 threshold characterized by S&P as "moderate."



1 State of Georgia Constitution, Article IX, Section V





# All Funds Summary

The All Funds Summary shows the many Sources and Uses of Funds available to the City of Roswell.

This section includes Schedule "A" from the FY 2016 Budget Ordinance, City Fund Structure, Millage Rate History, Major Revenue Source Descriptions, Source of Funds by category and by account, Use of Funds by Department and by account, City Organization Chart, Position Control History and Summary of FY2016 Approved Personnel changes.



FY 2016 Approved Budget - "Schedule A"

	General/Special Revenue Funds										
FY 2016 Estimated Beginning Available Fund Balance:	\$17,638,499	\$187,144	\$1,566,206	\$178,980	\$170,879	\$29,085	\$167,839	\$25,000	\$0	\$455,633	\$7,425,396
Source of Funds Revenues	General Fund	Confiscated Assets Fund	E-911 Fund	Soil Erosion Fund	Tree Bank Fund	Cemetery Care Fund	Leita Thompson Fund	Scholarship Fund	CDBG Grant Funds	Hotel / Motel Fund	Solid Waste Fund
Property Tax	\$22,265,000										
Sales Tax	\$23,000,000										
Frnchs., Alchl, Bus./Ins. Taxes	\$12,735,800									\$850,000	
Licenses & Permits	\$2,212,500			\$8,000							
Intergovernmental	\$199,126								\$415,187		
Charges for Service - External	\$564,200	\$10,000	\$1,905,000								\$8,729,000
Charges for Service - Internal	\$2,038,011										
Fines & Forfeitures	\$2,022,000	\$80,000									
Interest Income	\$100,000		\$4,000					\$50		\$4,000	\$30,000
Miscellaneous Revenues	\$82,000				\$45,000		\$104,000				
Transfers In	\$106,284										
Employee Contribution	\$0										
Employer Contribution	\$0										
<b>Total Revenues</b>	<b>\$65,324,921</b>	<b>\$90,000</b>	<b>\$1,909,000</b>	<b>\$8,000</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$104,000</b>	<b>\$50</b>	<b>\$415,187</b>	<b>\$854,000</b>	<b>\$8,759,000</b>
Budgeted Use of Reserves	\$2,811,189	\$135,304	\$185,161			\$23,500				\$295,942	\$1,047,701
Lease Proceeds											
<b>Total Source of Funds</b>	<b>\$68,136,110</b>	<b>\$225,304</b>	<b>\$2,094,161</b>	<b>\$8,000</b>	<b>\$45,000</b>	<b>\$23,500</b>	<b>\$104,000</b>	<b>\$50</b>	<b>\$415,187</b>	<b>\$1,149,942</b>	<b>\$9,806,701</b>

	General/Special Revenue Funds										
Use of Funds Expenditures	General Fund	Confiscated Assets Fund	E - 911 Fund	Soil Erosion Fund	Tree Bank Fund	Cemetery Care Fund	Leita Thompson Fund	Scholarship Fund	CDBG Grant Funds	Hotel / Motel Fund	Solid Waste Fund
Administration	\$9,144,646								\$415,187	\$1,149,942	
Community Development	\$3,804,671										
Environmental/ Public Works	\$0										\$9,806,701
Finance	\$2,645,788										
Fire	\$7,338,672										
Police	\$16,553,953	\$225,304	\$2,094,161								
Recreation and Parks	\$10,271,814					\$23,500	\$97,692				
Transportation	\$7,548,224										
City-Wide Costs	\$1,234,260										
Transfer to Capital	\$9,594,082										
<b>Total Use of Funds</b>	<b>\$68,136,110</b>	<b>\$225,304</b>	<b>\$2,094,161</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,500</b>	<b>\$97,692</b>	<b>\$0</b>	<b>\$415,187</b>	<b>\$1,149,942</b>	<b>\$9,806,701</b>
<b>Excess (Deficiency) of revenues vs expenditures</b>	<b>(\$2,811,189)</b>	<b>(\$135,304)</b>	<b>(\$185,161)</b>	<b>\$8,000</b>	<b>\$45,000</b>	<b>(\$23,500)</b>	<b>\$6,308</b>	<b>\$50</b>	<b>\$0</b>	<b>(\$295,942)</b>	<b>(\$1,047,701)</b>
<b>Total Balanced Budget</b>	<b>\$65,324,921</b>	<b>\$90,000</b>	<b>\$1,909,000</b>	<b>\$8,000</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$104,000</b>	<b>\$50</b>	<b>\$415,187</b>	<b>\$854,000</b>	<b>\$8,759,000</b>
<b>FY 2016 Fund Balance Reserve by Policy:</b>	<b>\$14,635,507</b>										<b>\$1,634,777</b>
FY 2016 Est. Ending Fund Balance Available over Reserve by Policy:	\$191,803	\$51,840	\$1,381,045	\$186,980	\$215,879	\$5,585	\$174,147	\$25,050	\$0	\$159,691	\$4,742,918
FY 2016 Total Estimated Ending Available Fund Balance:	\$14,827,310	\$51,840	\$1,381,045	\$186,980	\$215,879	\$5,585	\$174,147	\$25,050	\$0	\$159,691	\$6,377,695
<b>FY 2016 Estimated Increase / (Decrease) in Fund Balance:</b>	<b>(\$2,811,189)</b>	<b>(\$135,304)</b>	<b>(\$185,161)</b>	<b>\$8,000</b>	<b>\$45,000</b>	<b>(\$23,500)</b>	<b>\$6,308</b>	<b>\$50</b>	<b>\$0</b>	<b>(\$295,942)</b>	<b>(\$1,047,701)</b>



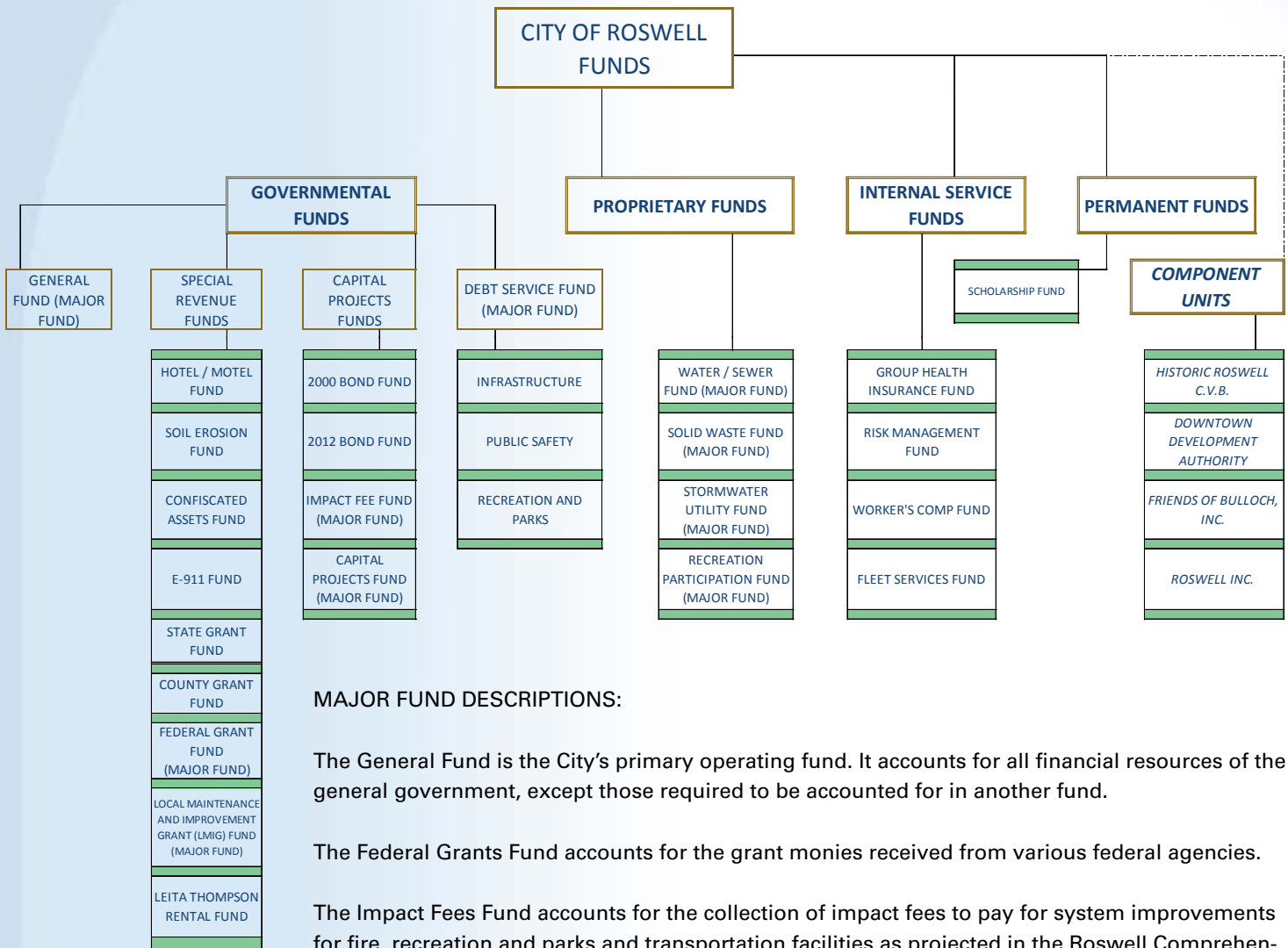
Enterprise Funds			Internal Service Funds				Capital Project Funds		Debt Service Fund	Totals	FY 2016 Estimated Beginning Available Fund Balance:
\$831,286	\$1,460,896	\$908,133	\$2,217,943	\$1,657,735	\$2,430,322	\$49,997	\$1,210,316	\$913,390	\$2,438,097	<b>\$41,962,776</b>	
Water and Sewer Fund	Stormwater Utility Fund	Recreation Participation and Special Events Fund	Group Benefits Fund	Risk / Liability Fund	Worker's Comp Fund	Fleet Services Fund	Impact Fee Fund	Capital Project Fund	Debt Service Fund	<b>Total Revenues</b>	<b>Source of Funds Revenues</b>
									\$1,873,000	\$24,138,000	Property Tax
										\$23,000,000	Sales Tax
										\$13,585,800	Frnchs., Alchl, Bus./Ins. Taxes
\$700										\$2,221,200	Licenses & Permits
										\$614,313	Intergovernmental
\$3,534,400	\$3,125,000	\$4,800,000		\$1,050,000	\$466,000		\$1,177,926			\$23,845,526	Charges for Service - External
										\$3,554,011	Charges for Service - Internal
										\$2,102,000	Fines & Forfeitures
\$21,827	\$5,000									\$164,877	Interest Income
								\$75,000		\$306,000	Miscellaneous Revenues
		\$321,391				\$723,960		\$9,616,865		\$10,768,500	Transfers In
			\$827,055							\$827,055	Employee Contribution
			\$6,422,215							\$6,422,215	Employer Contribution
<b>\$3,556,927</b>	<b>\$3,130,000</b>	<b>\$5,121,391</b>	<b>\$7,249,270</b>	<b>\$1,050,000</b>	<b>\$466,000</b>	<b>\$723,960</b>	<b>\$1,177,926</b>	<b>\$9,691,865</b>	<b>\$1,873,000</b>	<b>\$111,549,497</b>	<b>Total Revenues</b>
	\$635,917		\$986	\$125,625	\$98,496		\$1,408,674	\$417,604		\$7,186,099	Budgeted Use of Reserves
								\$838,200		\$838,200	Lease Proceeds
<b>\$3,556,927</b>	<b>\$3,765,917</b>	<b>\$5,121,391</b>	<b>\$7,250,256</b>	<b>\$1,175,625</b>	<b>\$564,496</b>	<b>\$723,960</b>	<b>\$2,586,600</b>	<b>\$10,947,669</b>	<b>\$1,873,000</b>	<b>\$119,573,796</b>	<b>Total Source of Funds</b>

Enterprise Funds			Internal Service Funds				Capital Project Funds		Debt Service Fund	Totals	Use of Funds Expenditures
Water and Sewer Fund	Stormwater Utility Fund	Recreation Participation and Special Events Fund	Group Benefits Fund	Risk / Liability Fund	Worker's Comp Fund	Fleet Services Fund	Impact Fee Fund	Capital Project Fund	Debt Service Fund	<b>Total Expenditures</b>	<b>Use of Funds Expenditures</b>
			\$7,250,256	\$1,175,625	\$564,496			\$98,000		\$19,798,152	Administration
								\$535,000		\$4,339,671	Community Development
\$3,406,415	\$3,765,917					\$718,715		\$0		\$17,697,748	Environmental/ Public Works
								\$0	\$1,763,688	\$4,409,476	Finance
								\$1,439,337		\$8,778,009	Fire
								\$756,085		\$19,629,503	Police
	\$5,025,838							\$1,206,000		\$16,624,844	Recreation and Parks
							\$2,586,600	\$3,507,600		\$13,642,424	Transportation
								\$3,405,647		\$4,639,907	City-Wide Costs
								\$0		\$9,594,082	Transfer to Capital
<b>\$3,406,415</b>	<b>\$3,765,917</b>	<b>\$5,025,838</b>	<b>\$7,250,256</b>	<b>\$1,175,625</b>	<b>\$564,496</b>	<b>\$718,715</b>	<b>\$2,586,600</b>	<b>\$10,947,669</b>	<b>\$1,763,688</b>	<b>\$119,153,816</b>	<b>Total Use of Funds</b>

\$150,512	(\$635,917)	\$95,553	(\$986)	(\$125,625)	(\$98,496)	\$5,245	(\$1,408,674)	(\$417,604)	\$109,312		Excess (Deficiency) of revenues vs expenditures
<b>\$3,556,927</b>	<b>\$3,130,000</b>	<b>\$5,121,391</b>	<b>\$7,249,270</b>	<b>\$1,050,000</b>	<b>\$466,000</b>	<b>\$723,960</b>	<b>\$1,177,926</b>	<b>\$10,530,065</b>	<b>\$1,873,000</b>		<b>Total Balanced Budget</b>
<b>\$567,849</b>	<b>\$627,778</b>	<b>\$837,807</b>								<b>\$18,303,719</b>	FY 2016 Fund Balance Reserve by Policy:
\$413,949	\$197,201	\$165,879	\$2,216,957	\$1,532,110	\$2,331,826	\$55,242	(\$198,358)	\$495,786	\$2,547,409	\$16,892,938	FY 2016 Est. Ending Fund Balance Available over Reserve by Policy:
\$981,798	\$824,979	\$1,003,686	\$2,216,957	\$1,532,110	\$2,331,826	\$55,242	(\$198,358)	\$495,786	\$2,547,409	\$35,196,657	FY 2016 Total Estimated Ending Available Fund Balance:
\$150,512	(\$635,917)	\$95,553	(\$986)	(\$125,625)	(\$98,496)	\$5,245	(\$1,408,674)	(\$417,604)	\$109,312	(\$6,766,119)	FY 2016 Estimated Increase / (Decrease) in Fund Balance:
Enterprise Funds			Internal Service Funds				Capital Project Funds		Debt Service Fund	Totals	



# City of Roswell Fund Structure



## MAJOR FUND DESCRIPTIONS:

The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Federal Grants Fund accounts for the grant monies received from various federal agencies.

The Impact Fees Fund accounts for the collection of impact fees to pay for system improvements for fire, recreation and parks and transportation facilities as projected in the Roswell Comprehensive Land Use Plan.

The Capital Projects Fund accounts for financial resources to be used for the acquisition and construction of major capital projects.

The Debt Service Fund accounts for the accumulation of resources and payments made of principal and interest on the City's general obligation debt.

The Water and Sewer Fund accounts for the activities of the City's water system and the billing on behalf of Fulton County's sewer system as it applies to City residents, which renders those services to the residents and businesses located within the City.

The Solid Waste Fund accounts for the operations of the City's solid waste and sanitation program.

The Participant Recreation Fund accounts for the operations of activities held at the City's parks.

The Stormwater Fund accounts for the operations of the City's stormwater program.

## City Wide Revenue and Expenditure History

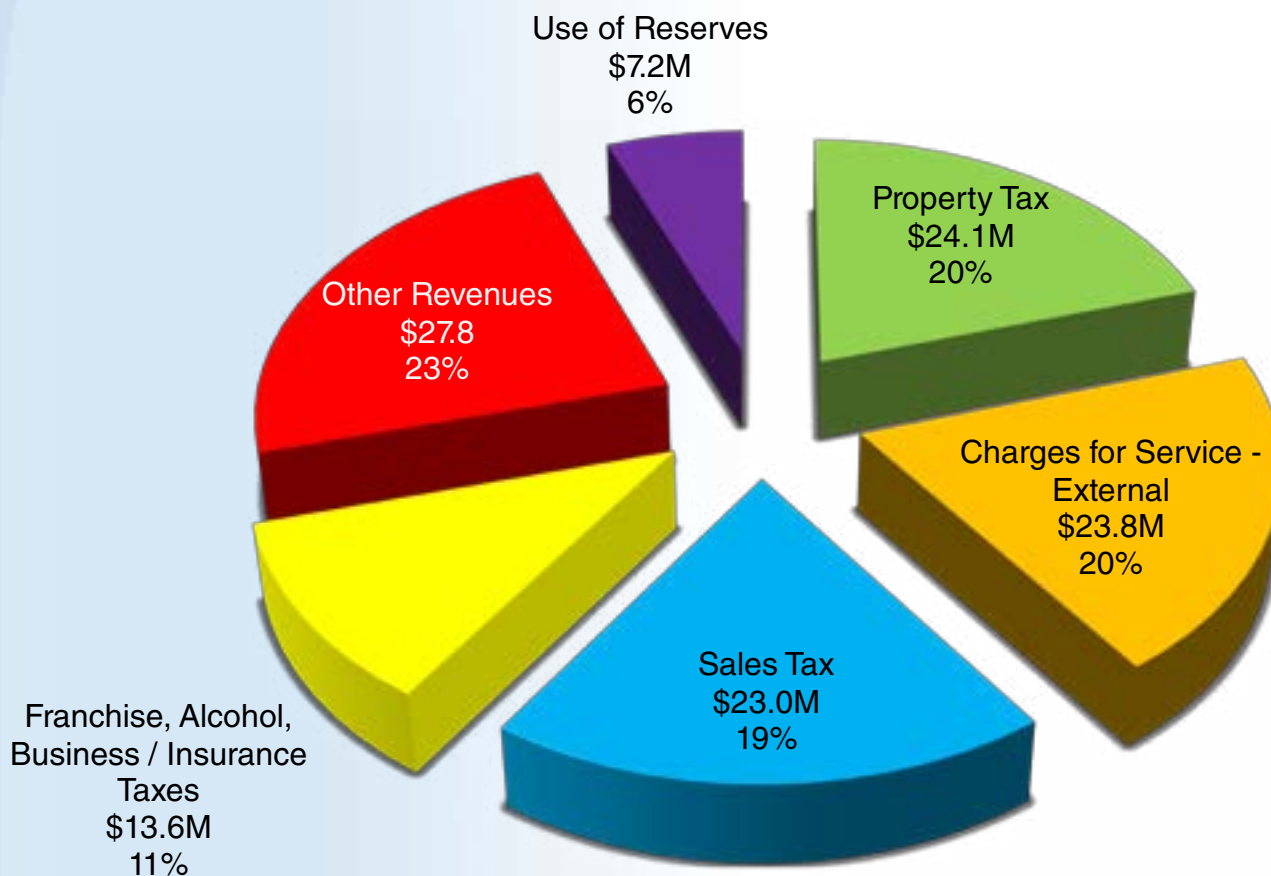
Source of Funds History	FY 2013 Actual	FY 2014	FY 2015	FY 2016
	Revenue	Actual Revenue	Approved Budget	Approved Budget
Property Tax	\$24,409,448	\$25,609,630	\$24,245,675	\$24,138,000
Sales Tax	\$20,507,663	\$21,503,903	\$21,600,000	\$23,000,000
Franchise, Alcohol, Business / Insurance Taxes	\$13,160,143	\$13,430,729	\$13,635,000	\$13,585,800
Licenses & Permits	\$1,529,668	\$2,227,096	\$2,204,500	\$2,221,200
Intergovernmental	\$3,021,996	\$2,293,405	\$159,396	\$614,313
Charges for Service - External	\$22,916,073	\$22,874,907	\$22,652,857	\$23,845,526
Charges for Service - Internal	\$3,112,155	\$3,200,732	\$3,140,602	\$3,088,011
Fines & Forfeitures	\$2,409,928	\$1,789,247	\$2,137,000	\$2,102,000
Interest Income	\$-39,841	\$765,685	\$159,000	\$164,877
Miscellaneous Revenues	\$10,473,459	\$7,351,799	\$276,163	\$231,000
Transfers In	\$14,237,587	\$10,446,876	\$8,298,146	\$11,309,500
Employee Contribution	\$5,794,909	\$5,718,767	\$1,626,970	\$827,055
Employer Contribution	\$398,163	\$1,421,375	\$5,523,081	\$6,422,215
Lease Proceeds	\$0	\$0	\$783,916	\$838,200
Fund Balance Appropriations			\$6,216,591	\$7,186,099
<b>Total Sources of Funds</b>	<b>\$121,931,352</b>	<b>\$118,634,151</b>	<b>\$112,658,897</b>	<b>\$119,573,796</b>

Use of Funds History	FY 2013 Actual	FY 2014	FY 2015	FY 2016
	Expense	Actual Expense	Approved Budget	Approved Budget
100 - General Fund	\$63,279,232	\$62,498,392	\$63,395,729	\$68,136,110
210 - Confiscated Assets Fund	\$409,281	\$280,559	\$334,654	\$225,304
215 - E-911 Fund	\$1,691,387	\$1,851,308	\$1,930,049	\$2,094,161
220 - State Grant Fund	\$641,400	\$348,743	\$0	\$0
221 - Federal Grant Fund	\$674,551	\$1,189,709	\$0	\$0
222 - County/Local Grant Fund	\$2,998	\$4,995	\$0	\$0
224 - Amer Rec & Reinvest Act 2009	\$54,938	\$0	\$0	\$0
225 - COMM DEV BLOCK GRANT	\$295,905	\$172,707	\$20,270	\$415,187
230 - Impact Fees Fund	\$301,998	\$32,845	\$70,000	\$2,586,600
235 - Cemetery Care Fund	\$21,718	\$13,200	\$23,500	\$23,500
240 - Soil and Erosion Control	\$0	\$132,316	\$0	\$0
245 - Tree Bank Fund	\$3,900	\$0	\$0	\$0
275 - Hotel/Motel Fund	\$1,165,560	\$975,918	\$1,038,331	\$1,149,942
290 - Leita Thompson Fund	\$69,433	\$93,645	\$124,328	\$97,692
311 - 2000 Bond Fund (Cap Proj)	\$18,669	\$6,596	\$0	\$0
312 - 2013 BONDS	\$878,556	\$2,901,592	\$0	\$0
313 - 2014 BOND CONSTRUCTION	\$0	\$149,717	\$0	\$0
350 - Capital Projects	\$9,949,497	\$11,334,533	\$7,940,272	\$10,947,669
410 - Bond Fund (Debt Service)	\$6,365,895	\$1,205,948	\$5,761,513	\$1,763,688
505 - Water and Sewer Fund	\$2,854,652	\$3,105,611	\$3,376,917	\$3,406,415
507 - Stormwater Fund	\$1,517,151	\$1,841,496	\$3,292,355	\$3,765,917
540 - Solid Waste Fund	\$8,895,847	\$9,192,045	\$10,069,237	\$9,806,701
555 - Participant Recreation Fund	\$4,965,013	\$4,801,110	\$5,257,961	\$5,025,838
601 - Workers' Compensation Fund	\$456,093	\$521,189	\$503,655	\$564,496
602 - Group Health Insurance Fund	\$6,881,310	\$7,188,383	\$7,150,051	\$7,250,256
603 - Risk Management Fund	\$888,137	\$1,015,497	\$1,137,960	\$1,175,625
604 - FLEET SERVICES FUND	\$601,210	\$662,067	\$714,115	\$718,715
771 - Scholarship Endowment Fund	\$0	\$0	\$0	\$0
<b>Total Use of Funds</b>	<b>\$112,884,330</b>	<b>\$111,520,120</b>	<b>\$112,140,897</b>	<b>\$119,153,816</b>

Use of Funds History by Department	FY 2013 Actual	FY 2014	FY 2015	FY 2016
	Expense	Actual Expense	Approved Budget	Approved Budget
10 - Administration	\$10,294,984	\$11,259,528	\$10,287,276	\$12,384,219
20 - Citywide Capital	\$21,179,260	\$19,038,556	\$18,657,245	\$21,472,922
30 - Community Development	\$3,715,892	\$4,272,395	\$4,954,479	\$4,514,671
40 - Finance	\$8,515,289	\$3,653,523	\$8,304,561	\$4,409,476
50 - Fire	\$7,696,900	\$6,916,097	\$7,889,395	\$8,778,009
60 - Recreation and Parks	\$16,537,510	\$18,549,566	\$16,268,276	\$16,624,844
70 - Police	\$17,461,296	\$18,896,625	\$19,174,822	\$19,629,503
80 - Public Works	\$14,259,181	\$15,253,873	\$17,552,624	\$17,697,748
90 - Transportation	\$13,224,018	\$13,679,956	\$9,052,219	\$13,642,424
<b>Total Use of Funds</b>	<b>\$112,884,330</b>	<b>\$111,520,120</b>	<b>\$112,140,897</b>	<b>\$119,153,816</b>

# FY 2016 Source of Funds (\$119.6M)

(in millions)



## Major Revenue Sources:

The major revenues sources are 70% of the Current Year Revenues. These include Property Tax, Charges for Service - External, Sales Tax, Franchise, Alcohol, Business / Insurance Taxes.

## Other Revenue:

The remaining 23% of revenues include Licenses & Permits, Intergovernmental, Charges for Services (Internal), Fines & Forfeitures, Interest Income, Transfers In, and other Miscellaneous Revenue sources.

## Use of Reserves:

The use of revenues is for planned expenditures such as investment in one-time capital or for planned spending down of reserves above the reserved by policy as described within the Policies & Procedures section.



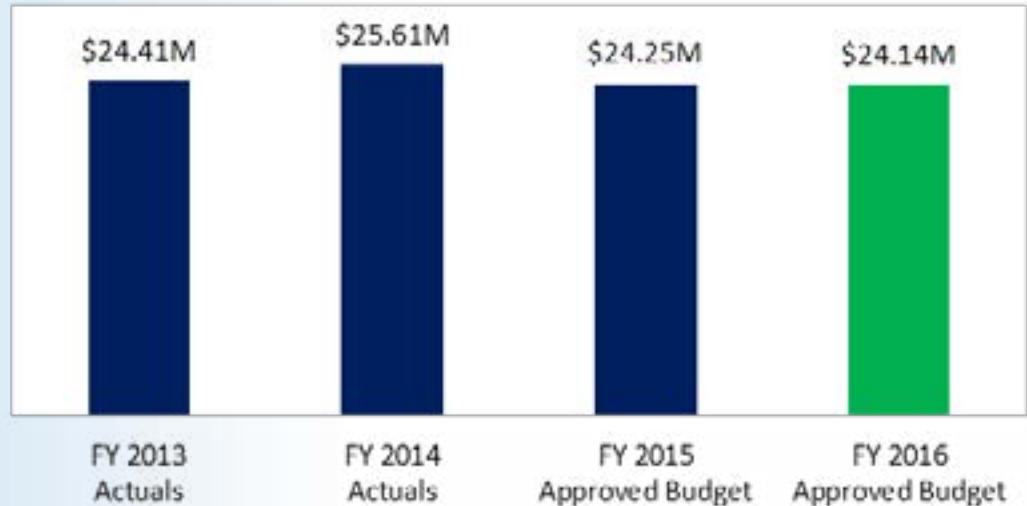
# Major Revenue Source History

## Property Taxes:

Property Taxes are the primary source of revenue for the City, representing 21.6% of the total revenues budget. Revenue projections for FY 2016 total \$24.138M which is a decrease of \$108,000 from the FY 2015 Budget.

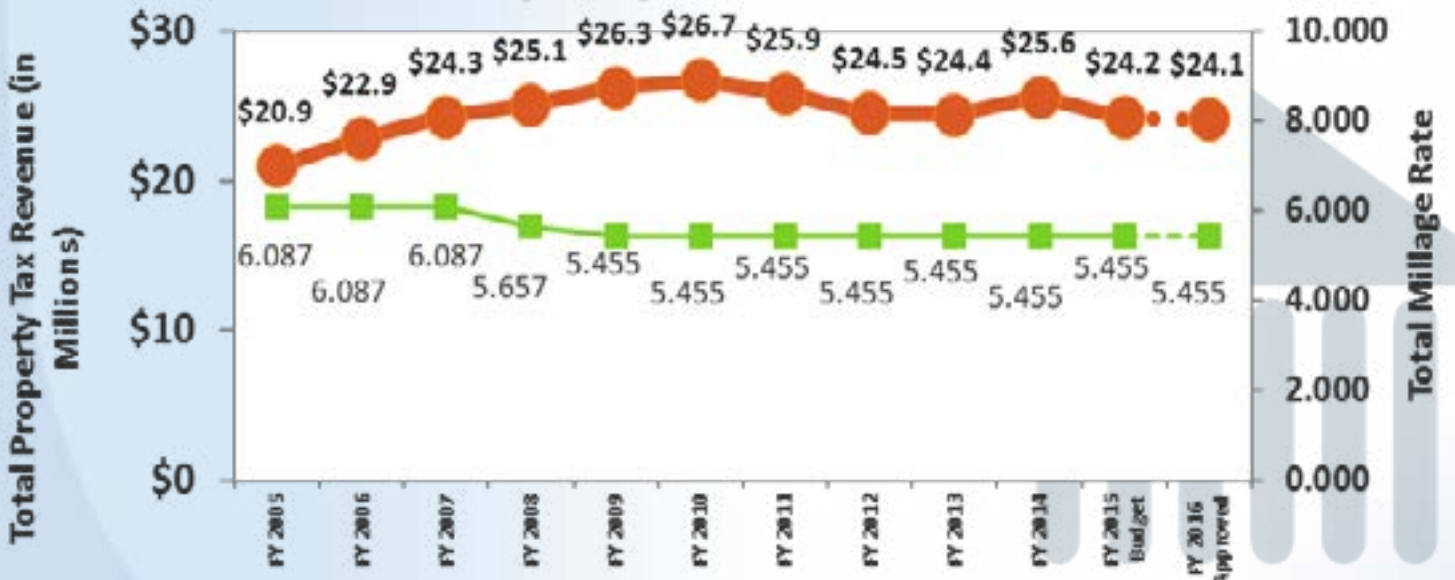
FY 2016 property tax revenue projections are based upon an estimated digest as the City is awaiting a digest from Fulton County. Initial indications from the County estimate a slight increase in the digest attributable to growth. The impact of House Bill 386 which initiated a transition away from the recurring annual Motor Vehicle Tax towards a one-time Title Ad Valorem Tax (TAVT) is estimated to result in a net revenue decrease in FY 2016 of \$315,000.

## Property Tax



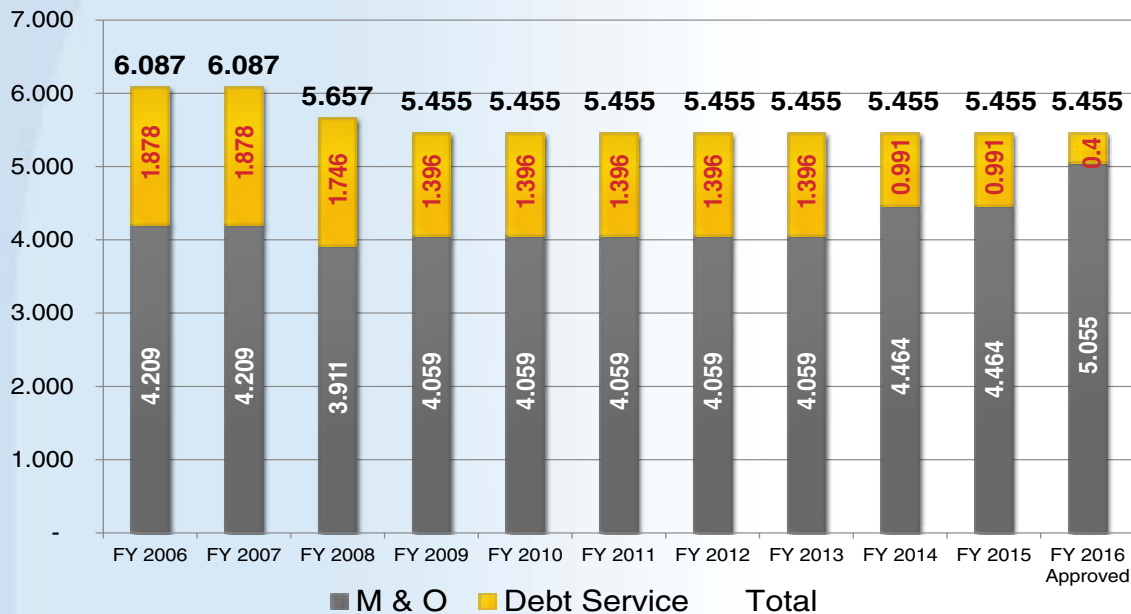
Overall Property Tax revenues city-wide are estimated to decline by 0.4%. The table above represents the total Property Tax Revenue History used to project FY 2016 revenues.

## Total Property Tax Revenue (10 year history)



# Major Revenue Source History

## Millage Rate History



For FY 2016 the millage rate is approved at 5.455 mills, the eighth consecutive year at that rate. There was a millage rate shift of 0.591 mills from debt service to Maintenance & Operating to fund maintenance capital expenditures, such as road resurfacing.

## Charges for Services (External):

The second largest source of revenues for the City, Charges for Services (External), represents 21.3% of the total revenue budget. Revenue projections are \$23.846M for FY 2016.

Charges for Services (External) include hotel/motel tax revenues, impact fees, mandated E-911 fees, stormwater utility fees, water billing

revenues, and other similar revenue sources.

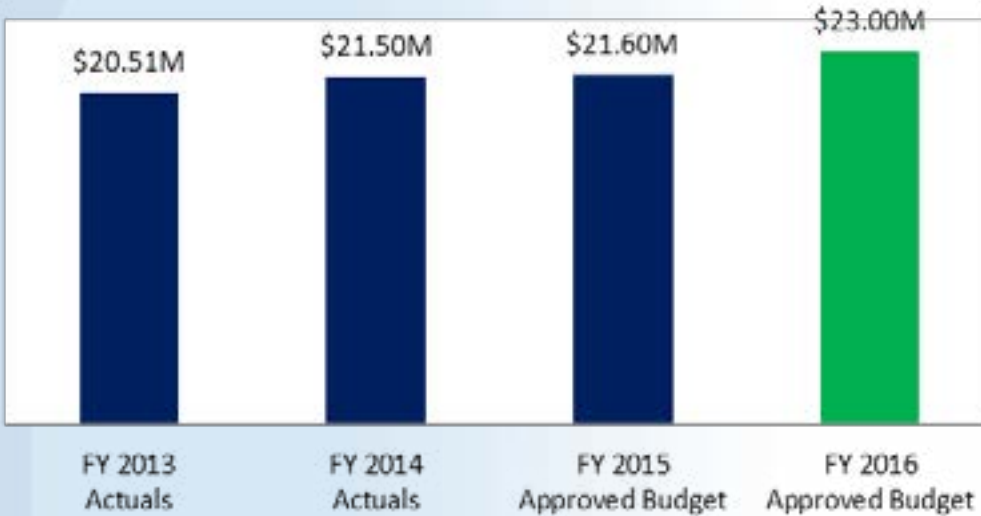
## Charges for Service (External)



Revenue projections for Charges for Services (External) are based upon historical actuals. This category of revenues is projected to increase by 5.2% from the FY 2015 Approved Budget. Increases are projected for Impact Fees, E-911 Wireless Charges, and Water Charges.

# Major Revenue Source History

## Sales Tax



### Sales Tax:

The third largest source of revenue for the City is Local Option Sales Tax which represents 20.6% of the total revenue budget. Revenue projections are \$23.000M for FY 2016 which is an increase of \$1.4M or 6.5% from the FY 2015 Approved Budget.

Revenue projections for Sales Tax are based on historical actuals and anticipated growth in consumer spending within Fulton County. Sales Tax revenues throughout FY 2015 trended well over projections and data on expected consumer spending indicates continued positive growth.

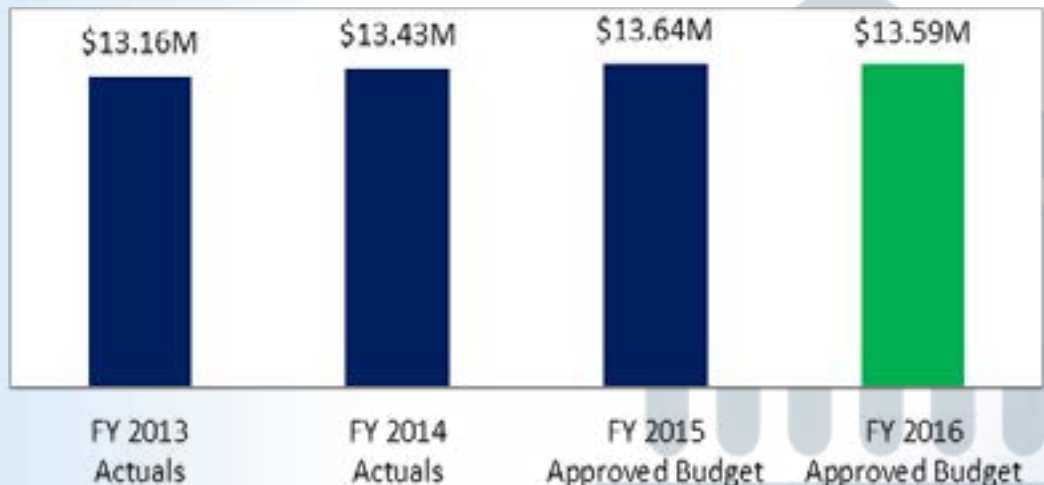
### Franchise, Alcohol, Business/Insurance Taxes:

The fourth largest source of revenue for the City, Franchise, Alcohol, Business/Insurance Taxes, represents 12.2% of the total revenue budget. Revenue projections are \$13.586M for FY 2016 which is a decrease of \$49,000 or 0.4% from the FY 2015 Approved Budget.

Revenue projections for Franchise, Alcohol, Business/Insurance Taxes are based upon historical trends of the various revenue accounts within the category. The decrease in projected revenues for FY 2016 is primarily attributable to a projected decrease

of \$124,000 or 14.2% in Business & Occupation Tax revenues.

## Franchise, Alcohol, Business/Insurance Taxes





# FY 2016 Source of Funds by Account

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
311100 Real Property - Current Year	\$20,542,957	\$20,040,890	\$20,040,890	\$20,400,000	\$0	\$20,400,000
311110 Public Utility	\$187,961	\$191,690	\$191,690	\$175,000	\$0	\$175,000
311200 Real Property - Prior	\$58,953	\$20,000	\$20,000	\$17,000	\$0	\$17,000
311300 Personal Property - Current	\$1,023,981	\$1,037,023	\$1,037,023	\$915,000	\$0	\$915,000
311305 Personal Property - Prior	\$-6,943	\$0	\$0	\$0	\$0	\$0
311310 Motor Vehicle	\$1,234,403	\$1,096,072	\$1,096,072	\$331,000	\$0	\$331,000
311315 Title Ad Valorem Tax (Vehicle)	\$1,925,603	\$1,150,000	\$1,150,000	\$1,600,000	\$0	\$1,600,000
311340 Intangibles (Reg & Recrd)	\$362,627	\$400,000	\$400,000	\$400,000	\$0	\$400,000
311600 Real Estate Trans (intang)	\$123,936	\$150,000	\$150,000	\$145,000	\$0	\$145,000
319110 General Property - Penalty & Interest - Real	\$156,153	\$160,000	\$160,000	\$155,000	\$0	\$155,000
<b>Property Tax Total</b>	<b>\$25,609,630</b>	<b>\$24,245,675</b>	<b>\$24,245,675</b>	<b>\$24,138,000</b>	<b>\$0</b>	<b>\$24,138,000</b>
313100 Local Option Sales Tax	\$21,503,903	\$21,600,000	\$21,600,000	\$23,000,000	\$0	\$23,000,000
<b>Sales Tax Total</b>	<b>\$21,503,903</b>	<b>\$21,600,000</b>	<b>\$21,600,000</b>	<b>\$23,000,000</b>	<b>\$0</b>	<b>\$23,000,000</b>
311710 Electric Franchise Taxes	\$3,626,560	\$3,700,000	\$3,700,000	\$3,700,000	\$0	\$3,700,000
311730 Gas Franchise Taxes	\$658,607	\$665,000	\$665,000	\$670,000	\$0	\$670,000
311750 TV Cable Franchise Taxes	\$921,290	\$965,000	\$965,000	\$975,000	\$0	\$975,000
311760 Telephone Franchise Taxes	\$440,491	\$365,000	\$365,000	\$365,000	\$0	\$365,000
314101 Hotel/Motel Tax : Trails 16.67%	\$150,382	\$141,695	\$141,695	\$142,000	\$0	\$142,000
314102 Hotel/Motel Tax : General 40.00%	\$348,886	\$340,000	\$340,000	\$340,000	\$0	\$340,000
314103 Hotel/Motel Tax : Tourism 43.33%	\$375,508	\$368,305	\$368,305	\$368,000	\$0	\$368,000
314200 Alcoholic Beverage Excise Tax	\$1,012,762	\$1,015,000	\$1,015,000	\$1,015,000	\$0	\$1,015,000
314300 Local Option Mixed Drink Excise Tax	\$318,070	\$330,000	\$330,000	\$330,000	\$0	\$330,000
316100 Business & Occupation Tax	\$820,411	\$875,000	\$875,000	\$750,800	\$0	\$750,800
316101 Business & Occupation Tax	\$-36,825	\$0	\$0	\$0	\$0	\$0
316102 Insurance Occupation Tax	\$83,550	\$80,000	\$80,000	\$80,000	\$0	\$80,000
316200 Insurance Premium Tax	\$4,557,238	\$4,640,000	\$4,640,000	\$4,700,000	\$0	\$4,700,000
316300 Financial Institution Tax	\$153,801	\$150,000	\$150,000	\$150,000	\$0	\$150,000
<b>Franchise, Alcohol, Business / Insurance Taxes Total</b>	<b>\$13,430,729</b>	<b>\$13,635,000</b>	<b>\$13,635,000</b>	<b>\$13,585,800</b>	<b>\$0</b>	<b>\$13,585,800</b>
321110 Alcohol, Beer, Wine License	\$598,833	\$595,000	\$595,000	\$600,000	\$0	\$600,000
321130 Liquor Pouring License	\$28,515	\$30,000	\$30,000	\$30,000	\$0	\$30,000
321140 Bar Cards (Liquor Handling License)	\$9,980	\$10,000	\$10,000	\$10,000	\$0	\$10,000
321292 Solicitor Fees	\$875	\$0	\$0	\$0	\$0	\$0
321295 Precious Metal Dealer Fee	\$3,900	\$3,000	\$3,000	\$0	\$0	\$0
322210 Zoning And Land Use	\$48,150	\$75,000	\$75,000	\$85,000	\$0	\$85,000
322230 Sign Permits	\$25,320	\$20,000	\$20,000	\$25,000	\$0	\$25,000
322300 Taxi Cab Permits	\$43,550	\$45,000	\$45,000	\$45,000	\$0	\$45,000
322905 Photo and Film Fees	\$4,950	\$7,500	\$7,500	\$7,500	\$0	\$7,500
322991 Special Events Fee	\$27,954	\$10,000	\$10,000	\$10,000	\$0	\$10,000
322993 Photo & Film Fees	\$2,500	\$0	\$0	\$0	\$0	\$0
323120 Building & Inspection Fees	\$1,111,133	\$1,201,000	\$1,201,000	\$1,200,700	\$0	\$1,200,700
323190 Soil Erosion Fees	\$18,840	\$7,000	\$7,000	\$7,000	\$0	\$7,000
323902 Grading Permits	\$295,671	\$200,000	\$200,000	\$200,000	\$0	\$200,000
323903 Soil Erosion Grading Permit	\$6,924	\$1,000	\$1,000	\$1,000	\$0	\$1,000
<b>Licenses &amp; Permits Total</b>	<b>\$2,227,096</b>	<b>\$2,204,500</b>	<b>\$2,204,500</b>	<b>\$2,221,200</b>	<b>\$0</b>	<b>\$2,221,200</b>
331360 Administration Federal Grants	\$3,597	\$0	\$1,736	\$0	\$0	\$0
331362 Community Development Federal Grants	\$0	\$0	\$2,942	\$0	\$0	\$0
331363 Rec & Parks Federal Grants	\$0	\$0	\$1,970,000	\$0	\$0	\$0
331365 Police Federal Grants	\$24,115	\$0	\$71,370	\$0	\$0	\$0
331366 Env & PW Federal Grants	\$0	\$0	\$729,295	\$0	\$0	\$0
331367 Trans Federal Grants	\$575,579	\$0	\$3,154,201	\$0	\$0	\$0
331368 Match - Federal Grants	\$-88	\$0	\$76,257	\$0	\$0	\$0
331369 CDBG Revenue	\$118,862	\$20,270	\$163,193	\$415,187	\$0	\$415,187
333100 Housing Authority	\$18,614	\$0	\$0	\$0	\$0	\$0
334365 Police State Grants	\$0	\$0	\$8,000	\$0	\$0	\$0
334367 Trans State Grants	\$917,801	\$0	\$1,028,893	\$0	\$0	\$0
336010 Alpharetta Fire Payments	\$88,430	\$124,126	\$124,126	\$124,126	\$0	\$124,126

# FY 2016 Source of Funds by Account (continued)

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
336011 Intergovernmental	\$0	\$0	\$10,000	\$60,000	\$0	\$60,000
336013 Intergov - Sandy Springs	\$524,914	\$0	\$1,000,000	\$0	\$0	\$0
336106 Police County/Local Grants	\$3,500	\$0	\$15,500	\$0	\$0	\$0
336108 Trans County/Local Grants	\$18,080	\$0	\$689,399	\$0	\$0	\$0
337300 Fulton Co. Shared Rev	\$0	\$15,000	\$83,500	\$15,000	\$0	\$15,000
<b>Intergovernmental Total</b>	<b>\$2,293,405</b>	<b>\$159,396</b>	<b>\$9,128,411</b>	<b>\$614,313</b>	<b>\$0</b>	<b>\$614,313</b>
341200 Recording Fees	\$99	\$0	\$0	\$0	\$0	\$0
341323 Recreation Impact Fees	\$415,635	\$360,000	\$-50,399	\$121,400	\$0	\$121,400
341324 Trans Impact Fees	\$82,466	\$50,000	\$-153,520	\$757,476	\$0	\$757,476
341325 Public Safety Impact Fees	\$153,897	\$120,000	\$-27,216	\$274,040	\$0	\$274,040
341400 Printing And Duplication Fees	\$6,951	\$300	\$300	\$300	\$0	\$300
341426 3% Admin Impact Fees	\$19,560	\$15,000	\$16,562	\$25,010	\$0	\$25,010
341905 Other/Misc. Fees	\$33,650	\$26,500	\$26,500	\$26,500	\$0	\$26,500
341910 Election Qualify Fees	\$15,360	\$0	\$0	\$10,000	\$0	\$10,000
342101 Special Police Ser- Ot	\$50,553	\$5,000	\$5,000	\$10,000	\$0	\$10,000
342120 Accident Reports	\$12,468	\$15,000	\$15,000	\$10,000	\$0	\$10,000
342130 False Alarm Fees	\$28,850	\$60,000	\$60,000	\$0	\$0	\$0
342140 Exspungement Fees	\$4,244	\$5,000	\$5,000	\$4,000	\$0	\$4,000
342210 Fire Alarm Fees	\$2,850	\$3,400	\$3,400	\$3,000	\$0	\$3,000
342310 Fingerprinting Fees	\$8,176	\$8,000	\$8,000	\$8,000	\$0	\$8,000
342501 E-911 Charges - Landlines	\$670,000	\$595,000	\$595,000	\$525,000	\$0	\$525,000
342502 E-911 Charges - Wireless	\$1,278,364	\$1,250,000	\$1,250,000	\$1,375,000	\$0	\$1,375,000
342503 E-911 Charges - VOIP	\$5,200	\$0	\$0	\$5,000	\$0	\$5,000
342920 Mountain Park	\$33,855	\$34,000	\$34,000	\$34,000	\$0	\$34,000
342925 Rapstc Training	\$9,562	\$1,000	\$1,000	\$1,000	\$0	\$1,000
343210 Lake Charles - Spec Assess	\$0	\$17,000	\$17,000	\$17,000	\$0	\$17,000
344111 Residential Refuse Collect	\$5,222,319	\$5,450,000	\$5,450,000	\$5,400,000	\$0	\$5,400,000
344112 Commercial Refuse Collect	\$2,743,180	\$2,800,000	\$2,800,000	\$2,770,000	\$0	\$2,770,000
344113 Ref Coll Res Prem Svc	\$126,991	\$115,000	\$115,000	\$75,000	\$0	\$75,000
344114 Ref Coll Res Prem-curbexe	\$4,015	\$4,000	\$4,000	\$4,000	\$0	\$4,000
344160 Solid Waste Recycling Fees	\$219,272	\$200,000	\$200,000	\$200,000	\$0	\$200,000
344162 Large Item Fees	\$28,620	\$25,000	\$25,000	\$25,000	\$0	\$25,000
344191 Dumpster Set Up Fees	\$2,810	\$2,500	\$2,500	\$2,500	\$0	\$2,500
344210 Water Charges	\$2,853,799	\$2,800,000	\$2,800,000	\$3,158,000	\$0	\$3,158,000
344215 Reconnect Fees	\$825	\$500	\$500	\$500	\$0	\$500
344216 Meter Fees	\$70,360	\$40,000	\$40,000	\$45,000	\$0	\$45,000
344217 Water Service Stop Fees	\$36,465	\$30,000	\$30,000	\$35,000	\$0	\$35,000
344255 Sewerage Charges	\$273,694	\$250,000	\$250,000	\$274,000	\$0	\$274,000
344256 Sewer Permit Fees Admin	\$12,661	\$15,000	\$15,000	\$15,000	\$0	\$15,000
344261 Stormwater Utility	\$3,036,206	\$3,100,000	\$3,100,000	\$3,115,000	\$0	\$3,115,000
344301 Utility Bill Late Charges	\$286,377	\$250,000	\$250,000	\$250,000	\$0	\$250,000
344302 Utility Bill Penalties	\$146	\$5,400	\$5,400	\$5,400	\$0	\$5,400
344303 Stormwater Late Charges	\$9,969	\$10,000	\$10,000	\$10,000	\$0	\$10,000
345610 Telecommunication Charges	\$391,046	\$350,000	\$350,000	\$325,000	\$0	\$325,000
346400 Background Check Fees	\$14,770	\$15,000	\$15,000	\$14,000	\$0	\$14,000
347201 Auditorium Rental Fees	\$117,777	\$100,000	\$100,000	\$100,000	\$0	\$100,000
347202 Other Rental Fees	\$330,590	\$320,857	\$320,857	\$395,000	\$0	\$395,000
347501 General Programs	\$584,393	\$580,000	\$580,000	\$620,000	\$0	\$620,000
347502 Special Events	\$3,344	\$7,500	\$7,500	\$1,000	\$0	\$1,000
347503 Athletics	\$1,016,120	\$1,000,000	\$1,000,000	\$1,050,000	\$0	\$1,050,000
347504 Tennis	\$252,356	\$230,000	\$230,000	\$275,000	\$0	\$275,000
347505 Swimming	\$210,262	\$215,000	\$215,000	\$230,000	\$0	\$230,000
347506 Gym & Physical Fitness	\$1,014,047	\$1,025,000	\$1,025,000	\$965,000	\$0	\$965,000
347507 Dance, Drama, & Music	\$269,775	\$270,000	\$270,000	\$275,000	\$0	\$275,000
347508 Arts & Crafts	\$224,315	\$230,000	\$230,000	\$225,000	\$0	\$225,000
347509 General Instrction Progs	\$379,805	\$375,000	\$375,000	\$375,000	\$0	\$375,000
347510 Rec & Parks Contributions	\$71,543	\$42,500	\$42,500	\$50,000	\$0	\$50,000
347512 Rec & Parks Miscellaneous	\$18,661	\$15,000	\$15,000	\$35,000	\$0	\$35,000

# FY 2016 Source of Funds by Account (continued)

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
347513 Senior Adult Center	\$207,760	\$210,000	\$210,000	\$275,000	\$0	\$275,000
347905 convience fee	\$0	\$0	\$0	\$40,000	\$0	\$40,000
349171 Payment Of Liens	\$1,947	\$2,500	\$2,500	\$2,500	\$0	\$2,500
349300 Bad Check Fees	\$6,507	\$1,700	\$1,700	\$1,700	\$0	\$1,700
349920 Vietnam Memorial Bricks	\$440	\$200	\$200	\$200	\$0	\$200
<b>Charges for Service - External Total</b>	<b>\$22,874,907</b>	<b>\$22,652,857</b>	<b>\$21,893,283</b>	<b>\$23,845,526</b>	<b>\$0</b>	<b>\$23,845,526</b>
341701 Indirect Cost Confiscated Asset Fund	\$41,636	\$32,012	\$32,012	\$23,067	\$0	\$23,067
341702 Indirect Cost E911	\$134,796	\$127,438	\$127,438	\$219,790	\$0	\$219,790
341703 Indirect Cost Water Fund	\$231,959	\$222,072	\$222,072	\$288,212	\$0	\$288,212
341704 Indirect Cost Solid Waste	\$797,279	\$800,412	\$800,412	\$985,524	\$0	\$985,524
341705 Indirect Cost Rec Participation Fund	\$21,150	\$21,150	\$21,150	\$0	\$0	\$0
341706 Indirect Cost Stormwater	\$417,899	\$382,559	\$382,559	\$462,299	\$0	\$462,299
341707 INDIRECT COST GARAGE	\$40,013	\$38,959	\$38,959	\$59,119	\$0	\$59,119
341805 Risk Claims Payments	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$0	\$1,050,000
341810 Transfers In	\$466,000	\$466,000	\$466,000	\$0	\$0	\$0
<b>Charges for Service - Internal Total</b>	<b>\$3,200,732</b>	<b>\$3,140,602</b>	<b>\$3,140,602</b>	<b>\$3,088,011</b>	<b>\$0</b>	<b>\$3,088,011</b>
351171 Municipal Court Fines	\$1,702,553	\$1,800,000	\$1,800,000	\$1,800,000	\$0	\$1,800,000
351172 Municipal Court Probation	\$66,084	\$70,000	\$70,000	\$70,000	\$0	\$70,000
351173 Jail Fees	\$95	\$0	\$0	\$0	\$0	\$0
351174 Munis Admin Fee	\$49,284	\$42,000	\$42,000	\$42,000	\$0	\$42,000
351175 Court Related - Other	\$-141,049	\$125,000	\$125,000	\$90,000	\$0	\$90,000
351176 Diversion Fee	\$24,840	\$20,000	\$20,000	\$20,000	\$0	\$20,000
351300 Confiscation	\$-375	\$0	\$0	\$0	\$0	\$0
351310 D.E.A. Funds	\$87,324	\$75,000	\$75,000	\$80,000	\$0	\$80,000
351315 State Drug Forfeiture	\$0	\$5,000	\$5,000	\$0	\$0	\$0
351920 Red Light Fines	\$490	\$0	\$0	\$0	\$0	\$0
<b>Fines &amp; Forfeitures Total</b>	<b>\$1,789,247</b>	<b>\$2,137,000</b>	<b>\$2,137,000</b>	<b>\$2,102,000</b>	<b>\$0</b>	<b>\$2,102,000</b>
361000 Interest Revenues	\$417,550	\$153,000	\$149,726	\$143,000	\$0	\$143,000
361010 Unrealized Invest Gains	\$314,435	\$0	\$18,382	\$0	\$0	\$0
361015 Bank Interest Earned	\$1,953	\$0	\$-136	\$50	\$0	\$50
361016 Invest Interest Earned	\$31,747	\$6,000	\$6,000	\$21,827	\$0	\$21,827
<b>Interest Income Total</b>	<b>\$765,685</b>	<b>\$159,000</b>	<b>\$173,973</b>	<b>\$164,877</b>	<b>\$0</b>	<b>\$164,877</b>
371004 Gas South Affinity Program	\$24,058	\$20,000	\$20,000	\$20,000	\$0	\$20,000
371005 Private Donations/contrib	\$35,480	\$500	\$72,000	\$2,000	\$0	\$2,000
381105 Rent Of Property	\$19,119	\$42,163	\$42,163	\$0	\$0	\$0
381110 Leita T. - Rent Income	\$86,243	\$89,000	\$89,000	\$85,000	\$0	\$85,000
383100 Reimbursement From Insura	\$59,834	\$2,500	\$2,164	\$0	\$0	\$0
389105 Tree Bank Funds	\$44,239	\$45,000	\$45,000	\$45,000	\$0	\$45,000
389400 Miscellaneous	\$13,977	\$0	\$0	\$0	\$0	\$0
389600 Recording of Abatement	\$2,205	\$0	\$0	\$0	\$0	\$0
389997 Leita T. Utility Reimbursements	\$17,007	\$15,000	\$15,000	\$19,000	\$0	\$19,000
389999 Over And Short	\$-2,862	\$0	\$0	\$0	\$0	\$0
392100 Sale Of Assets	\$91,230	\$60,000	\$60,000	\$60,000	\$0	\$60,000
392200 Gain On Property Sale	\$27,647	\$0	\$0	\$0	\$0	\$0
392300 Sale Of Abandoned Property	\$2,823	\$2,000	\$2,000	\$0	\$0	\$0
393100 Gen Obligation Bond Proce	\$4,940,000	\$0	\$9,760,000	\$0	\$0	\$0
393400 Premiums On Bonds Sold	\$351,178	\$0	\$215,812	\$0	\$0	\$0
393500 Capital Lease Program	\$1,639,622	\$0	\$500,400	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$7,351,799</b>	<b>\$276,163</b>	<b>\$10,823,539</b>	<b>\$231,000</b>	<b>\$0</b>	<b>\$231,000</b>
391201 Operating Transfer In	\$4,925,788	\$1,141,790	\$1,429,255	\$1,617,635	\$0	\$1,617,635
391250 Capital Transfer In	\$5,521,087	\$7,156,356	\$9,180,907	\$0	\$9,616,865	\$9,616,865
391251 Capital Contribution	\$0	\$0	\$0	\$0	\$75,000	\$75,000
<b>Transfers In Total</b>	<b>\$10,446,876</b>	<b>\$8,298,146</b>	<b>\$10,610,162</b>	<b>\$1,617,635</b>	<b>\$9,691,865</b>	<b>\$11,309,500</b>
341801 HSA & HRA Contribution	\$396,535	\$0	\$0	\$0	\$0	\$0
341802 Surchg - Group Benefits	\$113,751	\$0	\$0	\$0	\$0	\$0
341803 COBRA	\$36,558	\$0	\$0	\$0	\$0	\$0
341804 Ded-Dental Employee	\$396,839	\$0	\$0	\$0	\$0	\$0
341808 Supplemental Life	\$-141	\$0	\$0	\$0	\$0	\$0



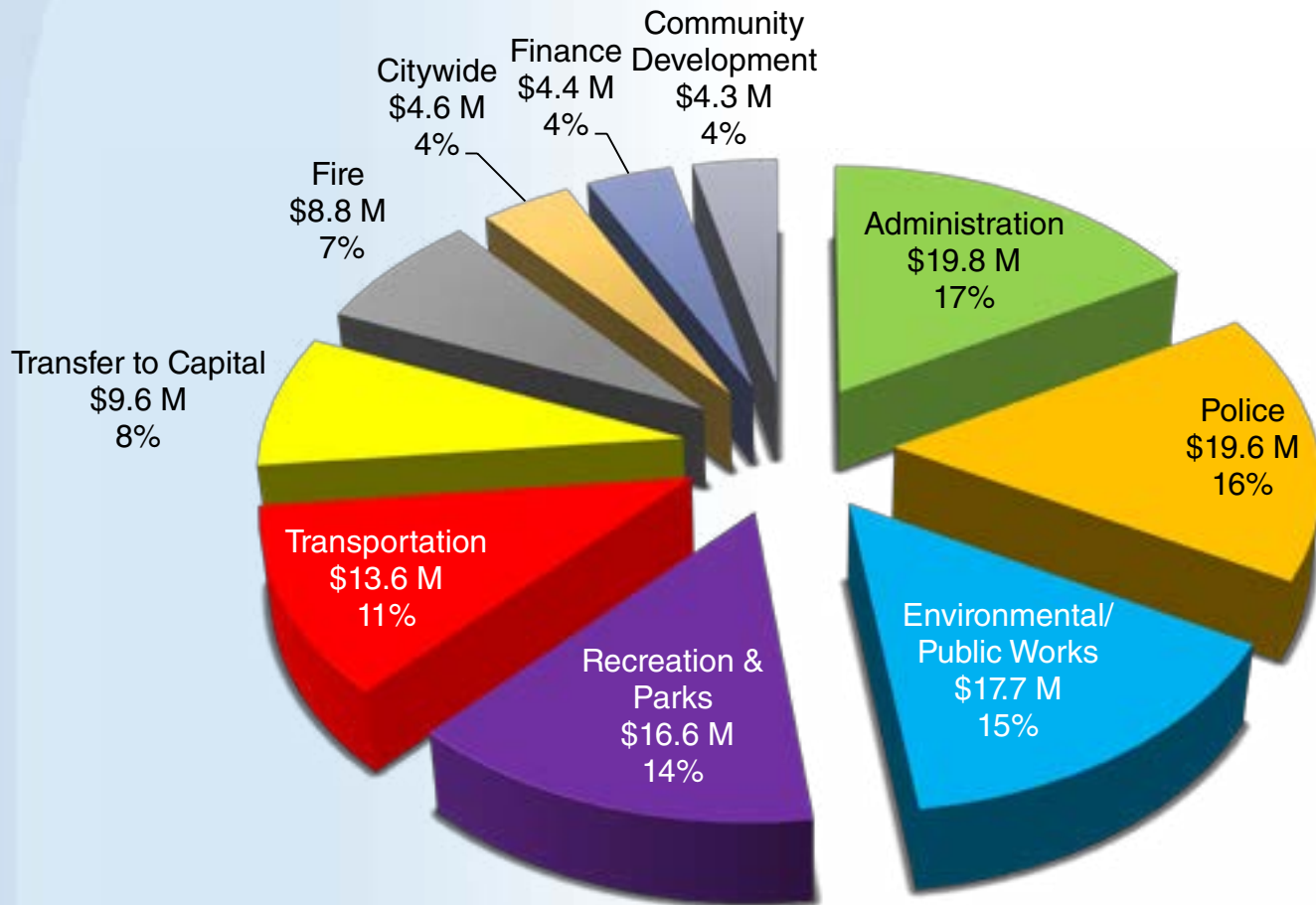
# FY 2016 Source of Funds by Account (continued)

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
341809 Colonial	\$4,205	\$4,500	\$4,500	\$0	\$0	\$0
341811 Aflac	\$5,021	\$5,500	\$5,500	\$0	\$0	\$0
341812 FSA Deductions	\$148,396	\$0	\$0	\$0	\$0	\$0
341816 Group Health Emp Ded	\$4,571,274	\$0	\$0	\$0	\$0	\$0
341817 Vision Ins Ded	\$46,232	\$0	\$0	\$0	\$0	\$0
341821 HSA Contribution-Employee	\$0	\$403,000	\$403,000	\$0	\$0	\$0
341822 Employee Surcharge-Spouse	\$0	\$44,200	\$44,200	\$48,100	\$0	\$48,100
341823 Employee Surcharge-Tobacco	\$0	\$75,530	\$75,530	\$92,300	\$0	\$92,300
341824 COBRA Payments	\$0	\$25,000	\$25,000	\$0	\$0	\$0
341826 Dental-Employee	\$0	\$165,000	\$165,000	\$159,440	\$0	\$159,440
341831 Supplemental Life-Employee	\$0	\$162,000	\$162,000	\$0	\$0	\$0
341832 FSA Med Contrib-Employee	\$96	\$101,000	\$101,000	\$0	\$0	\$0
341833 FSA Dep Contrib-Employee	\$0	\$44,000	\$44,000	\$0	\$0	\$0
341835 Group Health-Employee	\$0	\$550,240	\$550,240	\$527,215	\$0	\$527,215
341836 Vision-Employee	\$0	\$47,000	\$47,000	\$0	\$0	\$0
<b>Employee Contribution Total</b>	<b>\$5,718,767</b>	<b>\$1,626,970</b>	<b>\$1,626,970</b>	<b>\$827,055</b>	<b>\$0</b>	<b>\$827,055</b>
341806 Basic Life	\$260,398	\$0	\$0	\$0	\$0	\$0
341807 Disability	\$48,574	\$0	\$0	\$0	\$0	\$0
341815 Group Health Payments	\$1,112,403	\$0	\$0	\$0	\$0	\$0
341820 HSA Contribution-Employer	\$0	\$395,000	\$395,000	\$629,250	\$0	\$629,250
341825 Dental-Employer	\$0	\$241,000	\$241,000	\$240,560	\$0	\$240,560
341827 Basic Life-Employer	\$0	\$108,000	\$108,000	\$99,600	\$0	\$99,600
341829 Disability-Employer	\$0	\$112,000	\$112,000	\$134,400	\$0	\$134,400
341834 Group Health-Employer	\$0	\$4,304,760	\$4,304,760	\$4,812,681	\$0	\$4,812,681
341837 Empl Assist Program-Employer	\$0	\$18,000	\$18,000	\$0	\$0	\$0
341839 Benefits Admin Assessment	\$0	\$344,321	\$344,321	\$505,724	\$0	\$505,724
<b>Employer Contribution Total</b>	<b>\$1,421,375</b>	<b>\$5,523,081</b>	<b>\$5,523,081</b>	<b>\$6,422,215</b>	<b>\$0</b>	<b>\$6,422,215</b>
393500 Capital Lease Program	\$0	\$783,916	\$0	\$0	\$838,200	\$838,200
<b>Lease Proceeds Total</b>	<b>\$0</b>	<b>\$783,916</b>	<b>\$0</b>	<b>\$0</b>	<b>\$838,200</b>	<b>\$838,200</b>
<b>Fund Balance Appropriations</b>		<b>\$6,216,591</b>				<b>\$7,186,099</b>
<b>Total Revenues</b>	<b>\$118,634,151</b>	<b>\$112,658,897</b>	<b>\$126,742,195</b>	<b>\$101,857,632</b>	<b>\$10,530,065</b>	<b>\$119,573,796</b>



# FY 2016 Use of Funds (\$119.2M)

(in millions)



# FY 2016 Use of Funds by Account

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
511100 Regular Employees	\$27,914,070	\$29,422,761	\$29,554,998	\$28,800,631	\$940,659	\$29,741,290
511105 Part Time Employees	\$841,442	\$1,090,388	\$1,090,388	\$972,610	-\$102,841	\$869,769
511110 Elected Officials	\$166,876	\$239,634	\$229,634	\$239,634	\$0	\$239,634
511115 Firefighter's Fees	\$3,308,474	\$3,338,835	\$3,337,420	\$3,439,000	\$0	\$3,439,000
511200 Temporary Employees	\$1,352,938	\$1,417,648	\$1,379,536	\$1,398,772	\$30,000	\$1,428,772
511250 Seasonal Employees	\$188,754	\$249,219	\$249,219	\$249,219	\$0	\$249,219
511300 Overtime	\$561,612	\$691,210	\$691,210	\$676,210	\$560	\$676,770
511400 Other Compensation	\$0	\$7,200	\$7,200	\$7,200	\$0	\$7,200
512100 Group Insurance	\$5,361,491	\$4,855,000	\$4,855,000	\$5,425,000	\$11	\$5,425,011
512200 Social Security (FICA) Contributions	\$2,060,719	\$2,150,763	\$2,150,763	\$2,205,480	\$11,342	\$2,216,822
512300 Medicare	\$483,993	\$502,954	\$502,954	\$515,717	\$389,662	\$905,379
512400 Defined Benefit Retirement Program	\$3,933,959	\$3,608,694	\$3,608,694	\$3,358,593	\$0	\$3,358,593
512401 Deferred Compensation Con	\$153,541	\$165,700	\$165,700	\$165,600	\$0	\$165,600
512402 Defined Contribution Retirement Program	\$1,138,225	\$692,075	\$692,075	\$857,676	\$23,352	\$881,028
512500 Tuition Reimbursements	\$41,299	\$50,000	\$50,000	\$50,000	\$0	\$50,000
512600 Unemployment Insurance	\$61,061	\$50,000	\$62,921	\$50,000	\$0	\$50,000
512700 Workers' Compensation	\$389,252	\$343,968	\$344,053	\$400,000	\$0	\$400,000
512800 Terminated Bnfts	\$128,225	\$0	\$0	\$0	\$0	\$0
512901 Employee Moving Expenses	\$0	\$10,000	\$10,000	\$0	\$0	\$0
512902 Employee Wellness Program	\$132,206	\$200,000	\$200,000	\$200,000	\$0	\$200,000
512903 HSA Contributions	\$0	\$798,000	\$798,000	\$629,250	\$0	\$629,250
512904 Employee Assistance Program	\$0	\$18,000	\$18,000	\$16,000	\$0	\$16,000
512905 Base Life Insurance	\$0	\$108,000	\$108,000	\$99,600	\$0	\$99,600
512906 Supplemental Life Insurance	\$0	\$162,000	\$162,000	\$0	\$0	\$0
512907 Disability Insurance	\$0	\$112,000	\$112,000	\$134,400	\$0	\$134,400
512908 Dental Insurance	\$0	\$406,000	\$406,000	\$400,000	\$0	\$400,000
512909 Vision Insurance	\$0	\$47,000	\$47,000	\$0	\$0	\$0
512910 FSA Contributions	\$0	\$145,000	\$145,000	\$0	\$0	\$0
512911 COBRA	\$0	\$25,000	\$25,000	\$0	\$0	\$0
512920 Other Benefits	\$22,100	\$15,000	\$15,058	\$15,000	\$0	\$15,000
553100 Group Insurance Contribution	\$5,544,601	\$5,969,960	\$5,969,960	\$6,176,620	\$646,406	\$6,823,026
553500 Supplemental Life	\$149,625	\$0	\$0	\$0	\$0	\$0
553600 Colonial	\$4,620	\$0	\$0	\$0	\$0	\$0
553700 Aflac	\$5,022	\$0	\$0	\$0	\$0	\$0
553800 FSA Deductions	\$146,297	\$0	\$0	\$0	\$0	\$0
554000 Basic Life	\$94,835	\$0	\$0	\$0	\$0	\$0
554100 Workers Comp Contribution	\$466,000	\$466,000	\$466,000	\$466,000	\$0	\$466,000
<b>Salaries and Benefits Total</b>	<b>\$54,651,236</b>	<b>\$57,358,009</b>	<b>\$57,453,784</b>	<b>\$56,948,212</b>	<b>\$1,939,151</b>	<b>\$58,887,363</b>
521201 Professional Services	\$1,323,843	\$1,414,540	\$1,694,210	\$1,523,158	-\$68,369	\$1,454,789
521202 Legal	\$148,668	\$70,000	\$195,025	\$70,000	\$40,000	\$110,000
521203 Animal Control	\$104,270	\$105,500	\$97,500	\$99,000	\$0	\$99,000
521204 E-911 Fund Reserve Expenditures	\$150,251	\$132,000	\$132,032	\$145,000	\$0	\$145,000
521300 Technical Services	\$184,743	\$357,497	\$399,282	\$224,189	\$2,000	\$226,189
521400 Contract Services	\$5,468,903	\$6,173,560	\$7,517,322	\$5,896,933	\$867,824	\$6,764,757
522110 Disposal	\$1,391,316	\$1,519,217	\$1,680,179	\$1,550,817	\$0	\$1,550,817
522130 Custodial	\$168,820	\$178,469	\$178,469	\$154,075	\$0	\$154,075
522140 Repairs And Maintenance - Grounds	\$103,243	\$144,418	\$535,544	\$216,587	\$0	\$216,587
522205 Repairs And Maintenance	\$2,746,534	\$2,049,012	\$4,135,160	\$2,094,107	\$2,196,105	\$4,290,212
522210 Vehicle Repair	\$220,535	\$232,849	\$347,844	\$213,630	\$0	\$213,630
522215 Garage Base Rate	\$301,635	\$307,740	\$307,740	\$323,610	\$0	\$323,610
522216 Mechanics Rate	\$328,362	\$406,375	\$406,375	\$400,850	\$0	\$400,850
522310 Rental Of Land And Buildings	\$19,687	\$31,500	\$18,000	\$25,756	\$10,000	\$35,756
522320 Rental Of Equipment And Vehicles	\$204,153	\$204,146	\$212,107	\$202,142	\$3,000	\$205,142
523100 Property And Liability Insurance	\$710,085	\$745,498	\$745,498	\$745,498	\$40,000	\$785,498
523210 Communication Services	\$919,327	\$932,781	\$1,016,197	\$907,909	\$6,560	\$914,469



# FY 2016 Use of Funds by Account (continued)

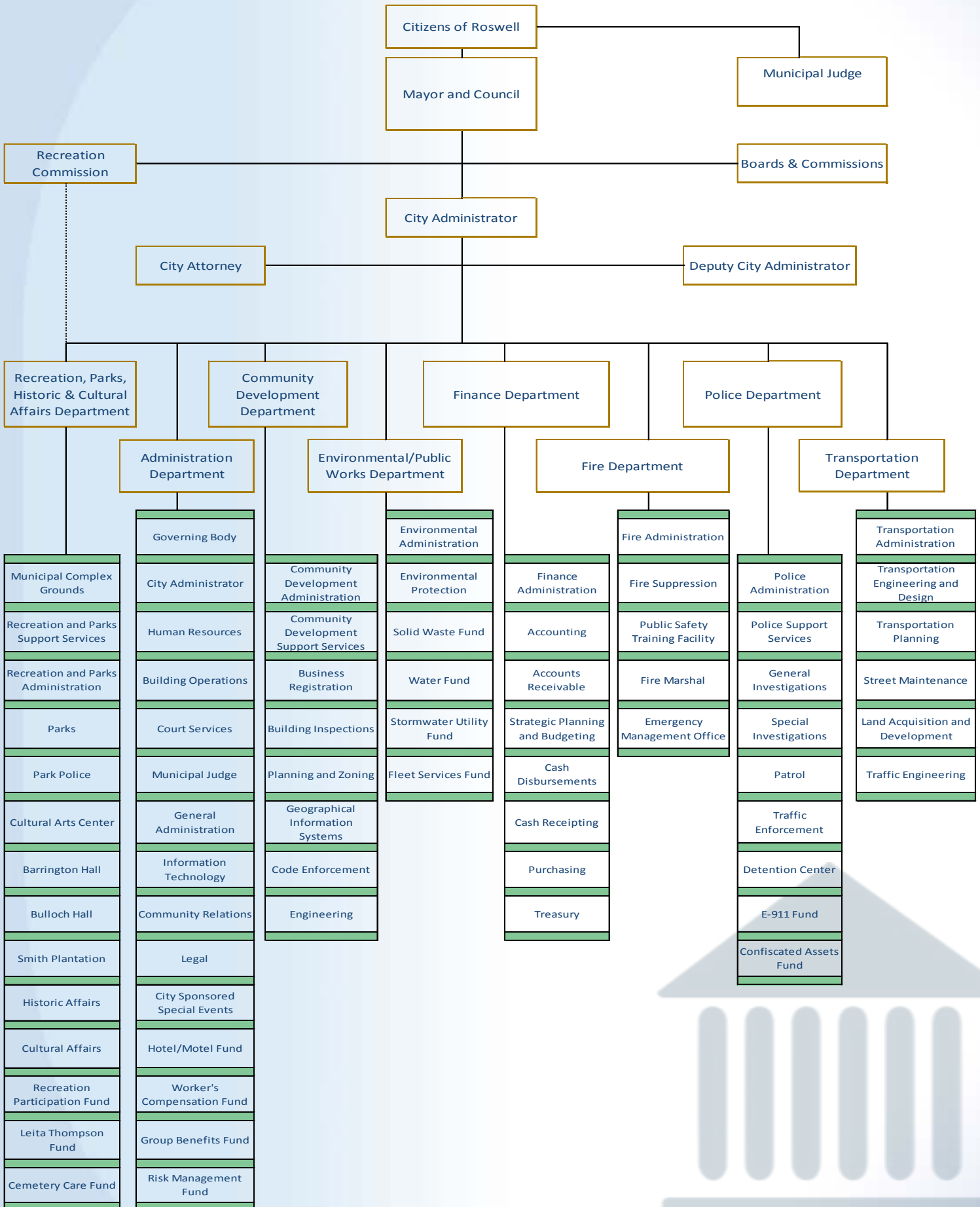
	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
523220 Postage	\$134,547	\$155,739	\$156,972	\$155,809	\$4,500	\$160,309
523300 Advertising	\$63,567	\$86,425	\$88,932	\$98,515	\$0	\$98,515
523400 Printing And Binding	\$86,168	\$153,010	\$160,151	\$136,440	\$10,000	\$146,440
523500 Travel	\$125,657	\$187,323	\$194,763	\$208,121	\$1,000	\$209,121
523600 Dues And Fees	\$130,561	\$138,987	\$146,682	\$201,279	\$0	\$201,279
523700 Education And Training	\$158,327	\$278,953	\$278,497	\$256,702	\$2,000	\$258,702
523701 Roswell U	\$49,753	\$75,000	\$75,180	\$75,000	\$0	\$75,000
523800 Licenses	\$1,474	\$5,818	\$5,981	\$7,268	\$0	\$7,268
523851 Contracted Temporary Labor	\$137,912	\$6,500	\$59,832	\$20,376	\$0	\$20,376
523852 Instruction Fees	\$717,287	\$737,975	\$764,227	\$741,500	\$0	\$741,500
523901 Bank Fees / Charges	\$237,788	\$242,200	\$229,714	\$252,200	\$0	\$252,200
523902 Sanitation Services	\$97,022	\$121,050	\$121,050	\$118,666	\$0	\$118,666
531105 Supplies	\$1,492,452	\$1,592,575	\$1,722,523	\$1,580,535	\$26,712	\$1,607,247
531110 Inmate Supplies	\$1,271	\$14,975	\$10,086	\$11,231	\$0	\$11,231
531115 Recreation Supplies	\$873,165	\$1,065,250	\$1,120,115	\$994,102	\$0	\$994,102
531120 Vehicle Parts And Supplies	\$842,100	\$699,900	\$715,411	\$728,755	\$1,260	\$730,015
531130 Officials Expenses	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531131 Mayor's Expenses	\$3,300	\$7,000	\$7,000	\$7,000	\$0	\$7,000
531140 Water Line/Meter Maint Supplies	\$176,337	\$187,500	\$187,500	\$220,500	\$0	\$220,500
531150 Computer Supplies	\$2,439	\$21,738	\$30,411	\$3,500	\$0	\$3,500
531210 Water / Sewerage	\$463,286	\$697,261	\$697,261	\$596,672	\$0	\$596,672
531215 Stormwater Fees	\$659,663	\$658,625	\$658,625	\$658,625	\$0	\$658,625
531220 Natural Gas	\$131,360	\$157,823	\$157,823	\$157,823	\$0	\$157,823
531230 Electricity	\$2,615,568	\$2,606,718	\$2,606,718	\$2,619,718	\$78,840	\$2,698,558
531240 Bottled Gas	\$11,800	\$14,796	\$14,796	\$15,646	\$0	\$15,646
531250 Oil	\$25,602	\$33,245	\$33,245	\$33,245	\$0	\$33,245
531270 Gasoline/ Diesel	\$1,172,658	\$1,302,428	\$1,302,428	\$1,292,928	\$12,000	\$1,304,928
531310 Hospitality And Events	\$21,765	\$11,000	\$13,677	\$11,000	\$0	\$11,000
531320 Inmate Meals	\$12,682	\$30,000	\$30,000	\$27,000	\$0	\$27,000
531400 Books And Periodicals	\$40,369	\$60,619	\$60,702	\$58,921	\$0	\$58,921
531605 Machinery And Equipment-Operating	\$316,137	\$259,231	\$525,293	\$362,027	\$47,100	\$409,127
531610 Furniture/Fixtures-Operating	\$45,771	\$34,456	\$67,058	\$45,956	\$5,000	\$50,956
531615 Computer Equipment-Operating	\$364,276	\$280,165	\$309,123	\$108,280	\$68,000	\$176,280
531620 Communication Equipment-Operating	\$11,858	\$25,897	\$40,720	\$23,497	\$0	\$23,497
531625 Dumpster - Equipment Op	\$54,233	\$70,873	\$144,071	\$70,873	\$0	\$70,873
531710 Vietnam Memorial Bricks	\$80	\$400	\$400	\$250	\$0	\$250
531720 Uniforms	\$268,723	\$318,293	\$373,355	\$296,644	\$10,500	\$307,144
539999 Special Events Contra	\$0	\$74,180	\$74,180	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$26,041,333</b>	<b>\$27,422,030</b>	<b>\$32,805,985</b>	<b>\$26,992,865</b>	<b>\$3,364,032</b>	<b>\$30,356,897</b>
541100 Sites (land)	\$336,991	\$0	\$530,201	\$0	\$0	\$0
541200 Site Improvements	\$1,414,095	\$2,090,167	\$3,623,621	\$0	\$2,492,000	\$2,492,000
541210 Recreation Facilities	\$3,430,829	\$884,000	\$8,653,275	\$0	\$963,000	\$963,000
541300 Buildings	\$1,651,680	\$676,708	\$22,295,913	\$0	\$1,576,444	\$1,576,444
541415 Road Improvements/ Sidewalks	\$5,221,581	\$1,679,245	\$17,276,410	\$0	\$4,100,000	\$4,100,000
541420 Water Lines	\$407,966	\$319,000	\$670,192	\$0	\$142,000	\$142,000
542100 Machinery	\$459,075	\$458,131	\$895,393	\$0	\$867,822	\$867,822
542200 Vehicles	\$2,986,890	\$3,160,276	\$5,117,358	\$0	\$3,235,151	\$3,235,151
542300 Furniture And Fixtures	\$17,231	\$23,865	\$5,988	\$0	\$10,000	\$10,000
542400 Computer Equipment	\$1,308,426	\$287,380	\$1,377,556	\$0	\$30,000	\$30,000
542500 Communication Equipment	\$121,480	\$607,000	\$5,856,780	\$0	\$422,900	\$422,900
543000 Consulting Contracts	\$81,917	\$0	\$178,515	\$0	\$60,000	\$60,000
549999 Contra- Capital Expense Account	-\$2,793,807	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$1,684,732	\$1,624,602	\$1,624,602	\$1,991,011	\$47,000	\$2,038,011
552400 Risk/Liability Contribution	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$0	\$1,050,000

# FY 2016 Use of Funds by Account (continued)

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
554200 Disability	\$97,593	\$0	\$0	\$0	\$0	\$0
554300 HSA Contributions	\$389,085	\$0	\$0	\$0	\$0	\$0
561001 Building- Depreciation	\$31,063	\$0	\$0	\$0	\$0	\$0
561002 Infrastructure- Depreciation	\$445,377	\$0	\$0	\$0	\$0	\$0
561003 Site Improvement- Depreciation	\$32,193	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$115,782	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$389,057	\$0	\$0	\$0	\$0	\$0
572000 Payments To Other Agencies	\$34,650	\$0	\$0	\$0	\$0	\$0
572010 Payments To Local Nonprofits	\$146,146	\$0	\$374,898	\$0	\$0	\$0
579001 Contingency Operating	\$0	\$243,600	\$343,839	\$8,000	\$237,262	\$245,262
579002 Contingency Capital	\$13,197	\$0	\$102,508	\$0	\$0	\$0
579003 Contingency - Tree Program	\$941	\$0	\$129,590	\$0	\$0	\$0
579004 Reserve for CIP	\$0	\$0	\$323,997	\$0	\$0	\$0
579010 Reserve for e-govt/Comm Dev	\$12,710	\$0	\$35,424	\$0	\$0	\$0
579020 Matching Grant Fund Contingency	\$0	\$0	\$366,765	\$0	\$0	\$0
579025 Insurance Deductibles	\$116,098	\$213,291	\$213,691	\$213,291	\$0	\$213,291
581100 Principal- Long Term Debt	\$1,359,229	\$5,851,049	\$5,851,049	\$1,841,049	\$0	\$1,841,049
582100 Interest - Long Term Debt	\$264,563	\$453,513	\$453,513	\$465,688	\$85,836	\$551,524
583000 Fiscal Agent Fees	\$28,726	\$0	-\$25,166	\$0	\$0	\$0
584000 Debt Issuance Costs	\$140,002	\$0	\$137,502	\$0	\$0	\$0
611350 Operating Transfers Out - Cap Projects	\$8,410,151	\$7,156,356	\$8,085,756	\$0	\$9,617,367	\$9,617,367
611351 Operating Transfer Out - Fed Grant	\$170,759	\$0	\$35,264	\$0	\$0	\$0
611352 Operating Transfer Out - Water Fund	\$50,000	\$0	\$0	\$0	\$0	\$0
611353 Operating Transfer Out - Solid Waste	\$15,175	\$155,000	\$155,000	\$25,000	\$0	\$25,000
611355 Operating Transfer Out - Participant Rec	\$610,752	\$321,391	\$321,391	\$321,391	\$0	\$321,391
611357 Operating Transfer Out - General Fund	\$462,974	\$106,284	\$106,284	\$107,344	\$0	\$107,344
611359 Operating Transfer Out - Fleet	\$17,534	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$30,732,842</b>	<b>\$27,360,858</b>	<b>\$86,167,108</b>	<b>\$6,022,774</b>	<b>\$23,886,782</b>	<b>\$29,909,556</b>
<b>Grand Total</b>	<b>\$111,425,410</b>	<b>\$112,140,897</b>	<b>\$176,426,877</b>	<b>\$89,963,851</b>	<b>\$29,189,965</b>	<b>\$119,153,816</b>



# Organizational Chart





# Position Control History

General Fund (100)	FY 2012 Approved Positions	FY 2013 Approved Positions	FY 2014 Approved Positions	FY 2015 Revised Positions	FY 2016 Approved Changes	FY 2016 Approved Positions
<b>Administration</b>						
Building Operations (10015651)	9.00	9.00	9.00	9.00		9.00
City Administrator (10013200)	3.00	3.00	3.00	3.00		3.00
City Clerk (10013300) new org unit in FY 13	0.00	2.00	2.00	2.00		2.00
Community Relations (10015700)	4.00	4.00	5.00	6.00		6.00
Court Services (10026501)	17.00	16.00	4.00	4.00		4.00
General Administration (10015000)	5.00	2.00	2.50	1.50	1.00	2.50
Information Technology (IT) (10015351)	9.00	9.00	9.00	9.00		9.00
Governing Body (10011100)	2.00	2.00	2.00	2.00		2.00
Human Resources (10015400)	3.00	4.00	4.00	5.00		5.00
Legal (10015300)	3.00	3.00	3.00	3.00		3.00
City Sponsored Special Events (10061701)	0.00	0.00	0.00	2.00		2.00
Strategic Planning & Budget (10015300)	3.00	0.00	0.00	0.00		0.00
<b>Administration General Fund</b>	<b>58.00</b>	<b>54.00</b>	<b>43.50</b>	<b>46.50</b>	<b>1.00</b>	<b>47.50</b>
<b>Community Development</b>						
Building Inspections (10072200)	5.00	0.00	0.00	0.00		0.00
Business Registration (10015160)	1.00	1.00	1.00	1.00		1.00
Code Enforcement (10074500)	7.00	0.00	0.00	0.00		0.00
Com Dev Support Services (10070102)	2.00	2.00	3.00	3.00		3.00
Community Develop Admin (10070101)	2.00	4.00	3.00	3.00		3.00
Development Services (was-Bldg Insp & Engin)	0.00	0.00	0.00	0.00		0.00
Economic Development (10075100)	3.00	0.00	0.00	0.00		0.00
Engineering (10015750)	6.00	7.00	7.00	9.00		9.00
Geographic Information Services (GIS) (10015352)	4.00	4.00	4.00	4.00		4.00
Planning and Zoning (10074100)	6.00	7.00	7.00	7.00		7.00
<b>Community Development General Fund</b>	<b>36.00</b>	<b>25.00</b>	<b>25.00</b>	<b>27.00</b>	<b>0.00</b>	<b>27.00</b>
<b>Environmental/Public Works</b>						
Environmental/PW Administration (10041000)	2.15	2.00	2.00	0.00		0.00
Environmental Protection (10071100)	3.00	3.00	3.00	0.00		0.00
Garage	7.00	0.00	0.00	0.00		0.00
<b>Environmental/Public Works General Fund</b>	<b>12.15</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Finance</b>						
Accounting (10016121)	4.00	4.00	4.00	4.00	1.00	5.00
Cash Disbursements (10016123)	3.00	3.00	3.00	3.00		3.00
Cash Receipting (10016152)	3.00	3.00	3.00	2.00		2.00
Finance Administration (10016100)	3.00	3.00	3.00	4.00		4.00
Financial Services (10016122)	6.00	6.00	7.00	8.00		8.00
Purchasing (10016170)	3.00	3.00	3.00	3.00		3.00
Strategic Planning & Budget (10015130)	0.00	3.00	3.00	3.00		3.00
Treasury (10016151)	1.00	1.00	1.00	0.00		0.00
<b>Finance General Fund</b>	<b>23.00</b>	<b>26.00</b>	<b>27.00</b>	<b>27.00</b>	<b>1.00</b>	<b>28.00</b>
<b>Fire</b>						
Fire Administration (10035101)	2.00	2.00	2.00	2.00		2.00
Fire Marshall (10035102)	9.00	9.00	9.00	9.00		9.00
Fire Suppression (10035200)	6.00	6.00	7.00	7.00		7.00
Public Safety Training Facility (10035400)	1.00	1.00	1.00	1.00		1.00
<b>Fire General Fund</b>	<b>18.00</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.00</b>	<b>19.00</b>
<b>Police</b>						
General Investigations (10032200)	22.00	21.00	21.00	26.00		26.00
Jail / Detention (10032260)	33.00	18.00	18.00	18.00		18.00
Patrol (10032230)	77.00	83.00	83.00	84.00	4.00	88.00
Police - Admin Services (10032101)	3.00	3.00	7.00	3.00		3.00
Police - Support Services (10032102)	27.00	38.00	38.00	29.00		29.00
Special Investigations (10032500)	13.00	6.00	6.00	14.00	1.00	15.00
Traffic Enforcement Unit (10032300)	12.00	13.00	13.00	12.00		12.00
<b>Police General Fund</b>	<b>187.00</b>	<b>182.00</b>	<b>186.00</b>	<b>186.00</b>	<b>5.00</b>	<b>191.00</b>

# Position Control History

	FY 2012 Approved Positions	FY 2013 Approved Positions	FY 2014 Revised Positions	FY 2015 Revised Positions	FY 2016 Approved Changes	FY 2016 Approved Positions
<b>Recreation and Parks</b>						
Barrington Hall (10061751)	1.00	1.00	1.00	1.00		1.00
Bulloch Hall (10061752)	1.00	1.00	1.00	1.00		1.00
Cultural Arts (10061753)	2.00	2.00	2.00	2.00		2.00
Historic & Cultural Affairs (10061700)	1.00	1.00	1.00	1.00		1.00
Municipal Complex Grounds (10062201)	2.00	2.00	2.00	2.00		2.00
Parks (10062000)	51.00	51.00	53.00	53.00		53.00
Park Police (10062500)	5.00	5.00	5.00	5.00		5.00
Recreation and Parks - Administration (10061101)	2.00	2.00	2.00	2.00	0.50	2.50
Recreation and Parks Support Services (10061102)	21.00	21.00	21.00	21.00		21.00
Smith Plantation (10061754)	1.00	1.00	1.00	1.00		1.00
<b>Recreation and Parks General Fund</b>	<b>87.00</b>	<b>87.00</b>	<b>89.00</b>	<b>89.00</b>	<b>0.50</b>	<b>89.50</b>
<b>Transportation</b>						
Transportation Engineering & Design (10042102)	5.00	5.00	5.00	5.00		5.00
Transportation Planning (10042103)	3.00	3.00	3.00	3.00		3.00
Land Acquisition and Development (10042104)	3.00	3.00	3.00	3.00		3.00
Street Maintenance (10042200)	31.00	31.00	31.00	31.00		31.00
Traffic Engineering (10042700)	18.00	18.00	18.00	18.00		18.00
Transportation Administration (10042101)	4.00	4.00	4.00	4.00		4.00
<b>Transportation General Fund</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>0.00</b>	<b>64.00</b>
<b>General Fund (100)</b>	<b>485.15</b>	<b>461.00</b>	<b>458.50</b>	<b>458.50</b>	<b>7.50</b>	<b>466.00</b>
<b>E-911 Fund (21538000)</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>		<b>22.00</b>
<b>Water and Sewer Fund (505)</b>						
<i>Environmental/Public Works</i>						
Water Administration (50544100)	2.05	2.05	2.05	2.25		2.25
Water Distribution (50544400)	8.50	8.50	8.50	8.50		8.50
Water Plant (50544300)	7.00	7.00	7.00	7.00		7.00
<b>Water and Sewer Fund (505)</b>	<b>17.55</b>	<b>17.55</b>	<b>17.55</b>	<b>17.75</b>	<b>0.00</b>	<b>17.75</b>
<b>Stormwater Utility Fund Fund (50743200)</b>	<b>9.00</b>	<b>12.00</b>	<b>12.00</b>	<b>13.20</b>		<b>13.20</b>
<b>Solid Waste and Recycling Fund (540)</b>						
<i>Environmental/Public Works</i>						
Solid Waste and Recycling Admin. (54045100)	4.50	4.35	4.35	7.05		7.05
Solid Waste Public Education (54045800)	0.55	0.55	0.55	0.00		0.00
Residential Collection (54045201)	34.00	34.00	34.00	34.00		34.00
Commercial Collection (54045202)	8.00	8.00	8.00	8.00		8.00
Yard Trimmings Collection (451E)	0.00	0.00	0.00			0.00
Solid Waste Disposal (451F)	0.00	0.00	0.00			0.00
Recycling Center (54045500)	6.25	6.25	6.25	6.00		6.00
<b>Solid Waste and Recycling Fund (540)</b>	<b>53.30</b>	<b>53.15</b>	<b>53.15</b>	<b>55.05</b>	<b>0.00</b>	<b>55.05</b>
<b>Fleet Services Fund (60449000)</b>	<b>0.00</b>	<b>7.30</b>	<b>7.30</b>	<b>8.00</b>		<b>8.00</b>
<b>Recreation Participation Fund (555)</b>						
Recreation Participation Administration (55561101)	0.00	0.00	1.00	4.71	0.50	5.21
Recreation Participation Fund (55561200)	17.00	17.00	0.00	0.00		0.00
Recreation Participation-General Programs (55561201)	0.00	0.00	1.30	0.58		0.58
Recreation Participation-Athletics (55561202)	0.00	0.00	4.20	3.06		3.06
Recreation Participation-Tennis (55561203)	0.00	0.00	1.00	0.58		0.58
Recreation Participation-Swim/Sprayground (55561204)	0.00	0.00	0.00	0.04		0.04
Recreation Participation-Gymnastics/Phys Fitness (55561205)	0.00	0.00	4.10	1.64		1.64
Recreation Participation-Dance,Drama,Music (55561206)	0.00	0.00	2.00	1.16		1.16
Recreation Participation - Arts and Crafts (55561207)	0.00	0.00	0.20	0.11		0.11
Recreation Participation - Adult Rec Center (55561210)	0.00	0.00	0.00	1.25	1.00	2.25
Recreation Participation - City Events (55561211)	0.00	0.00	0.00	3.09		3.09
Recreation Participation-ERRP (55561208)	0.00	0.00	1.10	0.63		0.63
Recreation Participation-Rentals (55561209)	0.00	0.00	2.10	0.15		0.15
<b>Participant Recreation Fund (555)</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>1.50</b>	<b>18.50</b>

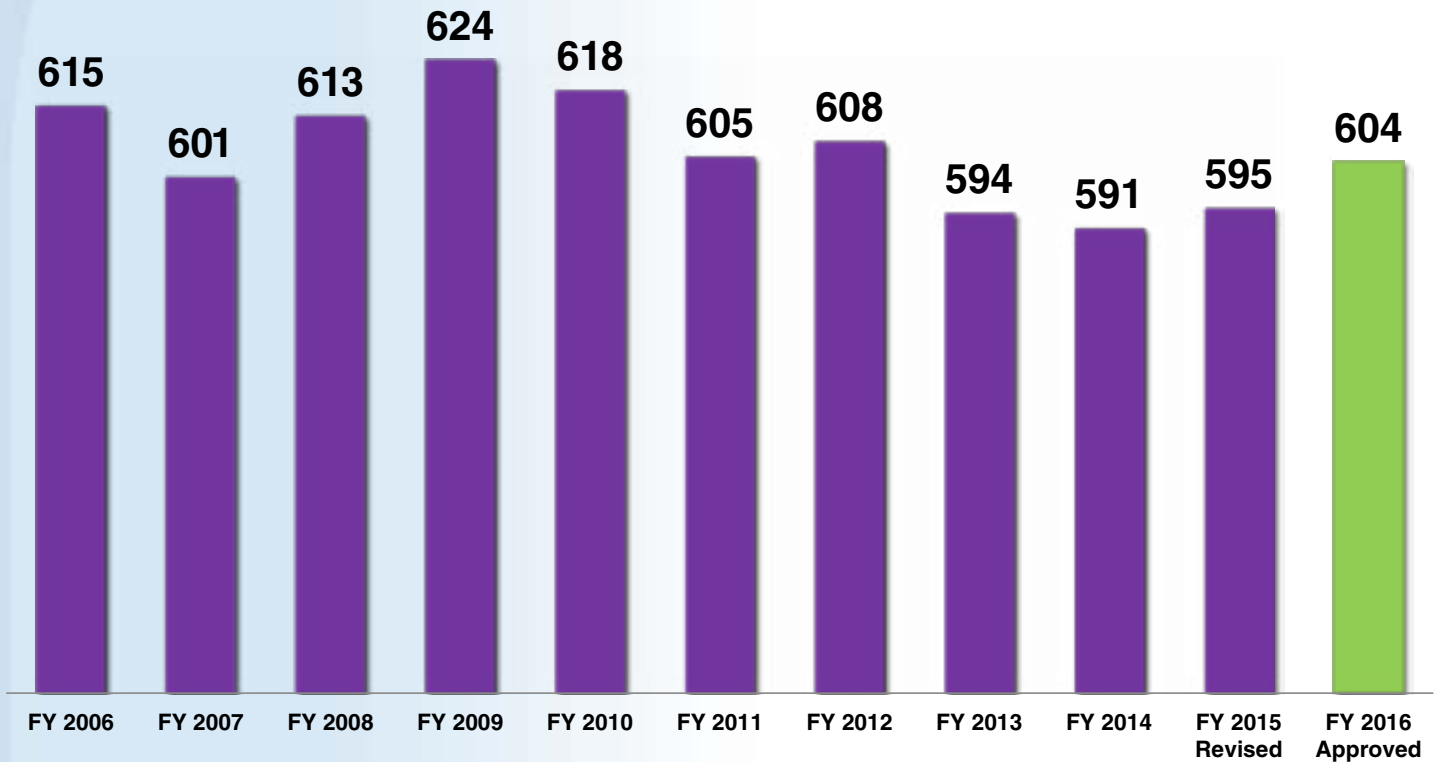
# Position Control History

<b>Leita Thompson Apartment Rental</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>CDBG Grant Fund (22570101)</b>	<b>1.00</b>	<b>1.00</b>	<b>0.50</b>	<b>0.50</b>		<b>0.50</b>
<b>Worker's Compensation Fund (60115401)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>		<b>1.00</b>
<b>Group Health Insurance (60215402)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>		<b>1.00</b>
<b>Risk and Liability Fund (60315550)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>		<b>1.00</b>
	FY 2012 Approved Positions	FY 2013 Approved Positions	FY 2014 Revised Positions	FY 2015 Revised Positions	FY 2016 Approved Changes	FY 2016 Approved Positions
<b>GRAND TOTAL ALL FUNDS</b>	<b>608.00</b>	<b>594.00</b>	<b>591.00</b>	<b>595.00</b>	<b>9.00</b>	<b>604.00</b>





# FY 2016 Approved Full Time Employee Changes



## Added Full-Time Positions: +6

- Police: +5 (4) Additional Police Officers in Patrol and (1) New Police Lieutenant over Special Investigations
- Recreation & Parks: +1 Crew Leader for ARC Therapeutic Pool

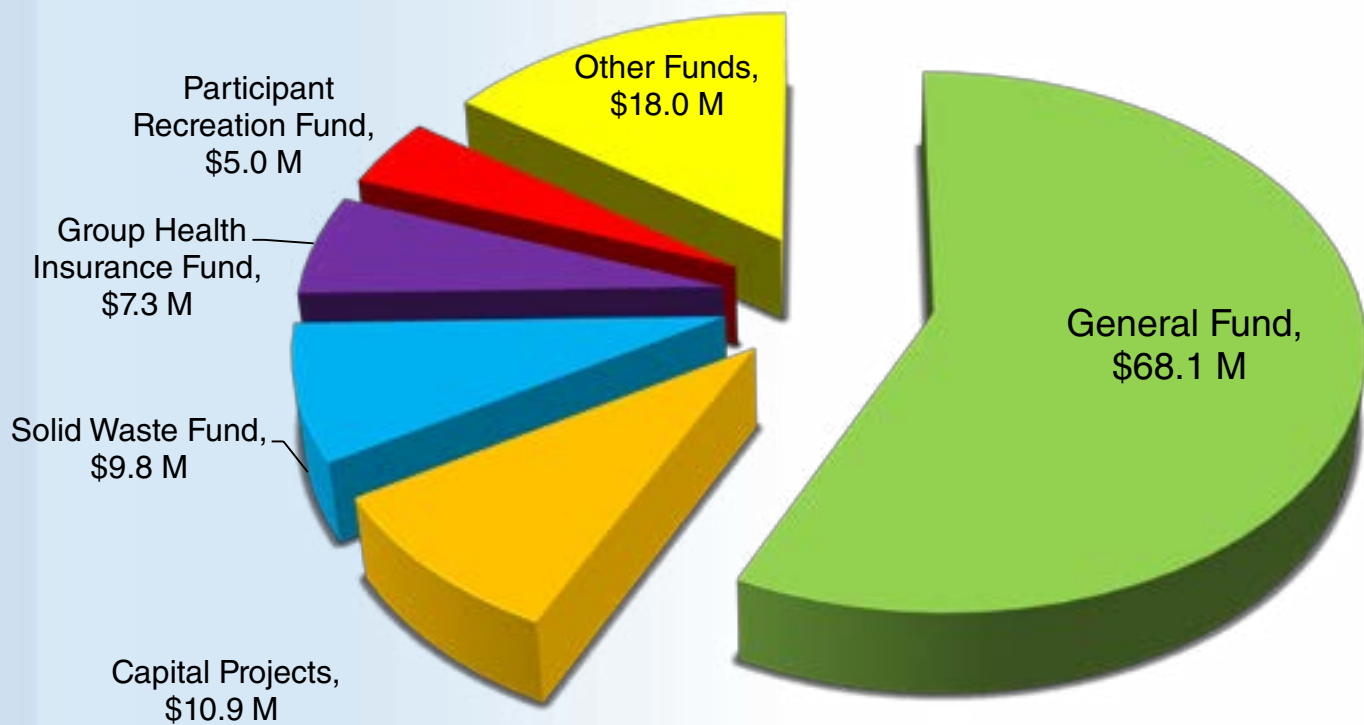
## Part-Time Positions Converted to Full-Time Positions: +3

- Administration: +1 Administrative Specialist (Front Desk)
- Finance: +1 Capital Assets Analyst
- Recreation & Parks: +1 Budget Analyst



# FY 2016 Use of Funds (\$119.2M)

(in millions)



# General Fund

The General Fund is the general operating fund of the City and accounts for all financial resources, except those required to be accounted for in another fund.

Accounting for 57% of the City's total expenditure budget, the General Fund is the largest of the City's funds. The General Fund approved expenditure budget for Fiscal Year 2016 totals \$68,136,110; an increase of \$4,740,381 or 7.5% from the previous fiscal year's approved budget amount of \$63,395,729.

Revenues for the General Fund include sales tax, property tax, franchise, alcohol, business/insurance taxes, licenses, charges for services, fines, interest, miscellaneous, interfund transfers and use of reserves. The total General Fund revenue budget approved for FY 2015 is \$65,324,921 and use of reserves \$2,811,189 for a total General Fund source of funds of \$68,136,110. Property tax is \$22,265,000 or 33% of the total General Fund revenue and is based on an estimated digest.

Sales tax for FY 2016 is approved at \$23,000,000 or 34% of the General Fund revenue. The third largest revenue source is comprised of franchise, alcohol, business/insurance taxes with projected revenues of \$12,735,800 or 19% of General Fund revenue.

These taxes come from electric, gas, cable and phone utilities paying for the use of right of way in the City of Roswell. Other taxes in this category come from alcohol excise taxes paid by the restaurants to serve alcohol in Roswell, licenses to conduct business in the City of Roswell and taxes on premiums from insurance policies sold in Roswell.

Expenditures in the General Fund are approved at \$68,136,110. Personnel expenditures are approved at \$40,360,359 or 59.2% of General Fund expenditures. These expenditures include salaries of full time and part time employees, temporary employees, overtime, and benefits.

Operating costs including professional services, technical services, supplies, repairs and maintenance are approved at \$16,264,214 or 23.9% of the FY 2016 General Fund budget.

The final category is capital/transfers/contingency approved at \$11,511,537 or 16.9%. Capital includes such items as maintenance on city facilities, replacement of equipment, infrastructure improvements and road resurfacing.

Use of Fund Balance is for One-Time Capital or specifically identified Projects.





# General Fund

Estimated Beginning Fund Balance for FY 2016 \$17,638,499

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Property Tax	\$18,422,678	\$21,295,589	\$20,167,543	\$22,265,000
Sales Tax	\$20,507,663	\$21,503,903	\$21,600,000	\$23,000,000
Franchise, Alcohol, Business / Insurance Taxes	\$12,363,301	\$12,555,953	\$12,785,000	\$12,735,800
Licenses & Permits	\$1,521,215	\$2,200,806	\$2,195,500	\$2,212,500
Intergovernmental	\$113,174	\$107,045	\$139,126	\$199,126
Charges for Service - External	\$702,630	\$693,237	\$659,957	\$564,200
Charges for Service - Internal	\$1,640,386	\$1,684,732	\$1,624,602	\$2,038,011
Fines & Forfeitures	\$2,245,883	\$1,702,297	\$2,057,000	\$2,022,000
Interest Income	\$74,052	\$173,605	\$100,000	\$100,000
Miscellaneous Revenues	\$224,676	\$1,820,931	\$127,163	\$82,000
Transfers In	\$275,925	\$462,974	\$106,284	\$106,284
Fund Balance Use or Appropriations	\$5,187,649		\$1,833,554	\$2,811,189
<b>Total Source of Funds</b>	<b>\$63,279,232</b>	<b>\$64,201,073</b>	<b>\$63,395,729</b>	<b>\$68,136,110</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
10 - Administration	\$7,393,059	\$7,956,248	\$8,518,830	\$9,144,646
20 - Citywide Capital	\$12,290,468	\$8,444,014	\$8,212,219	\$10,828,342
30 - Community Development	\$3,282,059	\$3,619,952	\$3,896,312	\$3,804,671
40 - Finance	\$2,149,395	\$2,447,575	\$2,543,048	\$2,645,788
50 - Fire	\$6,174,459	\$6,674,311	\$6,921,740	\$7,338,672
60 - Recreation and Parks	\$9,804,368	\$10,015,479	\$9,836,487	\$10,271,814
70 - Police	\$14,932,341	\$15,746,563	\$16,119,119	\$16,553,953
80 - Public Works	\$386,122	\$488,728	\$0	\$0
90 - Transportation	\$6,866,964	\$7,105,521	\$7,347,974	\$7,548,224
<b>Total Use of Funds</b>	<b>\$63,279,232</b>	<b>\$62,498,392</b>	<b>\$63,395,729</b>	<b>\$68,136,110</b>

Estimated Ending Fund Balance for FY 2016 \$14,827,310

\*The fund balance will decrease by more than 10% due to planned use of fund balance for capital projects and economic development.

# Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City operates several Special Revenue Funds, including Confiscated Assets, E-911, Soil Erosion, Tree Bank, Cemetery Care, Leita Thompson Rental, Scholarship Fund, Grant Funds, and Hotel/Motel.

**Confiscated Assets:** Revenues are projected to be \$90,000 in FY 2016 and \$135,304 use of reserves. Expenditures are approved to be \$225,304 in FY 2016. This fund receives revenue based upon assets seized in criminal activity and varies annually. Expenditures in one year are funded from revenues collected in the previous year. Typically revenues have exceeded the forecasted amount.

**E-911:** Revenues for FY 2016 are projected to be \$1,909,000 and \$185,161 use of reserves. Expenditures are approved at \$1,930,049. This fund provides the Emergency 911 call center function.

**Soil Erosion:** Revenues are projected at \$8,000 and expenditures at \$0. Expenditures may be approved by action of Mayor and Council throughout the fiscal year as specific needs are identified.

**Tree Bank:** Revenues are projected at \$45,000 and expenditures at \$0. Expenditures may be approved by action of Mayor and Council throughout the fiscal year as specific needs are identified.

**Cemetery Care:** No new revenues are projected for FY 2016. Expenditures are approved at \$23,500 and will be funded through use of reserves. This fund is using existing fund balance currently and may in the future require funding from another source.

**Leita Thompson Rental:** Includes the maintenance for the rental property at the Leita Thompson property. Revenues are approved at \$104,000. Expenditures are approved at \$97,692.

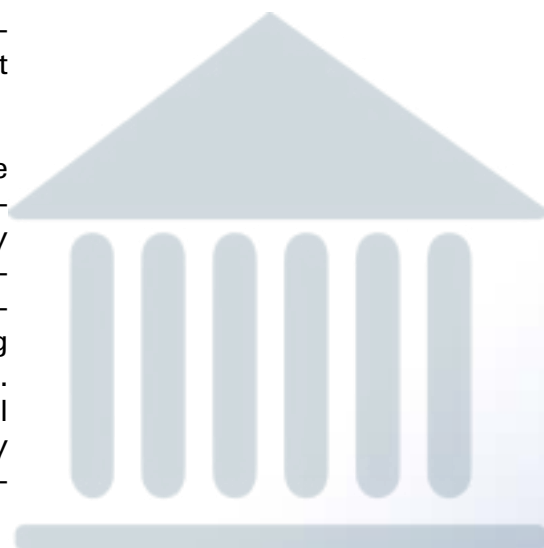
**Scholarship Fund:** Revenues are projected at \$50 and expenditures at \$0. Expenditures may be approved by action of Mayor and Council throughout the fiscal year as specific needs are identified.

**Grant Funds:** Revenues are projected at \$415,187 and expenditures at \$415,187.

Grants are placed into a separate fund for each type of granting organization: Federal, State, and County governments and/or Local Organizations. Grants allow the city to accomplish vital goals while lessening the tax burden for Roswell residents. The grants will not appear on the All Funds Summary. Grants in the City of Roswell require Mayor and Council

approval prior to acceptance and are budgeted at the time of acceptance.

**Hotel-Motel:** Includes funding for Historic Trails, the Historic Roswell Convention and Visitors Bureau and Roswell Inc. Revenues are projected to be \$854,000 and \$184,331 use of reserves. Expenditures are approved at \$1,038,331 for FY 2015.



# Confiscated Asset Fund

Estimated Beginning Fund Balance for FY 2016 \$187,144

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Charges for Service - External</b>	\$68,253	\$50,553	\$5,000	\$10,000
<b>Fines &amp; Forfeitures</b>	\$164,044	\$86,949	\$80,000	\$80,000
<b>Interest Income</b>	\$2,869	\$-2,511	\$5,000	\$0
<b>Miscellaneous Revenues</b>	\$0	\$12,105	\$0	\$0
<b>Fund Balance Use or Appropriations</b>	\$174,114	\$133,462	\$244,654	\$135,304
<b>Total Source of Funds</b>	\$409,281	\$280,559	\$334,654	\$225,304

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>70 - Police</b>	\$409,281	\$280,559	\$334,654	\$225,304
<b>Total Use of Funds</b>	\$409,281	\$280,559	\$334,654	\$225,304

Estimated Ending Fund Balance for FY 2016 \$51,840

\*The fund balance will decrease by more than 10% due to planned use of fund balance.

# E911 Fund

Estimated Beginning Fund Balance for FY 2016 \$1,566,206

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Charges for Service - External</b>	\$1,803,655	\$1,953,564	\$1,845,000	\$1,905,000
<b>Interest Income</b>	\$5,584	\$13,411	\$4,000	\$4,000
<b>Miscellaneous Revenues</b>	\$0	\$0	\$0	\$0
<b>Transfers In</b>	\$0	\$0	\$0	\$0
<b>Fund Balance Use or Appropriations</b>			\$81,049	\$185,161
<b>Total Source of Funds</b>	\$1,809,239	\$1,966,975	\$1,930,049	\$2,094,161

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>70 - Police</b>	\$1,691,387	\$1,851,308	\$1,930,049	\$2,094,161
<b>Total Use of Funds</b>	\$1,691,387	\$1,851,308	\$1,930,049	\$2,094,161

Estimated Ending Fund Balance for FY 2016 \$1,381,045

\*The fund balance will decrease by more than 10% due to planned use of fund balance.



# Soil Erosion Fund

Estimated Beginning Fund Balance for FY 2016 \$178,980

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Licenses & Permits	\$7,388	\$25,764	\$8,000	\$8,000
Interest Income	\$1,070	\$140	\$0	\$0
Miscellaneous Revenues	\$0	\$0	\$0	\$0
Fund Balance Use or Appropriations		\$106,412	\$0	\$0
<b>Total Source of Funds</b>	<b>\$8,458</b>	<b>\$132,316</b>	<b>\$8,000</b>	<b>\$8,000</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
30 - Community Development	\$0	\$132,316	\$0	\$0
<b>Total Use of Funds</b>	<b>\$0</b>	<b>\$132,316</b>	<b>\$0</b>	<b>\$0</b>

Estimated Ending Fund Balance for FY 2016 \$186,980

# Tree Bank Fund

Estimated Beginning Fund Balance for FY 2016 \$170,879

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Interest Income	\$3,129	\$-270	\$0	\$0
Miscellaneous Revenues	\$14,500	\$44,239	\$45,000	\$45,000
Fund Balance Use or Appropriations			\$0	\$0
<b>Total Source of Funds</b>	<b>\$17,629</b>	<b>\$43,969</b>	<b>\$45,000</b>	<b>\$45,000</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
30 - Community Development	\$3,900	\$0	\$0	\$0
<b>Total Use of Funds</b>	<b>\$3,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Estimated Ending Fund Balance for FY 2016 \$215,879

# Cemetery Fund

Estimated Beginning Fund Balance for FY 2016 \$29,085

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Charges for Service - External	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$0	\$0
Fund Balance Use or Appropriations	\$21,718	\$13,200	\$23,500	\$23,500
<b>Total Source of Funds</b>	<b>\$21,718</b>	<b>\$13,200</b>	<b>\$23,500</b>	<b>\$23,500</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
60 - Recreation and Parks	\$21,718	\$13,200	\$23,500	\$23,500
<b>Total Use of Funds</b>	<b>\$21,718</b>	<b>\$13,200</b>	<b>\$23,500</b>	<b>\$23,500</b>

Estimated Ending Fund Balance for FY 2016 \$5,585

\*The fund balance will decrease by more than 10% due to planned use of fund balance.

# Leita Thompson Fund

Estimated Beginning Fund Balance for FY 2016 \$167,839

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Interest Income	\$0	\$0	\$0	\$0
Miscellaneous Revenues	\$99,497	\$103,249	\$104,000	\$104,000
Fund Balance Use or Appropriations			\$20,328	\$0
<b>Total Source of Funds</b>	<b>\$99,497</b>	<b>\$103,249</b>	<b>\$124,328</b>	<b>\$104,000</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
60 - Recreation and Parks	\$69,433	\$93,645	\$124,328	\$97,692
<b>Total Use of Funds</b>	<b>\$69,433</b>	<b>\$93,645</b>	<b>\$124,328</b>	<b>\$97,692</b>

Estimated Ending Fund Balance for FY 2016 \$174,147

# Scholarship Fund

Estimated Beginning Fund Balance for FY 2016 \$25,000

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Interest Income	\$48	\$47	\$0	\$50
Miscellaneous Revenues	\$0	\$0	\$0	\$0
Fund Balance Use or Appropriations			\$0	\$0
<b>Total Source of Funds</b>	<b>\$48</b>	<b>\$47</b>	<b>\$0</b>	<b>\$50</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
60 - Recreation and Parks	\$0	\$0	\$0	\$0
<b>Total Use of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Estimated Ending Fund Balance for FY 2016 \$25,050

# CDBG Grant Funds

Estimated Beginning Fund Balance for FY 2016 \$0

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Intergovernmental	\$202,188	\$118,862	\$20,270	\$415,187
Fund Balance Use or Appropriations			\$0	\$0
<b>Total Source of Funds</b>	<b>\$202,188</b>	<b>\$118,862</b>	<b>\$20,270</b>	<b>\$415,187</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
10 - Administration	\$295,905	\$172,707	\$20,270	\$415,187
<b>Total Use of Funds</b>	<b>\$295,905</b>	<b>\$172,707</b>	<b>\$20,270</b>	<b>\$415,187</b>

Estimated Ending Fund Balance for FY 2016 \$0



# Hotel/Motel Fund

Estimated Beginning Fund Balance for FY 2016

\$455,633

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Franchise, Alcohol, Business / Insurance Taxes	\$796,843	\$874,776	\$850,000	\$850,000
Interest Income	\$11,964	\$7,416	\$4,000	\$4,000
Miscellaneous Revenues	\$1,104	\$0	\$0	\$0
Transfers In	\$75,000	\$0	\$0	\$0
Fund Balance Use or Appropriations	\$280,649	\$93,726	\$184,331	\$295,942
<b>Total Source of Funds</b>	<b>\$1,165,560</b>	<b>\$975,918</b>	<b>\$1,038,331</b>	<b>\$1,149,942</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
10 - Administration	\$561,807	\$535,918	\$558,331	\$1,149,942
30 - Community Development	\$410,000	\$440,000	\$480,000	\$0
60 - Recreation and Parks	\$193,753	\$0	\$0	\$0
<b>Total Use of Funds</b>	<b>\$1,165,560</b>	<b>\$975,918</b>	<b>\$1,038,331</b>	<b>\$1,149,942</b>

Estimated Ending Fund Balance for FY 2016

\$159,691

\*The fund balance will decrease by more than 10% due to planned use of fund balance.



# Enterprise Funds

Enterprise Funds are proprietary funds that are financed and operated in a manner similar to a private business. The individual funds are to be self-supporting and generate enough revenue to cover costs. The City operates four Enterprise Funds: Solid Waste, Water / Sewer, Recreation Participation, and Stormwater Utility. These funds maintain stabilization funds of 16.67% of budgeted expenditures to assure adequate resources and to mitigate short-term effects of revenue shortage. Unassigned fund balance may be used for capital expenditures or planned use of fund balance.

**Solid Waste Fund:** FY 2016 revenues are approved at \$8,759,000 in addition to the use \$1,047,701 of unassigned fund balance. Expenditures are approved at \$9,806,701 for FY 2015. Services accounted for in the fund include Sanitation Collection (Residential, Commercial, and Yard Waste) and Waste Disposal and Recycling (Collection and Recycling Center). Revenues come from the rates charged to residential and commercial property owners.

**Water / Sewer Fund:** FY 2016 revenues are approved at \$3,556,927 for the Water Fund. Expenditures for FY 2015 are approved at \$3,406,415. Services accounted for in this fund include water and sewer service to a portion of the City. This Fiscal Year includes a planned rate increase based on the plan adopted by council.

**Recreation Participation Fund:** Revenues are approved at \$5,121,391, including \$321,391 as a transfer from General Fund. Expenditures for FY 2015 are approved at \$5,025,838. Revenue comes from the recreation participant fees and a transfer from the General Fund to subsidize overhead costs.

**Stormwater Utility Fund:** Revenues are approved at \$3,130,000 in FY 2016 and expenditures are approved at \$3,765,917 for FY 2016. Revenues are collected from property owners based on the amount of impervious surface of the property. Stormwater expenditures include stormwater pipe, culvert and drainage improvements and repairs. FY 2016 includes a use of reserves in the amount of \$635,917 for capital expenditures.



# Water / Sewer Fund

Estimated Beginning Fund Balance for FY 2016 \$831,286

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Licenses & Permits	\$1,065	\$525	\$1,000	\$700
Charges for Service - External	\$3,216,900	\$3,249,549	\$3,142,400	\$3,534,400
Interest Income	\$-10,104	\$21,830	\$6,000	\$21,827
Miscellaneous Revenues	\$0	\$9,761	\$0	\$0
Transfers In	\$0	\$50,000	\$0	\$0
Fund Balance Use or Appropriations			\$227,517	\$0
<b>Total Source of Funds</b>	<b>\$3,207,862</b>	<b>\$3,331,665</b>	<b>\$3,376,917</b>	<b>\$3,556,927</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
80 - Public Works	\$2,854,652	\$3,105,611	\$3,376,917	\$3,406,415
<b>Total Use of Funds</b>	<b>\$2,854,652</b>	<b>\$3,105,611</b>	<b>\$3,376,917</b>	<b>\$3,406,415</b>

Estimated Ending Fund Balance for FY 2016 \$981,798

# Stormwater Utility Fund

Estimated Beginning Fund Balance for FY 2016 \$1,460,896

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Charges for Service - External	\$3,052,032	\$3,046,175	\$3,110,000	\$3,125,000
Interest Income	\$10,680	\$7,612	\$5,000	\$5,000
Miscellaneous Revenues	\$0	\$0	\$0	\$0
Fund Balance Use or Appropriations			\$177,355	\$635,917
<b>Total Source of Funds</b>	<b>\$3,062,712</b>	<b>\$3,053,787</b>	<b>\$3,292,355</b>	<b>\$3,765,917</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
80 - Public Works	\$1,517,151	\$1,841,496	\$3,292,355	\$3,765,917
<b>Total Use of Funds</b>	<b>\$1,517,151</b>	<b>\$1,841,496</b>	<b>\$3,292,355</b>	<b>\$3,765,917</b>

Estimated Ending Fund Balance for FY 2016 \$824,979

\*The fund balance will decrease by more than 10% due to planned use of fund balance for capital projects



# Solid Waste Fund

Estimated Beginning Fund Balance for FY 2016 \$7,425,396

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Charges for Service - External</b>	\$8,857,240	\$8,635,723	\$8,849,000	\$8,729,000
<b>Interest Income</b>	\$-2,735	\$109,819	\$30,000	\$30,000
<b>Miscellaneous Revenues</b>	\$0	\$17,987	\$0	\$0
<b>Fund Balance Use or Appropriations</b>	\$41,342	\$428,516	\$1,190,237	\$1,047,701
<b>Total Source of Funds</b>	\$8,895,847	\$9,192,045	\$10,069,237	\$9,806,701

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>00 - Non Department</b>	\$0	\$94,710	\$0	\$0
<b>80 - Public Works</b>	\$8,895,847	\$9,097,335	\$10,069,237	\$9,806,701
<b>Total Use of Funds</b>	\$8,895,847	\$9,192,045	\$10,069,237	\$9,806,701

Estimated Ending Fund Balance for FY 2016 \$6,377,695

\*The fund balance will decrease by more than 10% due to planned use of fund balance for capital projects.

# Recreation Participation Fund

Estimated Beginning Fund Balance for FY 2016 \$908,133

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Charges for Service - External</b>	\$4,672,406	\$4,576,669	\$4,511,500	\$4,800,000
<b>Interest Income</b>	\$7,481	\$21,380	\$0	\$0
<b>Miscellaneous Revenues</b>	\$0	\$0	\$0	\$0
<b>Transfers In</b>	\$571,391	\$610,752	\$321,391	\$321,391
<b>Fund Balance Use or Appropriations</b>			\$425,070	\$0
<b>Total Source of Funds</b>	\$5,251,278	\$5,208,801	\$5,257,961	\$5,121,391

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>60 - Recreation and Parks</b>	\$4,965,013	\$4,801,110	\$5,257,961	\$5,025,838
<b>Total Use of Funds</b>	\$4,965,013	\$4,801,110	\$5,257,961	\$5,025,838

Estimated Ending Fund Balance for FY 2016 \$1,003,686

# Internal Service Funds

Internal Service Funds are proprietary funds that track expenditures of services provided to departments, typically on a cost reimbursement basis. For the City of Roswell these funds include: Group Benefits Fund, Risk/Liability Fund, Worker's Compensation Fund and the Fleet Services Fund.

**Group Benefit Fund:** Revenues from the Group Benefit fund come from \$6,422,215 in City contributions and \$827,055 in employee contributions. There is also a use of reserves expected to be \$986. Expenditures will go toward premiums for health, dental, life and other benefits. This fund is budgeted at \$7,250,256 for group benefit expenses.

**Risk/Liability Fund:** Revenues for the Risk/Liability fund come from transfers in from other departments and fund the liability premiums paid by the City. This fund is budgeted at \$1,050,000 for revenues and \$1,175,625 for expenditures. The FY 2016 approved budget uses \$125,625 of the fund balance.

**Worker's Compensation Fund:** Revenues for the Worker's Compensation Fund come from transfers in from other departments and fund the City's self-insurance of worker's compensation claims. This fund is budgeted at \$466,000 for revenues and \$564,496 for expenditures. The FY 2015 approved budget uses \$98,496 of the fund balance.

**Fleet Services Fund:** Revenues for the Fleet Services Fund come from transfers in from other departments and fund the City's fleet services program. This fund is budgeted at \$723,960 for revenues and \$718,715 for expenditures.



# Group Benefits Fund

Estimated Beginning Fund Balance for FY 2016 \$2,217,943

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Charges for Service - External	\$0	\$-0	\$0	\$0
Interest Income	\$3,039	\$643	\$0	\$0
Miscellaneous Revenues	\$98,897	\$1,830	\$0	\$0
Transfers In	\$0	\$19,981	\$0	\$0
Fund Balance Use or Appropriations	\$586,301	\$25,788		\$986
<b>Total Source of Funds</b>	<b>\$6,881,310</b>	<b>\$7,188,383</b>	<b>\$7,150,051</b>	<b>\$7,250,256</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
10 - Administration	\$0	\$0	\$0	\$0
20 - Citywide Capital	\$6,881,310	\$7,188,383	\$7,150,051	\$7,250,256
<b>Total Use of Funds</b>	<b>\$6,881,310</b>	<b>\$7,188,383</b>	<b>\$7,150,051</b>	<b>\$7,250,256</b>

Estimated Ending Fund Balance for FY 2016 \$2,216,957

# Risk/Liability Fund

Estimated Beginning Fund Balance for FY 2016 \$1,657,735

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Charges for Service - Internal	\$1,025,417	\$1,050,000	\$1,050,000	\$1,050,000
Interest Income	\$17,850	\$8,328	\$0	\$0
Miscellaneous Revenues	\$0	\$9,705	\$0	\$0
Transfers In	\$0	\$0	\$0	\$0
Fund Balance Use or Appropriations			\$87,960	\$125,625
<b>Total Source of Funds</b>	<b>\$1,043,267</b>	<b>\$1,068,033</b>	<b>\$1,137,960</b>	<b>\$1,175,625</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
20 - Citywide Capital	\$888,137	\$1,015,497	\$1,137,960	\$1,175,625
<b>Total Use of Funds</b>	<b>\$888,137</b>	<b>\$1,015,497</b>	<b>\$1,137,960</b>	<b>\$1,175,625</b>

Estimated Ending Fund Balance for FY 2016 \$1,532,110



# Worker's Compensation Fund

Estimated Beginning Fund Balance for FY 2016 \$2,430,322

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Charges for Service - Internal	\$446,352	\$466,000	\$466,000	\$0
Interest Income	\$-7,687	\$18,555	\$0	\$0
Miscellaneous Revenues	\$1,000	\$6,348	\$0	\$0
Transfers In	\$0	\$0	\$0	\$466,000
Fund Balance Use or Appropriations	\$16,427	\$30,286	\$37,655	\$98,496
<b>Total Source of Funds</b>	<b>\$456,093</b>	<b>\$521,189</b>	<b>\$503,655</b>	<b>\$564,496</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>20 - Citywide Capital</b>	<b>\$456,093</b>	<b>\$521,189</b>	<b>\$503,655</b>	<b>\$564,496</b>
<b>Total Use of Funds</b>	<b>\$456,093</b>	<b>\$521,189</b>	<b>\$503,655</b>	<b>\$564,496</b>

Estimated Ending Fund Balance for FY 2016 \$2,331,826

# Fleet Services Fund

Estimated Beginning Fund Balance for FY 2016 \$49,997

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
Transfers In	\$591,067	\$722,259	\$714,115	\$723,960
Fund Balance Use or Appropriations	\$10,144			
<b>Total Source of Funds</b>	<b>\$601,210</b>	<b>\$722,260</b>	<b>\$714,115</b>	<b>\$723,960</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>80 - Public Works</b>	<b>\$601,210</b>	<b>\$662,067</b>	<b>\$714,115</b>	<b>\$718,715</b>
<b>Total Use of Funds</b>	<b>\$601,210</b>	<b>\$662,067</b>	<b>\$714,115</b>	<b>\$718,715</b>

Estimated Ending Fund Balance for FY 2016 \$55,242

# Capital Project Funds

The Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds) and capital outlay. The Capital Project Funds are separated into two funds specifically for capital projects: Impact Fee Fund and Capital Projects Fund.

**Impact Fee Fund:** Revenues come from development fees used to offset the cost to the City for increased service levels and are estimated to be \$1,177,926 in FY 2016. Revenues are dependent upon development activity throughout the City, and the ordinance was under revision during the budget process. Expenditures are budgeted at \$2,586,600 for specific projects, outlined in the Capital Improvement Program section of this document.

**Capital Projects Fund:** Revenues of \$9,691,865 are transfers from General Fund and Confiscated Assets Fund to fund capital. There are also Lease Proceeds in \$838,200 and use of Capital Projects Fund Balance of \$417,604. Expenditures are budgeted at \$10,947,669 for specific projects, outlined in the Capital Improvement Program section of this document.



# Impact Fee Fund

Estimated Beginning Fund Balance for FY 2016 \$1,210,316

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Charges for Service - External</b>	\$542,957	\$669,436	\$530,000	\$1,177,926
<b>Interest Income</b>	\$18,663	\$14,016	\$5,000	\$0
<b>Miscellaneous Revenues</b>	\$0	\$0	\$0	\$0
<b>Fund Balance Use or Appropriations</b>				\$1,408,674
<b>Total Source of Funds</b>	\$561,620	\$683,452	\$535,000	\$2,586,600

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>50 - Fire</b>	\$0	\$0	\$0	\$0
<b>60 - Recreation and Parks</b>	\$202,511	\$0	\$45,000	\$0
<b>90 - Transportation</b>	\$99,487	\$32,845	\$25,000	\$2,586,600
<b>Total Use of Funds</b>	\$301,998	\$32,845	\$70,000	\$2,586,600

Estimated Ending Fund Balance for FY 2016 -\$198,358





# Capital Projects Fund

Estimated Beginning Fund Balance for FY 2016 \$913,390

	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>Intergovernmental</b>	\$49,403	\$524,914	\$0	\$0
<b>Charges for Service - External</b>	\$0	\$0	\$0	\$0
<b>Interest Income</b>	\$-151,709	\$238,657	\$0	\$0
<b>Miscellaneous Revenues</b>	\$35,000	\$34,672	\$0	\$0
<b>Transfers In</b>	\$12,221,730	\$8,410,151	\$7,156,356	\$9,691,865
<b>Lease Proceeds</b>	\$0	\$0	\$783,916	\$838,200
<b>Fund Balance Use or Appropriations</b>		\$2,126,139		\$417,604
<b>Total Source of Funds</b>	<b>\$12,154,424</b>	<b>\$11,334,533</b>	<b>\$7,940,272</b>	<b>\$10,947,669</b>

	FY 2013 Actual Expense	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2016 Approved Budget
<b>10 - Administration</b>	\$1,987,539	\$2,591,195	\$1,189,845	\$1,674,444
<b>20 - Citywide Capital</b>	\$663,253	\$1,774,763	\$1,653,360	\$1,654,203
<b>30 - Community Development</b>	\$19,933	\$80,127	\$578,167	\$710,000
<b>40 - Finance</b>	\$0	\$0	\$0	\$0
<b>50 - Fire</b>	\$1,472,363	\$230,054	\$967,655	\$1,439,337
<b>60 - Recreation and Parks</b>	\$351,321	\$2,031,054	\$981,000	\$1,206,000
<b>70 - Police</b>	\$363,695	\$948,806	\$791,000	\$756,085
<b>80 - Public Works</b>	\$4,199	\$33,800	\$100,000	\$0
<b>90 - Transportation</b>	\$5,087,195	\$3,644,735	\$1,679,245	\$3,507,600
<b>Total Use of Funds</b>	<b>\$9,949,497</b>	<b>\$11,334,533</b>	<b>\$7,940,272</b>	<b>\$10,947,669</b>

Estimated Ending Fund Balance for FY 2016 \$495,786



# General Fund

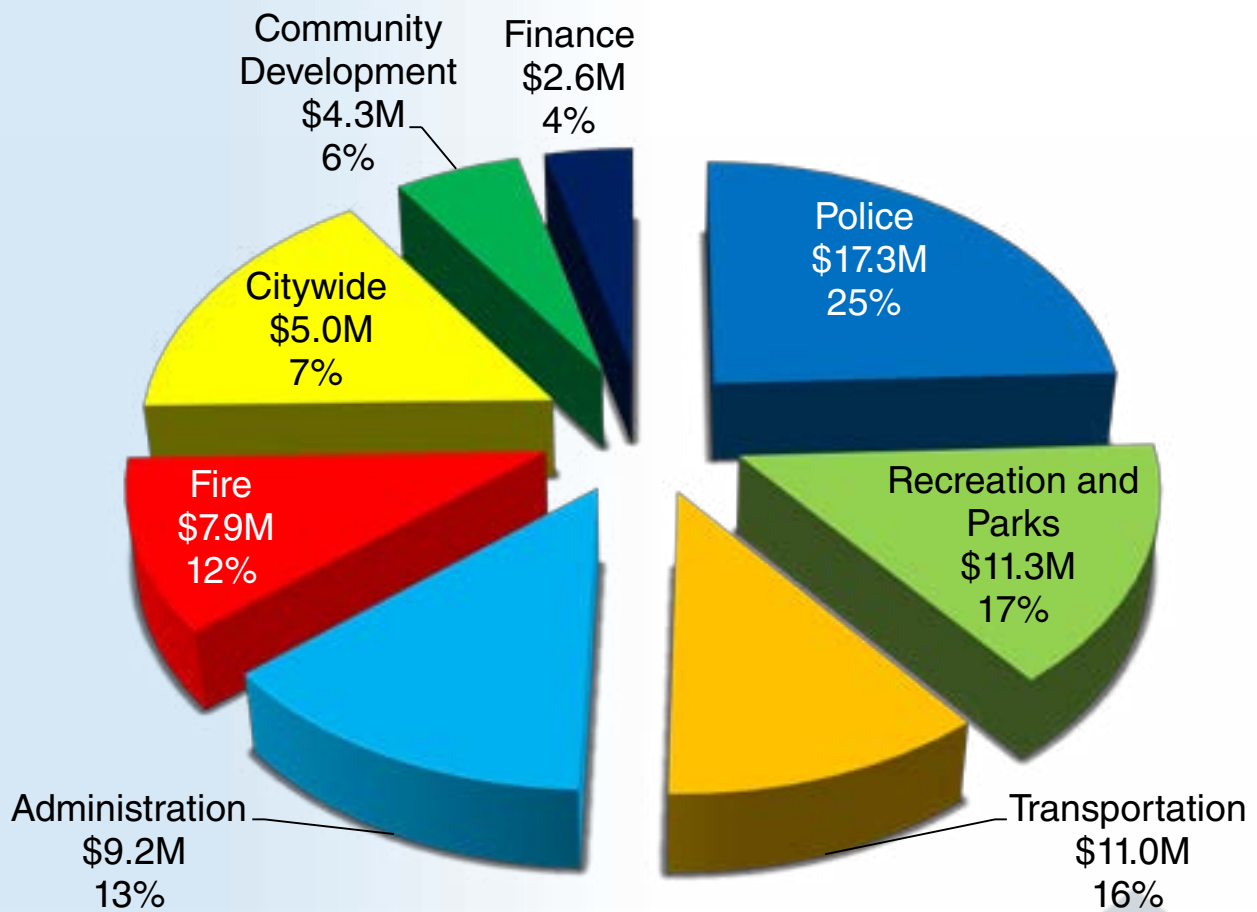
The General Fund is the general operating fund of the City and is used to account for all financial resources, except for in another fund.

The eight Departments are Administration, Community Development, Environmental/Public Works, Finance, Fire, Police, Recreation, Parks, Historic and Cultural Affairs and Transportation.



# General Fund FY 2016 Use of Funds (\$68.1M)

(in millions)



# General Fund Summary

## Adjusted Base Budget

FY 2015 Approved Operating Budget	\$63,395,729
FY 2015 Capital Removed	-\$7,034,356
FY 2015 Adjustments to Beginning Base	-\$316,439
Net Professional & Contract Service Changes	\$46,864
Salary Adjustments	-\$156,635
Vacancy Savings	-\$188,000
SAFEBuilt and Court Services Adjustments	\$71,425
Department Changes to Base	-\$75,353
Retirement Adjustments (DB & DC Plans)	-\$32,304
Garage Base Rate & Mechanics Rate Adjustments	\$6,038
Bank Fees Adjustment	\$35,000
Group Benefits for Qualified PT Employees	+ \$208,125

**Adjusted Base Budget** **\$55,960,094**

## New Initiative Requests

### Citywide

1 Group Benefits Increase	\$476,378
2 Salary Contingency (Public Safety & General Government Salary Study Implementation)	\$545,000
3 Reclassifications/Reorganization (Finance, Rec & Parks)	\$40,000
4 Additional Operating Contingency	\$149,762
5 Move 1/2 of Progress Partners funding to Contingency	\$12,500

### Administration

1 Municipal Election	\$262,613
2 Citywide IT Maintenance Adjustment	\$325,055
3 Increase "per session" pay for Municipal Judges	\$9,166
4 Conversion of (2) PT Administrative Specialist Positions to (1) FT Administrative Specialist Position	\$0
5 Education and Training/Travel for Special Events Staff	\$3,000
6 Legal Services Increase	\$40,000

### Community Development

1 Parking and Stormwater study for downtown area	\$50,000
2 Move 1/2 of Progress Partners funding to Contingency	-\$12,500
0 funding Carryover \$75,000 of unspent Roswell Downtown Development Authority	\$0

### Finance

1 Conversion of PT Capital Assets Analyst to a FT Position	\$40,905
2 Online Priority Based Budgeting Tools	\$12,500
3 Implement Monthly Billing for Utility Bills	\$14,500

### Fire

1 Community Emergency Response Team Education Program	\$25,312
2 Medical Advisor services	\$12,000

### Police

1 (4) additional Police Officer Positions (1st yr funding for 6 months. Annual Recurring Cost \$266,800)	\$133,400
2 (1) additional Lieutenant Position for Special Investigations	\$85,934



# General Fund Summary (continued)

## *Recreation, Parks, Historic, and Cultural Affairs*

0 Roswell Arts Commission - Executive Director for non-profit	\$100,000
Roswell Arts Commission - Contingency for Community Cultural Plan	
0 implementation	\$75,000
0 Fully fund Roswell Arts Commission request for FY16	\$18,130
0 Carryover \$36,870 of unspent Roswell Arts Commission funding	\$0
1 Convert PT Budget Analyst Position to a FT Position	\$43,339
2 Strategic Plan Update	\$15,000
3 Decorative, year-round lighting on public property	\$10,000

## *Transportation*

1 Increased Electricity for Street Lights	\$78,840
2 Increased Contract Services - Landscaping	+ \$16,100

**Total New Initiative Requests** **\$2,581,934**

## Maintenance Capital Requests

### *Citywide*

1 Citywide Facilities Maintenance (FCA)	\$1,406,444
2 Citywide Vehicle Replacement Program	\$1,654,203
3 Citywide Facilities Maintenance - LEC Roof	\$170,000

### *Administration*

1 IT Equipment Replacement Program	\$68,000
2 Additional Funding for Phone System Replacement	\$30,000

### *Community Development*

1 Aerial Photography - Cooperative Project with N. Fulton Cities	\$35,000
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### *Fire*

1 Cardiac Monitor Replacement	\$69,557
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### *Police*

1 Tactical Vests and Helmets	\$20,000
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## *Recreation, Parks, Historic, and Cultural Affairs*

1 System Wide Park Improvements (Beautification)	\$100,000
2 Small Equipment Replacement Program	\$36,000
3 Athletic Field Improvements (Light Pole & Fence Replacements)	\$28,000
4 Historic Homes Maintenance	\$42,000
5 Playground Replacement - Riverside Park (includes Shade Structure)	\$160,000
6 Painting & Flooring for Cultural Arts Center Auditorium	\$150,000
7 Recreation & Parks Maintenance Program (includes retaining wall repair, asphalt resurfacing/restriping and tennis court resurfacing)	\$375,000

# General Fund Summary (continued)

## *Transportation*

1 Citywide Road Resurfacing and Reconstruction	\$1,834,200
Pedestrian Mobility (Pedestrian Crosswalks, Sidewalks, Safety Enhancements)	\$250,000
2 Excavator Replacement	\$100,000
4 Zero Turn Mower Replacement	\$24,000
5 Wood Chipper Replacement	+ \$36,000

**Total Maintenance Capital Requests** **\$6,588,404**

## One Time Capital Requests

### *Citywide*

1 City Green - Additional Funding for Design of City Green Component	\$175,000
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### *Community Development*

1 East/West Alley Phase 1 (Option 2, Phase 1 - Total Project \$800,000)	\$500,000
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### *Fire*

1 Personal Protective Equipment Replacement	\$522,580
2 Fire Station Security Upgrades	\$9,000

### *Police*

1 TDMA Compliant Radio Units for City	\$422,900
2 Vehicles & Radios - 4 New Officers	\$222,000
3 Special Investigations Lieutenant Vehicle	\$50,500
4 Police Bicycle Patrol Upgrade	\$7,400
5 Squadroom Furniture Replacement	\$10,000

### *Recreation, Parks, Historic, and Cultural Affairs*

1 ADA Compliance of City Facilities	\$25,000
2 Outdoor Security Cameras for Parks	\$40,000
3 Barrington Hall Restroom Facility	\$75,000
4 Challenge grant funding towards a whirlpool at the ARC Therapeutic pool	\$75,000
5 Expanding the scope of the River Parks Master Plan	\$25,000

### *Transportation*

1 Sun Valley Phase 1 Construction (Total FY 2016 Request \$3,500,000)	\$913,400
2 Sidewalk Connectivity	\$250,000
3 Connectivity Partnership Program	+ \$100,000

**Total One Time Capital Requests** **\$3,422,780**

# General Fund Unfunded Requests

## Unfunded New Initiative Requests

Dept	Description	Amount
Finance	Online Financial Transparency Reporting	\$19,500
Fire	Increase Firefighter Staffing from 28 to 30	\$304,852
Police	CSI Technical Services	\$5,000
Police	(1) additional Police Officer Positions (1st yr funding for 6 months. Annual Recurring Cost \$66,700)	\$33,350
Police	Intelligence Software	\$18,000
Police	ALPR Tag Readers and Database	\$18,000
Rec&Parks	Unfunded Roswell Arts Commission Requests	\$205,630
Rec&Parks	City Hall Registration Renovations	\$22,000
<b>Total Unfunded New Initiative Requests</b>		<b>\$626,332</b>

## Unfunded Maintenance Capital Requests

Dept	Description	Amount
Admin	Aboveground Storage Tank at Cultural Arts Center	\$35,000
Police	Patrol Rifle Reflex System Upgrade	\$32,500
Rec&Parks	Historic Homes Maintenance (painting tin roof @ Bulloch Hall)	\$8,000
<b>Total Unfunded Maintenance Capital Requests</b>		<b>\$75,500</b>

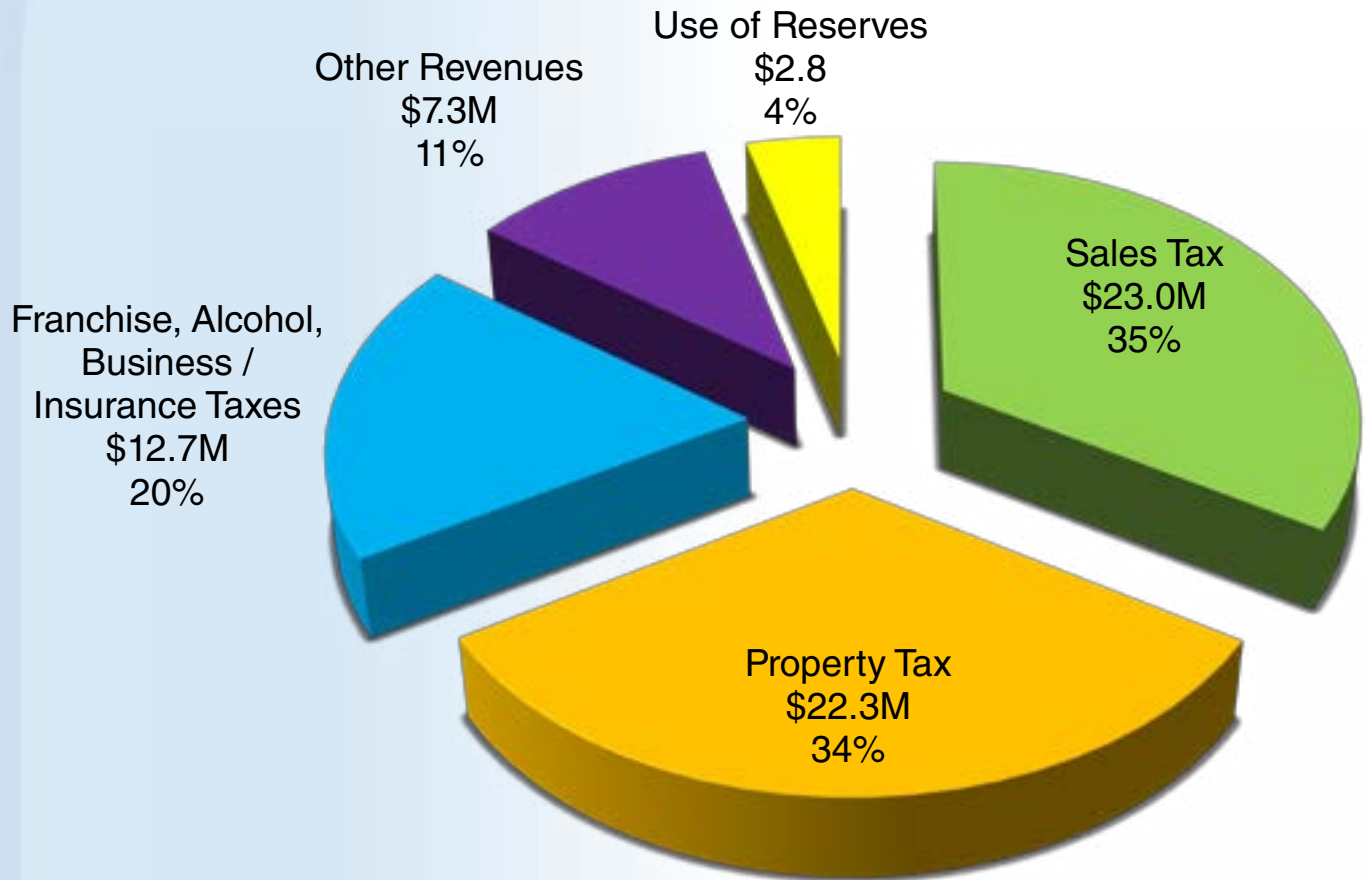
## Unfunded One-Time Capital Requests

Dept	Description	Amount
Citywide	City Green construction	\$5,043,546
Citywide	Emergency Generators at Roswell Area Park & East Roswell Area Park	\$350,000
Police	Vehicle & Radio - 1 New Officers	\$55,500
<b>Total Unfunded One-Time Capital Requests</b>		<b>\$5,449,046</b>



# General Fund FY 2016 Source of Funds (\$68.1M)

(in millions)





# General Fund Revenues by Account

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
311100 Real Property - Current Year	\$16,698,576	\$16,400,097	\$16,400,097	\$18,700,000	\$0	\$18,700,000
311110 Public Utility	\$153,815	\$156,866	\$156,866	\$175,000	\$0	\$175,000
311200 Real Property - Prior	\$40,532	\$15,000	\$15,000	\$15,000	\$0	\$15,000
311300 Personal Property - Current	\$841,440	\$848,629	\$848,629	\$830,000	\$0	\$830,000
311305 Personal Property - Prior	\$-5,167	\$0	\$0	\$0	\$0	\$0
311310 Motor Vehicle	\$1,009,741	\$896,951	\$896,951	\$250,000	\$0	\$250,000
311315 Title Ad Valorem Tax (Vehicle)	\$1,925,603	\$1,150,000	\$1,150,000	\$1,600,000	\$0	\$1,600,000
311340 Intangibles (Reg & Recrd)	\$362,627	\$400,000	\$400,000	\$400,000	\$0	\$400,000
311600 Real Estate Trans (intang)	\$123,936	\$150,000	\$150,000	\$145,000	\$0	\$145,000
319110 General Property - Penalty & Interest -	\$144,486	\$150,000	\$150,000	\$150,000	\$0	\$150,000
<b>Property Tax Total</b>	<b>\$21,295,589</b>	<b>\$20,167,543</b>	<b>\$20,167,543</b>	<b>\$22,265,000</b>	<b>\$0</b>	<b>\$22,265,000</b>
313100 Local Option Sales Tax	\$21,503,903	\$21,600,000	\$21,600,000	\$23,000,000	\$0	\$23,000,000
<b>Sales Tax Total</b>	<b>\$21,503,903</b>	<b>\$21,600,000</b>	<b>\$21,600,000</b>	<b>\$23,000,000</b>	<b>\$0</b>	<b>\$23,000,000</b>
311710 Electric Franchise Taxes	\$3,626,560	\$3,700,000	\$3,700,000	\$3,700,000	\$0	\$3,700,000
311730 Gas Franchise Taxes	\$658,607	\$665,000	\$665,000	\$670,000	\$0	\$670,000
311750 TV Cable Franchise Taxes	\$921,290	\$965,000	\$965,000	\$975,000	\$0	\$975,000
311760 Telephone Franchise Taxes	\$440,491	\$365,000	\$365,000	\$365,000	\$0	\$365,000
314200 Alcoholic Beverage Excise Tax	\$1,012,762	\$1,015,000	\$1,015,000	\$1,015,000	\$0	\$1,015,000
314300 Local Option Mixed Drink Excise Tax	\$318,070	\$330,000	\$330,000	\$330,000	\$0	\$330,000
316100 Business & Occupation Tax	\$820,411	\$875,000	\$875,000	\$750,800	\$0	\$750,800
316101 Business & Occupation Tax	\$-36,825	\$0	\$0	\$0	\$0	\$0
316102 Insurance Occupation Tax	\$83,550	\$80,000	\$80,000	\$80,000	\$0	\$80,000
316200 Insurance Premium Tax	\$4,557,238	\$4,640,000	\$4,640,000	\$4,700,000	\$0	\$4,700,000
316300 Financial Institution Tax	\$153,801	\$150,000	\$150,000	\$150,000	\$0	\$150,000
<b>Franchise, Alcohol, Business / Insurance Taxes</b>	<b>\$12,555,953</b>	<b>\$12,785,000</b>	<b>\$12,785,000</b>	<b>\$12,735,800</b>	<b>\$0</b>	<b>\$12,735,800</b>
321110 Alcohol, Beer, Wine License	\$598,833	\$595,000	\$595,000	\$600,000	\$0	\$600,000
321130 Liquor Pouring License	\$28,515	\$30,000	\$30,000	\$30,000	\$0	\$30,000
321140 Bar Cards (Liquor Handling License)	\$9,980	\$10,000	\$10,000	\$10,000	\$0	\$10,000
321292 Solicitor Fees	\$875	\$0	\$0	\$0	\$0	\$0
321295 Precious Metal Dealer Fee	\$3,900	\$3,000	\$3,000	\$0	\$0	\$0
322210 Zoning And Land Use	\$48,150	\$75,000	\$75,000	\$85,000	\$0	\$85,000
322230 Sign Permits	\$25,320	\$20,000	\$20,000	\$25,000	\$0	\$25,000
322300 Taxi Cab Permits	\$43,550	\$45,000	\$45,000	\$45,000	\$0	\$45,000
322905 Photo and Film Fees	\$4,950	\$7,500	\$7,500	\$7,500	\$0	\$7,500
322991 Special Events Fee	\$27,954	\$10,000	\$10,000	\$10,000	\$0	\$10,000
322993 Photo & Film Fees	\$2,500	\$0	\$0	\$0	\$0	\$0
323120 Building & Inspection Fees	\$1,110,608	\$1,200,000	\$1,200,000	\$1,200,000	\$0	\$1,200,000
323902 Grading Permits	\$295,671	\$200,000	\$200,000	\$200,000	\$0	\$200,000
<b>Licenses &amp; Permits Total</b>	<b>\$2,200,806</b>	<b>\$2,195,500</b>	<b>\$2,195,500</b>	<b>\$2,212,500</b>	<b>\$0</b>	<b>\$2,212,500</b>
333100 Housing Authority	\$18,614	\$0	\$0	\$0	\$0	\$0
336010 Alpharetta Fire Payments	\$88,430	\$124,126	\$124,126	\$124,126	\$0	\$124,126
336011 Intergovernmental	\$0	\$0	\$0	\$60,000	\$0	\$60,000
337300 Fulton Co. Shared Rev	\$0	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>Intergovernmental Total</b>	<b>\$107,045</b>	<b>\$139,126</b>	<b>\$139,126</b>	<b>\$199,126</b>	<b>\$0</b>	<b>\$199,126</b>
341200 Recording Fees	\$99	\$0	\$0	\$0	\$0	\$0
341400 Printing And Duplication Fees	\$6,951	\$300	\$300	\$300	\$0	\$300
341426 3% Admin Impact Fees	\$2,122	\$15,000	\$15,000	\$0	\$0	\$0
341905 Other/Misc. Fees	\$19,510	\$15,000	\$15,000	\$17,500	\$0	\$17,500
341910 Election Qualify Fees	\$15,360	\$0	\$0	\$10,000	\$0	\$10,000
342120 Accident Reports	\$12,468	\$15,000	\$15,000	\$10,000	\$0	\$10,000
342130 False Alarm Fees	\$28,850	\$60,000	\$60,000	\$0	\$0	\$0
342140 Exspungement Fees	\$4,244	\$5,000	\$5,000	\$4,000	\$0	\$4,000
342210 Fire Alarm Fees	\$2,850	\$3,400	\$3,400	\$3,000	\$0	\$3,000

# General Fund Revenue by Account

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
342310 Fingerprinting Fees	\$8,176	\$8,000	\$8,000	\$8,000	\$0	\$8,000
342920 Mountain Park	\$33,855	\$34,000	\$34,000	\$34,000	\$0	\$34,000
342925 Rapstc Training	\$9,562	\$1,000	\$1,000	\$1,000	\$0	\$1,000
343210 Lake Charles - Spec Assess	\$0	\$17,000	\$17,000	\$17,000	\$0	\$17,000
345610 Telecommunication Charges	\$391,046	\$350,000	\$350,000	\$325,000	\$0	\$325,000
346400 Background Check Fees	\$14,770	\$15,000	\$15,000	\$14,000	\$0	\$14,000
347201 Auditorium Rental Fees	\$117,777	\$100,000	\$100,000	\$100,000	\$0	\$100,000
347202 Other Rental Fees	\$20,250	\$20,857	\$20,857	\$20,000	\$0	\$20,000
349300 Bad Check Fees	\$4,907	\$200	\$200	\$200	\$0	\$200
349920 Vietnam Memorial Bricks	\$440	\$200	\$200	\$200	\$0	\$200
<b>Charges for Service - External Total</b>	<b>\$693,237</b>	<b>\$659,957</b>	<b>\$659,957</b>	<b>\$564,200</b>	<b>\$0</b>	<b>\$564,200</b>
341701 Indirect Cost Confiscated Asset Fund	\$41,636	\$32,012	\$32,012	\$23,067	\$0	\$23,067
341702 Indirect Cost E911	\$134,796	\$127,438	\$127,438	\$219,790	\$0	\$219,790
341703 Indirect Cost Water Fund	\$231,959	\$222,072	\$222,072	\$288,212	\$0	\$288,212
341704 Indirect Cost Solid Waste	\$797,279	\$800,412	\$800,412	\$985,524	\$0	\$985,524
341705 Indirect Cost Rec Participation Fund	\$21,150	\$21,150	\$21,150	\$0	\$0	\$0
341706 Indirect Cost Stormwater	\$417,899	\$382,559	\$382,559	\$462,299	\$0	\$462,299
341707 INDIRECT COST GARAGE	\$40,013	\$38,959	\$38,959	\$59,119	\$0	\$59,119
<b>Charges for Service - Internal Total</b>	<b>\$1,684,732</b>	<b>\$1,624,602</b>	<b>\$1,624,602</b>	<b>\$2,038,011</b>	<b>\$0</b>	<b>\$2,038,011</b>
351171 Municipal Court Fines	\$1,702,553	\$1,800,000	\$1,800,000	\$1,800,000	\$0	\$1,800,000
351172 Municipal Court Probation	\$66,084	\$70,000	\$70,000	\$70,000	\$0	\$70,000
351173 Jail Fees	\$95	\$0	\$0	\$0	\$0	\$0
351174 Munis Admin Fee	\$49,284	\$42,000	\$42,000	\$42,000	\$0	\$42,000
351175 Court Related - Other	\$-141,049	\$125,000	\$125,000	\$90,000	\$0	\$90,000
351176 Diversion Fee	\$24,840	\$20,000	\$20,000	\$20,000	\$0	\$20,000
351920 Red Light Fines	\$490	\$0	\$0	\$0	\$0	\$0
<b>Fines &amp; Forfeitures Total</b>	<b>\$1,702,297</b>	<b>\$2,057,000</b>	<b>\$2,057,000</b>	<b>\$2,022,000</b>	<b>\$0</b>	<b>\$2,022,000</b>
361000 Interest Revenues	\$132,483	\$100,000	\$100,000	\$100,000	\$0	\$100,000
361010 Unrealized Invest Gains	\$23,897	\$0	\$0	\$0	\$0	\$0
361015 Bank Interest Earned	\$255	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$16,970	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$173,605</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>
371004 Gas South Affinity Program	\$24,058	\$20,000	\$20,000	\$20,000	\$0	\$20,000
371005 Private Donations/contrib	\$5,480	\$500	\$2,000	\$2,000	\$0	\$2,000
381105 Rent Of Property	\$19,119	\$42,163	\$42,163	\$0	\$0	\$0
383100 Reimbursement From Insura	\$38,772	\$2,500	\$2,500	\$0	\$0	\$0
389400 Miscellaneous	\$12,147	\$0	\$0	\$0	\$0	\$0
389600 Recording of Abatement	\$2,205	\$0	\$0	\$0	\$0	\$0
389999 Over And Short	\$-2,421	\$0	\$0	\$0	\$0	\$0
392100 Sale Of Assets	\$79,125	\$60,000	\$60,000	\$60,000	\$0	\$60,000
392300 Sale Of Abandoned Property	\$2,823	\$2,000	\$2,000	\$0	\$0	\$0
393500 Capital Lease Program	\$1,639,622	\$0	\$500,400	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$1,820,931</b>	<b>\$127,163</b>	<b>\$629,063</b>	<b>\$82,000</b>	<b>\$0</b>	<b>\$82,000</b>
391201 Operating Transfer In	\$462,974	\$106,284	\$106,284	\$106,284	\$0	\$106,284
<b>Transfers In Total</b>	<b>\$462,974</b>	<b>\$106,284</b>	<b>\$106,284</b>	<b>\$106,284</b>	<b>\$0</b>	<b>\$106,284</b>
<b>Fund Balance Appropriations</b>		<b>\$1,833,554</b>				<b>\$2,811,189</b>
<b>Total Revenues</b>	<b>\$64,201,073</b>	<b>\$63,395,729</b>	<b>\$62,064,075</b>	<b>\$65,324,921</b>	<b>\$0</b>	<b>\$68,136,110</b>

# General Fund Expenditures by Account

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
511100 Regular Employees	\$22,601,282	\$23,509,596	\$23,443,384	\$23,146,304	\$833,905	\$23,980,209
511105 Part Time Employees	\$690,550	\$939,735	\$939,735	\$817,436	-\$62,841	\$754,595
511110 Elected Officials	\$166,876	\$239,634	\$229,634	\$239,634	\$0	\$239,634
511115 Firefighter's Fees	\$3,307,059	\$3,338,835	\$3,338,835	\$3,439,000	\$0	\$3,439,000
511200 Temporary Employees	\$15,198	\$24,022	\$24,022	\$5,146	\$0	\$5,146
511300 Overtime	\$295,239	\$415,540	\$415,540	\$415,540	\$560	\$416,100
511400 Other Compensation	\$0	\$7,200	\$7,200	\$7,200	\$0	\$7,200
512200 Social Security (FICA) Contributions	\$1,622,284	\$1,695,389	\$1,695,389	\$1,731,950	\$11,342	\$1,743,292
512300 Medicare	\$381,397	\$395,720	\$395,720	\$404,950	\$2,595	\$407,545
512400 Defined Benefit Retirement Program	\$3,206,710	\$2,890,817	\$2,890,817	\$2,723,289	\$0	\$2,723,289
512401 Deferred Compensation Con	\$135,072	\$143,900	\$143,900	\$143,900	\$0	\$143,900
512402 Defined Contribution Retirement Program	\$841,590	\$557,546	\$557,546	\$701,933	\$19,952	\$721,885
512500 Tuition Reimbursements	\$41,299	\$50,000	\$50,000	\$50,000	\$0	\$50,000
512700 Workers' Compensation	\$178	\$0	\$0	\$0	\$0	\$0
512800 Terminated Bnfts	\$128,225	\$0	\$0	\$0	\$0	\$0
512920 Other Benefits	\$22,100	\$15,000	\$15,058	\$15,000	\$0	\$15,000
553100 Group Insurance Contribution	\$4,318,294	\$4,605,945	\$4,605,945	\$4,830,491	\$520,623	\$5,351,114
554100 Workers Comp Contribution	\$364,450	\$362,450	\$362,450	\$362,450	\$0	\$362,450
<b>Salaries and Benefits Total</b>	<b>\$38,137,802</b>	<b>\$39,191,329</b>	<b>\$39,115,175</b>	<b>\$39,034,223</b>	<b>\$1,326,136</b>	<b>\$40,360,359</b>
521201 Professional Services	\$601,804	\$697,596	\$837,122	\$598,683	\$216,796	\$815,479
521202 Legal	\$102,407	\$60,000	\$185,025	\$60,000	\$40,000	\$100,000
521203 Animal Control	\$104,270	\$105,500	\$97,500	\$99,000	\$0	\$99,000
521300 Technical Services	\$110,831	\$219,127	\$234,261	\$136,929	\$2,000	\$138,929
521400 Contract Services	\$2,226,224	\$2,520,321	\$2,869,156	\$2,567,512	\$276,213	\$2,843,725
522110 Disposal	\$28,833	\$27,000	\$27,285	\$31,000	\$0	\$31,000
522130 Custodial	\$160,698	\$170,669	\$170,669	\$146,300	\$0	\$146,300
522140 Repairs And Maintenance - Grounds	\$79,879	\$97,338	\$109,464	\$135,987	\$0	\$135,987
522205 Repairs And Maintenance	\$1,273,129	\$1,680,314	\$1,759,670	\$1,685,340	\$325,055	\$2,010,395
522210 Vehicle Repair	\$180,471	\$206,749	\$197,049	\$173,030	\$0	\$173,030
522215 Garage Base Rate	\$254,715	\$258,750	\$258,750	\$271,170	\$0	\$271,170
522216 Mechanics Rate	\$208,560	\$265,732	\$265,732	\$259,850	\$0	\$259,850
522310 Rental Of Land And Buildings	\$19,687	\$31,500	\$18,000	\$25,756	\$0	\$25,756
522320 Rental Of Equipment And Vehicles	\$153,167	\$161,926	\$169,171	\$166,923	\$3,000	\$169,923
523100 Property And Liability Insurance	\$8,473	\$9,947	\$9,947	\$9,947	\$0	\$9,947
523210 Communication Services	\$778,562	\$719,064	\$745,320	\$724,890	\$6,560	\$731,450
523220 Postage	\$131,112	\$151,438	\$152,671	\$152,773	\$4,500	\$157,273
523300 Advertising	\$57,666	\$78,825	\$82,750	\$81,975	\$0	\$81,975
523400 Printing And Binding	\$68,174	\$117,935	\$125,076	\$107,990	\$10,000	\$117,990
523500 Travel	\$83,789	\$138,349	\$145,349	\$156,197	\$1,000	\$157,197
523600 Dues And Fees	\$92,218	\$92,748	\$107,443	\$105,096	\$0	\$105,096
523700 Education And Training	\$118,813	\$204,298	\$204,347	\$199,047	\$2,000	\$201,047
523800 Licenses	\$1,000	\$4,140	\$4,303	\$5,590	\$0	\$5,590
523851 Contracted Temporary Labor	\$137,912	\$4,000	\$57,332	\$17,876	\$0	\$17,876
523852 Instruction Fees	\$1,345	\$17,975	\$17,975	\$19,200	\$0	\$19,200
523901 Bank Fees / Charges	\$102,635	\$80,000	\$80,000	\$115,000	\$0	\$115,000
523902 Sanitation Services	\$93,085	\$115,600	\$115,600	\$113,600	\$0	\$113,600
531105 Supplies	\$1,106,538	\$1,169,821	\$1,295,625	\$1,163,125	\$26,712	\$1,189,837
531110 Inmate Supplies	\$1,271	\$14,975	\$10,086	\$11,231	\$0	\$11,231
531115 Recreation Supplies	\$242,988	\$243,500	\$247,496	\$229,950	\$0	\$229,950
531120 Vehicle Parts And Supplies	\$521,412	\$411,100	\$426,611	\$442,555	\$1,260	\$443,815
531130 Officials Expenses	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531131 Mayor's Expenses	\$3,300	\$7,000	\$7,000	\$7,000	\$0	\$7,000

# General Fund Expenditures by Account

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
531150 Computer Supplies	\$2,439	\$21,738	\$30,411	\$3,500	\$0	\$3,500
531210 Water / Sewerage	\$149,321	\$241,072	\$241,072	\$241,072	\$0	\$241,072
531215 Stormwater Fees	\$659,663	\$658,625	\$658,625	\$658,625	\$0	\$658,625
531220 Natural Gas	\$123,060	\$147,823	\$147,823	\$147,823	\$0	\$147,823
531230 Electricity	\$2,477,159	\$2,473,025	\$2,473,025	\$2,473,025	\$78,840	\$2,551,865
531240 Bottled Gas	\$8,516	\$11,646	\$11,646	\$11,646	\$0	\$11,646
531250 Oil	\$18,032	\$21,037	\$21,037	\$21,037	\$0	\$21,037
531270 Gasoline/ Diesel	\$898,482	\$976,736	\$976,736	\$979,736	\$12,000	\$991,736
531310 Hospitality And Events	\$11,520	\$11,000	\$11,000	\$11,000	\$0	\$11,000
531320 Inmate Meals	\$12,682	\$30,000	\$30,000	\$27,000	\$0	\$27,000
531400 Books And Periodicals	\$39,331	\$57,679	\$57,762	\$56,631	\$0	\$56,631
531605 Machinery And Equipment-Operating	\$215,971	\$166,351	\$284,661	\$239,258	\$2,100	\$241,358
531610 Furniture/Fixtures-Operating	\$41,170	\$32,456	\$57,497	\$32,956	\$0	\$32,956
531615 Computer Equipment-Operating	\$156,798	\$73,955	\$62,155	\$64,255	\$0	\$64,255
531620 Communication Equipment-Operating	\$11,545	\$17,897	\$30,929	\$16,397	\$0	\$16,397
531710 Vietnam Memorial Bricks	\$80	\$400	\$400	\$250	\$0	\$250
531720 Uniforms	\$215,534	\$257,994	\$314,356	\$237,945	\$10,500	\$248,445
539999 Special Events Contra	\$0	\$74,180	\$74,180	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$14,096,271</b>	<b>\$15,359,851</b>	<b>\$16,520,099</b>	<b>\$15,245,678</b>	<b>\$1,018,536</b>	<b>\$16,264,214</b>
542400 Computer Equipment	\$13,132	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$870,607	\$867,753	\$867,753	\$867,753	\$0	\$867,753
579001 Contingency Operating	\$0	\$0	\$100,239	\$0	\$237,262	\$237,262
579003 Contingency - Tree Program	\$941	\$0	\$115,933	\$0	\$0	\$0
579004 Reserve for CIP	\$0	\$0	\$323,997	\$0	\$0	\$0
579020 Matching Grant Fund Contingency	\$0	\$0	\$266,534	\$0	\$0	\$0
581100 Principal- Long Term Debt	\$414,229	\$466,049	\$466,049	\$466,049	\$0	\$466,049
611350 Operating Transfers Out - Cap Projects	\$8,362,435	\$7,034,356	\$7,584,756	\$0	\$9,594,082	\$9,594,082
611351 Operating Transfer Out - Fed Grant	\$16,409	\$0	\$35,264	\$0	\$0	\$0
611353 Operating Transfer Out - Solid Waste	\$15,175	\$155,000	\$155,000	\$25,000	\$0	\$25,000
611355 Operating Transfer Out - Participant Rec	\$571,391	\$321,391	\$321,391	\$321,391	\$0	\$321,391
<b>Transfers, Capital, Other Total</b>	<b>\$10,264,319</b>	<b>\$8,844,549</b>	<b>\$10,236,915</b>	<b>\$1,680,193</b>	<b>\$9,831,344</b>	<b>\$11,511,537</b>
<b>Grand Total</b>	<b>\$62,498,392</b>	<b>\$63,395,729</b>	<b>\$65,872,189</b>	<b>\$55,960,094</b>	<b>\$12,176,016</b>	<b>\$68,136,110</b>







# Administration Department

The Administration Department is made up of many different offices and divisions. Each unique, but all working together to provide service to our internal and external customers. The divisions of Administration are: Governing Body, City Administrator's Office, City Clerk, Grants, Human Resources, Building Operations, Special Events, Municipal Judge, Court Services, Community Relations, Legal, and Information Technology.



**Providing  
result-oriented  
communication,  
service, and  
innovation  
to our  
customers.**



# Administration Department

## Administration Total

\$ 34,032,141

### General Fund

\$9,144,646

### Hotel/Motel Fund

\$1,149,942

### City-Wide General Fund

\$10,828,342

### Group Benefits Fund

\$7,250,256

### Worker's Compensation

\$564,496

### Risk Management Fund

\$1,175,625

### Grant Funds

\$415,187

### Capital Project Fund

\$3,503,647

**Michael Fischer**

Deputy City Administrator



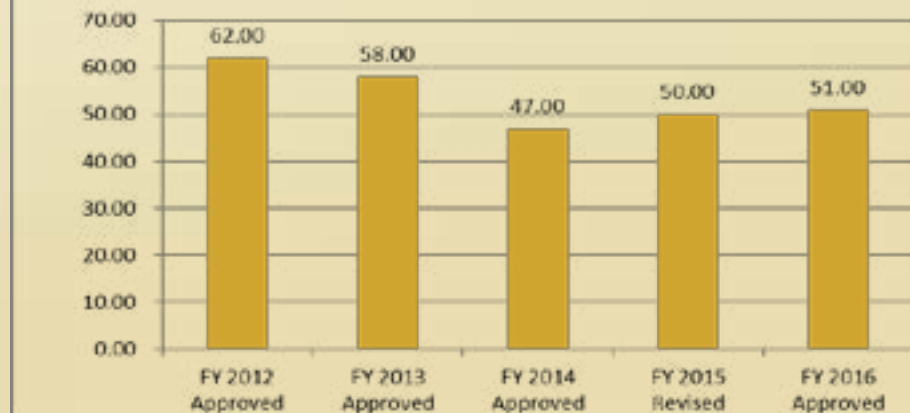
## Opportunities

The Administration Department is looking at great opportunities in FY16, to support Good Governance the implementation and roll out of the City's re-designed website, a key tool in communication to citizens, businesses and visitors to Roswell. The Information Technology initiatives in the City will bolster Sustainable Infrastructure goals and opportunities in FY2016 to re-build and re-furbish the City's fiber ring and switching system that provides a pathway for data and communications to all City facilities. The fiber network is the backbone for technology resources in the City and enhances communications within Departments and with citizens and businesses.

## Challenges

With so many highly qualified projects identified, the challenge will be prioritizing the manpower and resources to complete the right projects at the right time. New phone system, new fiber equipment, new website, new branding initiative, new special event support and organization... all projects to enhance the services to our citizens and to our internal departments within the City. Meeting the expectations of our customers and providing these newly improved services will require a focused commitment of time, energy and determination along with outstanding project management.

## Administration Personnel History



## Personnel Changes

**FY 2013:** Eliminated (1) Court Services Clerk I and (1) Administrative Specialist position. Added (1) Employee Relations and Organizational Development Manager position and Strategic Planning and Budget moved to Finance (-3) Full-Time positions.

**FY 2014:** Upgraded (+1) Digital Media Designer from part-time to full-time. Outsourcing of Court Services (-8) and the transfer of Marshals (-4) to the Police Department resulted in a net reduction of (-11) employees.

**FY 2015:** Added (3) Full-Time positions: (1) Special Events Manager, (1) Police Officer for City Hall Security upgrade that was eliminated mid year and (1) Employment/ Staffing Manager (position funded 9 mos.), Mid year changes also created (1) Events/Volunteer Coordinator.

**FY 2016:** Converted (2) part-time Administrative Specialist positions to (1) full-time Administrative Specialist.



# Administration Department

## What We Have Accomplished

- Implemented a new Electronic Agenda Management Program. Mayor and Council Meetings, Committee Meetings and Board and Commission Meetings are now managed through an Agenda Management Program. The process of creating agenda items, publishing the agendas and printing minutes is more transparent and efficient with the new system in place. The Electronic Agenda Management Program supports the City's goal of Good Governance.
- Building the framework for the new website will be completed in FY15. This new site will improve sharing of information with the citizens of Roswell as well as visitors and businesses in the city. The new website framework supports the City's goal of Good Governance.
- A new division has been formed in Administration, Special Events. This division will streamline and support the application process and facilitate the coordinated operations of the many special events held in the City. The Special Events Division supports the Well-Designed, Livable Community Goal, and Economic Development and Vitality
- The Grants Division of the City worked diligently through FY15 to assist in the grant funding for a collaborative with the Roswell Housing Authority to develop new housing in the Groveway area. The project is the Veranda at Groveway and through the work of the City's Grant Division, the Roswell Housing Authority and a private developer the project was approved worth an estimated \$13 million dollars. The Veranda at Groveway project and associated grant funding supports the goal of Economic Development and Vitality and also the Well Designed Livable Community with Strong Neighborhoods goal.

## What We Expect to Accomplish

- The Special Events Division expects to establish an online database of volunteer opportunities for event organizers to help support the events with staffing needs from throughout the community. These volunteer opportunities can come from individuals, businesses, and non-profits.
- Once the new website is built and running an emphasis will be placed on the content of the site, providing accurate, relevant information for the community to see and share. The content of the website will provide timely information to citizens and businesses here in the City, as well as providing insight to Roswell for visitors who may be coming to the City for business or pleasure.
- The City Clerk's Office is committed to providing information and public records for viewing and inspection by citizens and other interested parties. To be efficient and effective in record management the Clerk's Office will continue to work on ways to provide electronic storage of documents, minutes and agendas for viewing. Electronic storage and retrieval is essential in order to provide the citizens with easy, accurate and open access to their government, to preserve and manage the legal and historical integrity of the government and to provide quality and responsive service to the citizens of our community.





# Administration Department Programs

## Programs Quartile 1

(Most Relevant to Goals)

Alcohol Licensing  
 Benefits Management & Administration  
 CIP/Project Management (including bid/contract mgmt.)  
 Claims Management & Litigation  
 Employee Relations  
 Governing Body Legal Support  
 IT Hardware Support/Maintenance  
 IT Infrastructure Support/Maintenance  
 IT Software Support/Maintenance  
 Mayor and City Council Support  
 Payroll Administration  
 Public Document Requests  
 Real Estate Matters  
 Records Management  
 Statutory Compliance  
 Internal Legal Support  
 Contracts Review

## Programs Quartile 2

(More Relevant to Goals)

Claims Administration  
 Classification & Pay Plan Administration  
 Computer/Equipment - Support/Maintenance  
 Draft and/or Review Ordinance and Resolutions  
 General Liability Insurance  
 Grant Activity Management  
 Grant Making  
 Hazard Mitigation  
 Leave Administration  
 Employee Recruitment, Hiring, and Performance Management  
 Mayor and Council Support (City Clerk)  
 Municipal Court Services  
 Prosecuting Case Management  
 Public Document Requests  
 Request for Public Documents  
 Roswell University (Employee Training & Development)  
 Safety Program  
 Websites - External & Internal  
 Workers' Compensation Administration  
 Workforce Planning

## Programs Quartile 3

(Relevant to Goals)

Advertising  
 Boards and Commission Support  
 Contract and COI Review  
 Damage Reports and Third Party Recoveries  
 Diversion (internal and external)  
 Employee Communications  
 Facility Security and Life Safety Services and Systems Management  
 Fully-insured Policies and Liability Management  
 Grant Writing  
 Grant/Project Implementation  
 Help Desk Functions/Customer Support  
 Human Resource Information System  
 Legislative Compliance and Reporting  
 Media Relations  
 Phone - Support/Maintenance  
 Promotions & Marketing  
 Publications  
 Social Media  
 Wellness Program Administration  
 Visitors Center

## Programs Quartile 4

(Least Relevant to Goals)

City Hall Meeting & Event Support  
 City-Sponsored Special Event Support  
 Convention and Visitors Bureau Administration  
 Legal Training (internal)  
 Municipal Court Interpreter Services  
 Municipal Court Presiding Judge  
 Municipal Court Probation Office  
 Municipal Court Public Defender Services  
 Municipal Court Security  
 Municipal Election Administration  
 Municipal Facility Building Operations  
 Municipal Facility Custodial Services  
 Municipal Facility HVAC/Major Systems Maintenance  
 Photography  
 Public Outreach & Communication  
 Video Production  
 Municipal Facility Repair and Maintenance  
 Mail Services

# Administration Department

<b>FY 2015 TOTAL Approved Budget</b>			<b>\$8,518,830</b>
	One-Time Costs Removed (City Website)		(\$90,000)
	One-Time Costs Removed (City support of Giro d'Italia Gran Fondo)		(\$25,000)
	Eliminate City Sponsorship of Special Events in FY 2016		(\$49,180)
	City Hall Security funding (1st yr partially funded w/Operating Contingency)		\$23,315
	Jacobs Court Services Contract (full yr. funding for approved contract)		\$42,192
	Salary and Benefit Adjustments		\$76,544
	Retirement Adjustment - Defined Benefit Plan		(\$35,717)
	Retirement Adjustment - Defined Contribution Plan		\$20,627
	Fleet Services Base Rate and Mechanics Rate Adjustment		(\$158)
	Net change from zero based contract and professional services		\$29,123
	Department Changes		(\$5,764)
<b>FY 2016 Approved Base Budget</b>			<b>\$8,504,812</b>
10013300	521400	Municipal Election	\$262,613
10061701	523500	Education and Training /Travel for Special Events staff	\$3,000
10015351	522205	Citywide IT Maintenance Adjustment	\$325,055
10015300	521202	Legal Services	\$40,000
10026502	521201	Increase "per session" pay for Municipal Judge from \$275 to \$350	\$9,166
		Conversion of (2) PT Administrative Specialist positions to (1) FT	
10015000	various	Administrative Specialist position	\$0
<b>FY 2016 Approved Program Changes</b>			<b>\$639,834</b>
<b>FY 2016 Approved Operating Budget</b>			<b>\$9,144,646</b>
35015351	531615	11001 IT Equipment Replacement Program	\$68,000
35015351	542400	11008 Phone System Replacement	\$30,000
<b>FY 2016 Approved Capital</b>			<b>\$98,000</b>
<b>FY 2016 TOTAL Approved Budget</b>			<b>\$9,242,646</b>

## Unfunded One-Time Capital Requests

Dept	Description	Amount
Citywide	City Green construction	\$5,043,546

# Administration Department General Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$2,752,627	\$2,804,237	\$2,737,175	\$2,825,000	\$32,343	\$2,857,343
511105 Part Time Employees	\$129,019	\$201,595	\$201,595	\$207,642	-\$45,591	\$162,051
511110 Elected Officials	\$166,876	\$239,634	\$229,634	\$239,634	\$0	\$239,634
511200 Temporary Employees	\$15,198	\$0	\$0	\$0	\$0	\$0
511300 Overtime	\$7,790	\$11,000	\$11,000	\$11,000	\$0	\$11,000
511400 Other Compensation	\$0	\$7,200	\$7,200	\$7,200	\$0	\$7,200
512200 Social Security (FICA) Contribu	\$188,226	\$195,396	\$195,396	\$203,110	\$0	\$203,110
512300 Medicare	\$45,275	\$45,760	\$45,760	\$47,515	\$0	\$47,515
512400 Defined Benefit Retirement Pro	\$427,989	\$318,591	\$318,591	\$282,874	\$0	\$282,874
512401 Deferred Compensation Con	\$20,621	\$20,900	\$20,900	\$20,900	\$0	\$20,900
512402 Defined Contribution Retiremer	\$136,862	\$103,397	\$103,397	\$133,187	\$3,350	\$136,537
512500 Tuition Reimbursements	\$41,299	\$50,000	\$50,000	\$50,000	\$0	\$50,000
512700 Workers' Compensation	\$178	\$0	\$0	\$0	\$0	\$0
512800 Terminated Bnfts	\$128,225	\$0	\$0	\$0	\$0	\$0
512920 Other Benefits	\$22,100	\$15,000	\$15,058	\$15,000	\$0	\$15,000
553100 Group Insurance Contribution	\$496,291	\$504,125	\$504,125	\$544,390	\$9,898	\$554,288
554100 Workers Comp Contribution	\$11,320	\$11,320	\$11,320	\$11,320	\$0	\$11,320
<b>Salaries and Benefits Total</b>	<b>\$4,589,895</b>	<b>\$4,528,155</b>	<b>\$4,451,151</b>	<b>\$4,598,772</b>	<b>\$0</b>	<b>\$4,598,772</b>
<b>Operating</b>						
521201 Professional Services	\$167,488	\$151,348	\$178,653	\$144,250	\$9,166	\$153,416
521202 Legal	\$102,407	\$60,000	\$185,025	\$60,000	\$40,000	\$100,000
521300 Technical Services	\$22,205	\$117,075	\$117,075	\$32,075	\$0	\$32,075
521400 Contract Services	\$357,515	\$457,709	\$544,969	\$551,876	\$262,613	\$814,489
522130 Custodial	\$140,920	\$140,969	\$140,969	\$119,500	\$0	\$119,500
522205 Repairs And Maintenance	\$552,995	\$907,226	\$917,256	\$907,226	\$325,055	\$1,232,281
522210 Vehicle Repair	\$93	\$1,500	\$1,500	\$1,500	\$0	\$1,500
522215 Garage Base Rate	\$5,520	\$5,520	\$5,520	\$4,830	\$0	\$4,830
522216 Mechanics Rate	\$1,135	\$1,793	\$1,793	\$2,325	\$0	\$2,325
522310 Rental Of Land And Buildings	\$13,044	\$12,000	\$12,000	\$12,000	\$0	\$12,000
522320 Rental Of Equipment And Vehic	\$38,034	\$46,786	\$46,786	\$45,504	\$0	\$45,504
523210 Communication Services	\$636,841	\$565,148	\$565,889	\$565,148	\$0	\$565,148
523220 Postage	\$6,529	\$10,648	\$10,765	\$8,148	\$0	\$8,148
523300 Advertising	\$10,617	\$18,500	\$18,500	\$18,100	\$0	\$18,100
523400 Printing And Binding	\$13,000	\$24,485	\$24,485	\$21,240	\$0	\$21,240
523500 Travel	\$18,189	\$43,904	\$47,654	\$43,904	\$1,000	\$44,904
523600 Dues And Fees	\$47,651	\$39,355	\$39,516	\$42,855	\$0	\$42,855
523700 Education And Training	\$44,061	\$65,218	\$75,713	\$65,218	\$2,000	\$67,218
523851 Contracted Temporary Labor	\$72,464	\$0	\$42,974	\$0	\$0	\$0
523902 Sanitation Services	\$41,515	\$60,000	\$60,000	\$60,000	\$0	\$60,000
531105 Supplies	\$100,975	\$114,463	\$117,531	\$117,493	\$0	\$117,493
531120 Vehicle Parts And Supplies	\$886	\$2,400	\$2,400	\$2,400	\$0	\$2,400
531130 Officials Expenses	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531131 Mayor's Expenses	\$3,300	\$7,000	\$7,000	\$7,000	\$0	\$7,000
531210 Water / Sewerage	\$20,444	\$41,000	\$41,000	\$41,000	\$0	\$41,000
531215 Stormwater Fees	\$13,854	\$14,000	\$14,000	\$14,000	\$0	\$14,000
531220 Natural Gas	\$41,297	\$52,748	\$52,748	\$52,748	\$0	\$52,748
531230 Electricity	\$459,048	\$495,477	\$495,477	\$495,477	\$0	\$495,477
531250 Oil	\$163	\$330	\$330	\$330	\$0	\$330
531270 Gasoline/ Diesel	\$9,897	\$12,226	\$12,226	\$12,226	\$0	\$12,226
531310 Hospitality And Events	\$8,672	\$10,000	\$10,000	\$10,000	\$0	\$10,000
531400 Books And Periodicals	\$24,052	\$39,550	\$39,633	\$35,550	\$0	\$35,550
531605 Machinery And Equipment-Ope	\$2,000	\$5,500	\$5,500	\$13,500	\$0	\$13,500
531610 Furniture/Fixtures-Operating	\$0	\$4,975	\$30,016	\$8,975	\$0	\$8,975
531615 Computer Equipment-Operatin	\$33,408	\$28,858	\$28,858	\$30,858	\$0	\$30,858
531620 Communication Equipment-Op	\$5,903	\$6,500	\$19,532	\$6,500	\$0	\$6,500
531720 Uniforms	-\$5,806	\$5,500	\$5,500	\$5,500	\$0	\$5,500
539999 Special Events Contra	\$0	\$74,180	\$74,180	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$3,010,315</b>	<b>\$3,646,891</b>	<b>\$3,995,973</b>	<b>\$3,562,256</b>	<b>\$639,834</b>	<b>\$4,202,090</b>

# Administration Department General Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Transfers, Capital, Other</b>						
542400 Computer Equipment	\$13,132	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$121,978	\$121,978	\$121,978	\$121,978	\$0	\$121,978
579003 Contingency - Tree Program	\$941	\$0	\$115,933	\$0	\$0	\$0
581100 Principal- Long Term Debt	\$219,986	\$221,806	\$221,806	\$221,806	\$0	\$221,806
<b>Transfers, Capital, Other Total</b>	<b>\$356,037</b>	<b>\$343,784</b>	<b>\$459,717</b>	<b>\$343,784</b>	<b>\$0</b>	<b>\$343,784</b>
<b>Grand Total</b>	<b>\$7,956,248</b>	<b>\$8,518,830</b>	<b>\$8,906,841</b>	<b>\$8,504,812</b>	<b>\$639,834</b>	<b>\$9,144,646</b>





# Administration Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10011100 - Governing Body</b>						
Salaries and Benefits	\$375,845	\$350,382	\$350,382	\$356,353	\$0	\$356,353
Operating	\$38,741	\$37,870	\$41,620	\$37,870	\$0	\$37,870
Transfers, Capital, Other	\$941	\$0	\$115,933	\$0	\$0	\$0
<b>10011100 - Governing Body Total</b>	<b>\$415,527</b>	<b>\$388,252</b>	<b>\$507,935</b>	<b>\$394,223</b>	<b>\$0</b>	<b>\$394,223</b>
<b>10013200 - City Administrator</b>						
Salaries and Benefits	\$445,215	\$451,849	\$451,849	\$461,598	\$0	\$461,598
Operating	\$42,148	\$41,700	\$52,649	\$38,200	\$0	\$38,200
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10013200 - City Administrator Total</b>	<b>\$487,363</b>	<b>\$493,549</b>	<b>\$504,498</b>	<b>\$499,798</b>	<b>\$0</b>	<b>\$499,798</b>
<b>10013300 - City Clerk</b>						
Salaries and Benefits	\$152,729	\$154,659	\$154,659	\$150,902	\$0	\$150,902
Operating	\$104,906	\$16,685	\$16,697	\$10,840	\$262,613	\$273,453
<b>10013300 - City Clerk Total</b>	<b>\$257,634</b>	<b>\$171,344</b>	<b>\$171,356</b>	<b>\$161,742</b>	<b>\$262,613</b>	<b>\$424,355</b>
<b>10015000 - General Administration</b>						
Salaries and Benefits	\$260,355	\$277,320	\$277,320	\$255,283	\$0	\$255,283
Operating	\$103,728	\$84,249	\$108,323	\$87,854	\$0	\$87,854
Transfers, Capital, Other	\$121,978	\$121,978	\$121,978	\$121,978	\$0	\$121,978
<b>10015000 - General Administration Total</b>	<b>\$486,061</b>	<b>\$483,547</b>	<b>\$507,621</b>	<b>\$465,115</b>	<b>\$0</b>	<b>\$465,115</b>
<b>10015300 - Legal</b>						
Salaries and Benefits	\$373,830	\$390,887	\$390,887	\$401,945	\$0	\$401,945
Operating	\$141,520	\$135,390	\$260,532	\$127,740	\$40,000	\$167,740
<b>10015300 - Legal Total</b>	<b>\$515,350</b>	<b>\$526,277</b>	<b>\$651,419</b>	<b>\$529,685</b>	<b>\$40,000</b>	<b>\$569,685</b>
<b>10015351 - Information Technology</b>						
Salaries and Benefits	\$717,542	\$745,316	\$745,316	\$752,636	\$0	\$752,636
Operating	\$1,067,969	\$1,320,250	\$1,340,624	\$1,320,250	\$325,055	\$1,645,305
Transfers, Capital, Other	\$233,118	\$221,806	\$221,806	\$221,806	\$0	\$221,806
<b>10015351 - Information Technology Total</b>	<b>\$2,018,629</b>	<b>\$2,287,372</b>	<b>\$2,307,746</b>	<b>\$2,294,692</b>	<b>\$325,055</b>	<b>\$2,619,747</b>
<b>10015400 - Human Resources</b>						
Salaries and Benefits	\$493,240	\$549,507	\$549,565	\$559,774	\$0	\$559,774
Operating	\$54,893	\$71,240	\$80,517	\$74,240	\$0	\$74,240
<b>10015400 - Human Resources Total</b>	<b>\$548,132</b>	<b>\$620,747</b>	<b>\$630,082</b>	<b>\$634,014</b>	<b>\$0</b>	<b>\$634,014</b>
<b>10015651 - Building Operations</b>						
Salaries and Benefits	\$564,869	\$606,354	\$579,292	\$596,672	\$0	\$596,672
Operating	\$976,534	\$1,075,156	\$1,167,175	\$1,124,490	\$0	\$1,124,490
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10015651 - Building Operations Total</b>	<b>\$1,541,403</b>	<b>\$1,681,510</b>	<b>\$1,746,467</b>	<b>\$1,721,162</b>	<b>\$0</b>	<b>\$1,721,162</b>
<b>10015700 - Community Relations</b>						
Salaries and Benefits	\$443,496	\$431,323	\$431,323	\$477,627	\$0	\$477,627
Operating	\$75,420	\$184,565	\$192,574	\$100,630	\$0	\$100,630
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10015700 - Community Relations Total</b>	<b>\$518,915</b>	<b>\$615,888</b>	<b>\$623,897</b>	<b>\$578,257</b>	<b>\$0</b>	<b>\$578,257</b>
<b>10026501 - Court Services</b>						
Salaries and Benefits	\$733,272	\$343,966	\$303,966	\$340,856	\$0	\$340,856
Operating	\$338,329	\$567,830	\$613,304	\$602,366	\$0	\$602,366
<b>10026501 - Court Services Total</b>	<b>\$1,071,601</b>	<b>\$911,796</b>	<b>\$917,270</b>	<b>\$943,222</b>	<b>\$0</b>	<b>\$943,222</b>
<b>10026502 - Municipal Judge</b>						
Salaries and Benefits	\$29,504	\$107,914	\$97,914	\$117,703	\$0	\$117,703
Operating	\$66,128	\$22,950	\$32,950	\$22,950	\$9,166	\$32,116
<b>10026502 - Municipal Judge Total</b>	<b>\$95,632</b>	<b>\$130,864</b>	<b>\$130,864</b>	<b>\$140,653</b>	<b>\$9,166</b>	<b>\$149,819</b>
<b>10061701 - Special Events</b>						
Salaries and Benefits	\$0	\$118,678	\$118,678	\$127,423	\$0	\$127,423
Operating	\$0	\$89,006	\$89,006	\$14,826	\$3,000	\$17,826
<b>10061701 - Special Events Total</b>	<b>\$0</b>	<b>\$207,684</b>	<b>\$207,684</b>	<b>\$142,249</b>	<b>\$3,000</b>	<b>\$145,249</b>
<b>Grand Total</b>	<b>\$7,956,248</b>	<b>\$8,518,830</b>	<b>\$8,906,841</b>	<b>\$8,504,812</b>	<b>\$639,834</b>	<b>\$9,144,646</b>

# Hotel/Motel Fund

The Hotel/Motel Fund is a special revenue fund used to account for the proceeds from the 6% lodging tax on hotel and motel rooms. Expenditures are legally restricted for the promotion of tourism and development of trails as stated under State law. 16.67% of revenues are restricted for trails, 43.33% of revenues are restricted for tourism and the remaining 40% of revenues are unrestricted and can be used as the City deems appropriate.



# Hotel/Motel Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy (excludes Trails)</b>		<b>\$443,918</b>	
<b>FY 2016 Revenues (excludes Trails)</b>		<b>\$712,000</b>	
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$1,038,331</b>	
Zero out budget		<b>(\$1,038,331)</b>	
FY 2015 Approved for CVB		\$550,782	
FY 2015 Approved for Roswell INC		\$480,000	
Risk and Liability Contribution		\$2,449	
Bank Fees		\$5,000	
Water/Sewer		\$100	
<b>FY 2016 Approved Base Budget</b>		<b>\$1,038,331</b>	
27575404	521201	Increase in funding request for Roswell INC.	\$60,000
27575402	521400	Increase in funding request for CVB	\$51,611
<b>FY 2016 Approved Program Changes</b>		<b>\$111,611</b>	
<b>FY 2016 Approved Operating Budget</b>		<b>\$1,149,942</b>	
<b>FY 2016 Approved Capital</b>		<b>\$0</b>	
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$1,149,942</b>	

## Unfunded Requests

27575404	521201	Increase in funding request for Roswell INC.	\$78,000
27575402	521400	Increase in funding request for CVB	\$75,700



# Hotel/Motel Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Franchise, Alcohol, Business / Insurance Taxes</b>						
314101 Hotel/Motel Tax : Trails 16.67%	\$150,382	\$141,695	\$141,695	\$142,000	\$0	\$142,000
314102 Hotel/Motel Tax : General 40.00%	\$348,886	\$340,000	\$340,000	\$340,000	\$0	\$340,000
314103 Hotel/Motel Tax : Tourism 43.33%	\$375,508	\$368,305	\$368,305	\$368,000	\$0	\$368,000
Franchise, Alcohol, Business / Insurance Tax	\$874,776	\$850,000	\$850,000	\$850,000	\$0	\$850,000
<b>Interest Income</b>						
361000 Interest Revenues	\$6,969	\$4,000	\$4,000	\$4,000	\$0	\$4,000
361010 Unrealized Invest Gains	\$398	\$0	\$0	\$0	\$0	\$0
361015 Bank Interest Earned	\$49	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income Total	\$7,416	\$4,000	\$4,000	\$4,000	\$0	\$4,000
<b>Miscellaneous Revenues</b>						
389999 Over And Short	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenues Total	\$0	\$0	\$0	\$0	\$0	\$0
<b>Transfers In</b>						
391205 Hotel/Motel Interfund Transfer	\$0	\$0	\$0	\$0	\$0	\$0
Transfers In Total	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$882,192</b>	<b>\$854,000</b>	<b>\$854,000</b>	<b>\$854,000</b>	<b>\$0</b>	<b>\$854,000</b>

# Hotel/Motel Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Operating</b>						
521201 Professional Services	\$463,711	\$480,000	\$515,000	\$480,000	-\$480,000	\$0
521400 Contract Services	\$505,282	\$542,782	\$542,782	\$542,782	\$591,611	\$1,134,393
523901 Bank Fees / Charges	\$4,425	\$5,000	\$5,000	\$5,000	\$0	\$5,000
531150 Computer Supplies	\$0	\$0	\$0	\$0	\$0	\$0
531210 Water / Sewerage	\$52	\$100	\$100	\$100	\$0	\$100
531615 Computer Equipment-Operating	\$0	\$0	\$0	\$0	\$0	\$0
531620 Communication Equipment-Operat	\$0	\$0	\$0	\$0	\$0	\$0
Operating Total	\$973,469	\$1,027,882	\$1,062,882	\$1,027,882	\$111,611	\$1,139,493
<b>Transfers, Capital, Other</b>						
551150 Interfund Transfer - Capital	\$0	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$2,449	\$2,449	\$2,449	\$2,449	\$0	\$2,449
579001 Contingency Operating	\$0	\$8,000	\$8,000	\$8,000	\$0	\$8,000
611350 Operating Transfers Out - Cap Proj	\$0	\$0	\$49,000	\$0	\$0	\$0
Transfers, Capital, Other Total	\$2,449	\$10,449	\$59,449	\$10,449	\$0	\$10,449
<b>Grand Total</b>	<b>\$975,918</b>	<b>\$1,038,331</b>	<b>\$1,122,331</b>	<b>\$1,038,331</b>	<b>\$111,611</b>	<b>\$1,149,942</b>





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# Citywide Expenditures

The “Citywide” designation is used to account for funding that is not specifically associated with any single department. Internal Service Funds, contingencies, unspecified grant match, and contribution to Capital are all accounted for in “Citywide Expenditures.”



# Citywide - General Fund

<b>FY 2015 TOTAL Approved Budget</b>		<b>\$8,212,219</b>
Salary and Benefit Adjustments (Citywide Full-Time Merit)		(\$732,661)
Salary and Benefit Adjustments (Citywide Part-Time Merit)		(\$132,199)
Group Benefits Adjustments (Citywide rate increases)		(\$302,383)
One-Time Costs Removed (transfer to Capital Projects Fund)		(\$7,034,356)
<b>FY 2016 Approved Base Budget</b>		<b>\$10,620</b>
10015850 553100	Group Benefits Increase	\$476,378
10015850 511100	Reclassifications/Reorganizations (Finance/Rec/Pks)	\$40,000
various 511100	Salary Contingency (Salary Study implementation)	\$545,000
10015850 579001	Operating Contingency	\$149,762
10015850 579001	Move 1/2 of Progress Partners funding to Contingency	\$12,500
<b>FY 2016 Approved Program Changes</b>		<b>\$1,223,640</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$1,234,260</b>
10015850 611350	General Fund Maintenance Capital	\$6,588,404
10015850 611350	General Fund One-Time Capital	\$3,005,678
<b>FY 2016 Approved Transfer for General Fund Capital</b>		<b>\$9,594,082</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$10,828,342</b>

## Projects Assigned to Citywide

35015651 541300 10001	Citywide Facilities Maintenance (FCA)	\$1,406,444
35015651 541300 10001	Citywide Facilities Maintenance - LEC Roof	\$170,000
35015850 542200 14001	Citywide Vehicle Replacement Program	\$1,654,203
35074100 541200 30002	City Green Project (to complete design phase 4 and 6)	\$175,000
<b>TOTAL:</b>		<b>\$3,405,647</b>



# Citywide Expenditures - General Fund

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$0	\$742,661	\$752,661	\$10,000	\$585,000	\$595,000
511105 Part Time Employees	\$0	\$132,819	\$132,819	\$0	\$0	\$0
512200 Social Security (FICA) Contribu	\$0	\$0	\$0	\$620	\$0	\$620
553100 Group Insurance Contribution	\$0	\$302,383	\$302,383	\$0	\$476,378	\$476,378
<b>Salaries and Benefits Total</b>	<b>\$0</b>	<b>\$1,177,863</b>	<b>\$1,187,863</b>	<b>\$10,620</b>	<b>\$1,061,378</b>	<b>\$1,071,998</b>
<b>Operating</b>						
521400 Contract Services	\$104,365	\$0	\$13,000	\$0	\$0	\$0
523500 Travel	\$442	\$0	\$0	\$0	\$0	\$0
523600 Dues And Fees	\$114	\$0	\$0	\$0	\$0	\$0
523700 Education And Training	\$13	\$0	\$0	\$0	\$0	\$0
531105 Supplies	\$249	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$105,183</b>	<b>\$0</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers, Capital, Other</b>						
579001 Contingency Operating	\$0	\$0	\$100,239	\$0	\$162,262	\$162,262
579004 Reserve for CIP	\$0	\$0	\$323,997	\$0	\$0	\$0
579020 Matching Grant Fund Continge	\$0	\$0	\$266,534	\$0	\$0	\$0
611350 Operating Transfers Out - Cap	\$8,329,435	\$7,034,356	\$7,584,756	\$0	\$9,594,082	\$9,594,082
611351 Operating Transfer Out - Fed G	\$9,396	\$0	\$22,811	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$8,338,831</b>	<b>\$7,034,356</b>	<b>\$8,298,337</b>	<b>\$0</b>	<b>\$9,756,344</b>	<b>\$9,756,344</b>
<b>Grand Total</b>	<b>\$8,444,014</b>	<b>\$8,212,219</b>	<b>\$9,499,200</b>	<b>\$10,620</b>	<b>\$10,817,722</b>	<b>\$10,828,342</b>







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# Group Benefits Fund

## What We Have Accomplished

- Conversion from fully-insured to self-insured status for group health insurance.
- Successful implementation of a citywide wellness program for the second year.
- Effective negotiation of insurance renewal from a potential 18% premium increase down to a final approved increase of 6%.

## What We Expect to Accomplish

- Enhancement of wellness initiatives to enhance employees' quality of life and bend the cost curve in the City's favor.
- Aggressive negotiation of renewal selection process in order to minimize adverse financial implications for the City or employees.
- Exploration of plan design changes to assist with cost containment.

Internal Service Funds track the citywide costs for group benefits, risk and liability, and worker's compensation.



# Group Benefits Fund

	<b>FY 2016 Available Fund Balance over Reserve by Policy</b>	<b>\$2,217,943</b>
	<b>FY 2016 Revenues</b>	<b>\$6,566,327</b>
	<b>FY 2015 TOTAL Approved Budget</b>	<b>\$7,150,051</b>
	Salary and Benefit Adjustments	(\$11)
	Retirement Adjustment - Defined Benefit Plan	\$263
	Net change from zero based contract and professional services	(\$14,490)
	Group Benefits adjustment	\$18,161
	Group Benefits - Mandated Fees	\$55,296
	<b>FY 2016 Approved Base Budget</b>	<b>\$7,209,270</b>
60215402 553100	Group Benefits Increase	\$986
60215402	Employee Health Clinic	\$40,000
	<b>FY 2016 Approved Program Changes</b>	<b>\$40,986</b>
	<b>FY 2016 Approved Operating Budget</b>	<b>\$7,250,256</b>
	<b>FY 2016 Approved Capital</b>	<b>\$0</b>
	<b>FY 2016 TOTAL Approved Budget</b>	<b>\$7,250,256</b>



# Group Benefits Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Employee Contribution</b>						
341801 HSA & HRA Contribution	\$396,535	\$0	\$0	\$0	\$0	\$0
341802 Surchg - Group Benefits	\$113,751	\$0	\$0	\$0	\$0	\$0
341803 COBRA	\$36,558	\$0	\$0	\$0	\$0	\$0
341804 Ded-Dental Employee	\$396,839	\$0	\$0	\$0	\$0	\$0
341808 Supplemental Life	\$-141	\$0	\$0	\$0	\$0	\$0
341809 Colonial	\$4,205	\$4,500	\$4,500	\$0	\$0	\$0
341811 Aflac	\$5,021	\$5,500	\$5,500	\$0	\$0	\$0
341812 FSA Deductions	\$148,396	\$0	\$0	\$0	\$0	\$0
341816 Group Health Emp Ded	\$4,571,274	\$0	\$0	\$0	\$0	\$0
341817 Vision Ins Ded	\$46,232	\$0	\$0	\$0	\$0	\$0
341821 HSA Contribution-Employee	\$0	\$403,000	\$403,000	\$0	\$0	\$0
341822 Employee Surcharge-Spouse	\$0	\$44,200	\$44,200	\$48,100	\$0	\$48,100
341823 Employee Surcharge-Tobacco	\$0	\$75,530	\$75,530	\$92,300	\$0	\$92,300
341824 COBRA Payments	\$0	\$25,000	\$25,000	\$0	\$0	\$0
341826 Dental-Employee	\$0	\$165,000	\$165,000	\$159,440	\$0	\$159,440
341831 Supplemental Life-Employee	\$0	\$162,000	\$162,000	\$0	\$0	\$0
341832 FSA Med Contrib-Employee	\$96	\$101,000	\$101,000	\$0	\$0	\$0
341833 FSA Dep Contrib-Employee	\$0	\$44,000	\$44,000	\$0	\$0	\$0
341835 Group Health-Employee	\$0	\$550,240	\$550,240	\$527,215	\$0	\$527,215
341836 Vision-Employee	\$0	\$47,000	\$47,000	\$0	\$0	\$0
341840 unum	\$0	\$0	\$0	\$0	\$0	\$0
389500 Employee Hc Contribution	\$0	\$0	\$0	\$0	\$0	\$0
<b>Employee Contribution Total</b>	<b>\$5,718,767</b>	<b>\$1,626,970</b>	<b>\$1,626,970</b>	<b>\$827,055</b>	<b>\$0</b>	<b>\$827,055</b>
<b>Employer Contribution</b>						
341806 Basic Life	\$260,398	\$0	\$0	\$0	\$0	\$0
341807 Disability	\$48,574	\$0	\$0	\$0	\$0	\$0
341815 Group Health Payments	\$1,112,403	\$0	\$0	\$0	\$0	\$0
341820 HSA Contribution-Employer	\$0	\$395,000	\$395,000	\$629,250	\$0	\$629,250
341825 Dental-Employer	\$0	\$241,000	\$241,000	\$240,560	\$0	\$240,560
341827 Basic Life-Employer	\$0	\$108,000	\$108,000	\$99,600	\$0	\$99,600
341829 Disability-Employer	\$0	\$112,000	\$112,000	\$134,400	\$0	\$134,400
341834 Group Health-Employer	\$0	\$4,304,760	\$4,304,760	\$4,812,681	\$0	\$4,812,681
341837 Empl Assist Program-Employer	\$0	\$18,000	\$18,000	\$0	\$0	\$0
341839 Benefits Admin Assessment	\$0	\$344,321	\$344,321	\$505,724	\$0	\$505,724
391260 Employer Hc Contribution	\$0	\$0	\$0	\$0	\$0	\$0
<b>Employer Contribution Total</b>	<b>\$1,421,375</b>	<b>\$5,523,081</b>	<b>\$5,523,081</b>	<b>\$6,422,215</b>	<b>\$0</b>	<b>\$6,422,215</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$643	\$0	\$0	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$0	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$643</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Revenues</b>						
371005 Private Donations/contrib	\$0	\$0	\$0	\$0	\$0	\$0
383100 Reimbursement From Insura	\$0	\$0	\$0	\$0	\$0	\$0
389400 Miscellaneous	\$1,830	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$1,830</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>						
391201 Operating Transfer In	\$19,981	\$0	\$0	\$0	\$0	\$0
<b>Transfers In Total</b>	<b>\$19,981</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$7,162,595</b>	<b>\$7,150,051</b>	<b>\$7,150,051</b>	<b>\$7,249,270</b>	<b>\$0</b>	<b>\$7,249,270</b>



# Group Benefits Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$75,115	\$70,196	\$70,196	\$70,011	-\$11	\$70,000
512100 Group Insurance	\$5,361,491	\$4,855,000	\$4,855,000	\$5,425,000	\$11	\$5,425,011
512200 Social Security (FICA) Contribu	\$4,077	\$4,200	\$4,200	\$4,340	\$0	\$4,340
512300 Medicare	\$954	\$970	\$970	\$1,015	\$0	\$1,015
512400 Defined Benefit Retirement Pro	\$5,096	\$10,487	\$10,487	\$10,750	\$0	\$10,750
512401 Deferred Compensation Con	\$680	\$800	\$800	\$700	\$0	\$700
512402 Defined Contribution Retiremer	\$0	\$0	\$0	\$0	\$0	\$0
512600 Unemployment Insurance	\$61,061	\$50,000	\$62,921	\$50,000	\$0	\$50,000
512901 Employee Moving Expenses	\$0	\$10,000	\$10,000	\$0	\$0	\$0
512902 Employee Wellness Program	\$132,206	\$200,000	\$200,000	\$200,000	\$0	\$200,000
512903 HSA Contributions	\$0	\$798,000	\$798,000	\$629,250	\$0	\$629,250
512904 Employee Assistance Program	\$0	\$18,000	\$18,000	\$16,000	\$0	\$16,000
512905 Base Life Insurance	\$0	\$108,000	\$108,000	\$99,600	\$0	\$99,600
512906 Supplemental Life Insurance	\$0	\$162,000	\$162,000	\$0	\$0	\$0
512907 Disability Insurance	\$0	\$112,000	\$112,000	\$134,400	\$0	\$134,400
512908 Dental Insurance	\$0	\$406,000	\$406,000	\$400,000	\$0	\$400,000
512909 Vision Insurance	\$0	\$47,000	\$47,000	\$0	\$0	\$0
512910 FSA Contributions	\$0	\$145,000	\$145,000	\$0	\$0	\$0
512911 COBRA	\$0	\$25,000	\$25,000	\$0	\$0	\$0
553100 Group Insurance Contribution	\$9,249	\$9,898	\$9,898	\$9,898	\$986	\$10,884
553500 Supplemental Life	\$149,625	\$0	\$0	\$0	\$0	\$0
553600 Colonial	\$4,620	\$0	\$0	\$0	\$0	\$0
553700 Aflac	\$5,022	\$0	\$0	\$0	\$0	\$0
553800 FSA Deductions	\$146,297	\$0	\$0	\$0	\$0	\$0
554000 Basic Life	\$94,835	\$0	\$0	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$6,050,327</b>	<b>\$7,032,551</b>	<b>\$7,045,472</b>	<b>\$7,050,964</b>	<b>\$986</b>	<b>\$7,051,950</b>
<b>Operating</b>						
521201 Professional Services	\$123,902	\$115,000	\$115,000	\$100,510	\$0	\$100,510
522310 Rental Of Land And Buildings	\$0	\$0	\$0	\$0	\$10,000	\$10,000
523220 Postage	\$0	\$400	\$400	\$400	\$0	\$400
523500 Travel	\$0	\$100	\$100	\$100	\$0	\$100
523600 Dues And Fees	\$0	\$0	\$0	\$55,296	\$0	\$55,296
523700 Education And Training	\$0	\$500	\$500	\$500	\$0	\$500
531105 Supplies	\$860	\$1,500	\$1,500	\$1,500	\$0	\$1,500
531310 Hospitality And Events	\$6,747	\$0	\$0	\$0	\$0	\$0
531605 Machinery And Equipment-Ope	\$0	\$0	\$0	\$0	\$25,000	\$25,000
531610 Furniture/Fixtures-Operating	\$0	\$0	\$0	\$0	\$5,000	\$5,000
<b>Operating Total</b>	<b>\$131,510</b>	<b>\$117,500</b>	<b>\$117,500</b>	<b>\$158,306</b>	<b>\$40,000</b>	<b>\$198,306</b>
<b>Transfers, Capital, Other</b>						
554200 Disability	\$97,593	\$0	\$0	\$0	\$0	\$0
554300 HSA Contributions	\$389,085	\$0	\$0	\$0	\$0	\$0
611355 Operating Transfer Out - Partic	\$39,361	\$0	\$0	\$0	\$0	\$0
611357 Operating Transfer Out - Gener	\$462,974	\$0	\$0	\$0	\$0	\$0
611359 Operating Transfer Out - Fleet	\$17,534	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,006,547</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$7,188,383</b>	<b>\$7,150,051</b>	<b>\$7,162,972</b>	<b>\$7,209,270</b>	<b>\$40,986</b>	<b>\$7,250,256</b>

# Workers' Compensation Fund

## What We Have Accomplished

- Increased training for safety and accident/injury prevention.

## What We Expect to Accomplish

- Increase accountability with departments for prevention efforts.
- More stringent management of Third Party Administrator (TPA) arrangement and implementation of cost containment strategies.



# Workers' Compensation Fund

	<b>FY 2016 Available Fund Balance over Reserve by Policy</b>	<b>\$2,430,322</b>
	<b>FY 2016 Revenues</b>	<b>\$466,000</b>
	<b>FY 2015 TOTAL Approved Budget</b>	<b>\$503,655</b>
	Salary and Benefit Adjustments	(\$1,533)
	Net change from zero based contract and professional services	\$5,356
	Workers Comp Adjustment based on historical actuals	\$56,032
	<b>FY 2016 Approved Base Budget</b>	<b>\$563,510</b>
60115401 553100	Group Benefits Increase	\$986
	<b>FY 2016 Approved Program Changes</b>	<b>\$986</b>
	<b>FY 2016 Approved Operating Budget</b>	<b>\$564,496</b>
	<b>FY 2016 Approved Capital</b>	<b>\$0</b>
	<b>FY 2016 TOTAL Approved Budget</b>	<b>\$564,496</b>



# Workers' Compensation Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - Internal</b>						
341810 Transfers In	\$466,000	\$466,000	\$466,000	\$0	\$0	\$0
<b>Charges for Service - Internal Total</b>	<b>\$466,000</b>	<b>\$466,000</b>	<b>\$466,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$17,160	\$0	\$0	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$-1,991	\$0	\$0	\$0	\$0	\$0
361015 Bank Interest Earned	\$386	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$3,000	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$18,555</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Revenues</b>						
383100 Reimbursement From Insura	\$6,348	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$6,348</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>						
391201 Operating Transfer In	\$0	\$0	\$0	\$466,000	\$0	\$466,000
<b>Transfers In Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$466,000</b>	<b>\$0</b>	<b>\$466,000</b>
<b>Grand Total</b>	<b>\$490,903</b>	<b>\$466,000</b>	<b>\$466,000</b>	<b>\$466,000</b>	<b>\$0</b>	<b>\$466,000</b>

# Workers' Compensation Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$18,525	\$42,531	\$42,531	\$41,000	\$0	\$41,000
512200 Social Security (FICA) Contribu	\$1,008	\$2,554	\$2,554	\$2,540	\$0	\$2,540
512300 Medicare	\$236	\$582	\$582	\$594	\$0	\$594
512400 Defined Benefit Retirement Pro	\$5,608	\$0	\$0	\$0	\$0	\$0
512401 Deferred Compensation Con	\$151	\$100	\$100	\$100	\$0	\$100
512402 Defined Contribution Retiremer	\$2,508	\$4,118	\$4,118	\$4,118	\$0	\$4,118
512700 Workers' Compensation	\$389,074	\$343,968	\$344,053	\$400,000	\$0	\$400,000
553100 Group Insurance Contribution	\$9,249	\$9,898	\$9,898	\$9,898	\$986	\$10,884
<b>Salaries and Benefits Total</b>	<b>\$426,360</b>	<b>\$403,751</b>	<b>\$403,836</b>	<b>\$458,250</b>	<b>\$986</b>	<b>\$459,236</b>
<b>Operating</b>						
521201 Professional Services	\$94,122	\$98,944	\$98,944	\$104,300	\$0	\$104,300
523600 Dues And Fees	\$168	\$295	\$295	\$295	\$0	\$295
523700 Education And Training	\$40	\$445	\$445	\$445	\$0	\$445
531105 Supplies	\$211	\$0	\$0	\$0	\$0	\$0
531400 Books And Periodicals	\$288	\$220	\$220	\$220	\$0	\$220
<b>Operating Total</b>	<b>\$94,829</b>	<b>\$99,904</b>	<b>\$99,904</b>	<b>\$105,260</b>	<b>\$0</b>	<b>\$105,260</b>
<b>Grand Total</b>	<b>\$521,189</b>	<b>\$503,655</b>	<b>\$503,740</b>	<b>\$563,510</b>	<b>\$986</b>	<b>\$564,496</b>





# Risk Management Fund

## What We Have Accomplished

- Provided for a more efficient and effective means of managing risk and aligning risks with the City's program goals and objectives.
- Assisted departments in their accreditation/re-accreditation process

## What We Expect to Accomplish

- Help develop the foundation for a successful safety program.
- Assist with finding a solution to reduce inmate medical costs.
- Identify and recommend a solution to capture data for consolidating property values, claims, policy, and exposure information.
- Provide the tracking and management reporting capabilities to monitor and control the overall cost of risk and assist with the alignment of risk management processes to municipal planning.



# Risk Management Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$1,657,735</b>
<b>FY 2016 Revenues</b>		<b>\$1,050,000</b>
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$1,137,960</b>
One-Time Costs Removed (City Safety Assessment)		(\$15,000)
Salary and Benefit Adjustments		(\$3,131)
Retirement Adjustment - Defined Benefit Plan		(\$190)
Net change from zero based contract and professional services		\$15,000
<b>FY 2016 Approved Base Budget</b>		<b>\$1,134,639</b>
60315550 553100	Group Benefits Increase	\$986
60315550 523100	Risk and Liability Insurance increase	\$40,000
<b>FY 2016 Approved Program Changes</b>		<b>\$40,986</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$1,175,625</b>
<b>FY 2016 Approved Capital</b>		<b>\$0</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$1,175,625</b>



# Risk Management Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - Internal</b>						
341805 Risk Claims Payments	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$0	\$1,050,000
<b>Charges for Service - Internal Total</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$0</b>	<b>\$1,050,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$9,649	\$0	\$0	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$-3,003	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$1,683	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$8,328</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Revenues</b>						
383100 Reimbursement From Insura	\$9,705	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$9,705</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>						
391201 Operating Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
<b>Transfers In Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$1,068,033</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$0</b>	<b>\$1,050,000</b>

# Risk Management Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$69,130	\$67,099	\$67,099	\$64,000	\$0	\$64,000
512200 Social Security (FICA) Contribu	\$4,029	\$3,986	\$3,986	\$3,960	\$0	\$3,960
512300 Medicare	\$943	\$934	\$934	\$928	\$0	\$928
512400 Defined Benefit Retirement Pro	\$8,412	\$10,026	\$10,026	\$9,836	\$0	\$9,836
512401 Deferred Compensation Con	\$632	\$800	\$800	\$800	\$0	\$800
553100 Group Insurance Contribution	\$9,250	\$9,898	\$9,898	\$9,898	\$986	\$10,884
<b>Salaries and Benefits Total</b>	<b>\$92,396</b>	<b>\$92,743</b>	<b>\$92,743</b>	<b>\$89,422</b>	<b>\$986</b>	<b>\$90,408</b>
<b>Operating</b>						
521201 Professional Services	\$0	\$15,000	\$15,000	\$15,000	\$0	\$15,000
521202 Legal	\$46,262	\$0	\$0	\$0	\$0	\$0
521300 Technical Services	\$171	\$2,200	\$2,200	\$2,200	\$0	\$2,200
522205 Repairs And Maintenance	\$9,167	\$0	\$0	\$0	\$0	\$0
523100 Property And Liability Insuranc	\$701,612	\$735,551	\$735,551	\$735,551	\$40,000	\$775,551
523220 Postage	\$1	\$50	\$50	\$50	\$0	\$50
523500 Travel	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500
523600 Dues And Fees	\$38	\$445	\$445	\$445	\$0	\$445
523700 Education And Training	\$0	\$850	\$850	\$850	\$0	\$850
523701 Roswell U	\$49,753	\$75,000	\$75,180	\$75,000	\$0	\$75,000
531105 Supplies	\$0	\$1,050	\$1,050	\$1,050	\$0	\$1,050
531400 Books And Periodicals	\$0	\$280	\$280	\$280	\$0	\$280
<b>Operating Total</b>	<b>\$807,003</b>	<b>\$831,926</b>	<b>\$832,106</b>	<b>\$831,926</b>	<b>\$40,000</b>	<b>\$871,926</b>
<b>Transfers, Capital, Other</b>						
579025 Insurance Deductibles	\$116,098	\$213,291	\$213,691	\$213,291	\$0	\$213,291
611350 Operating Transfers Out - Cap I	\$0	\$0	\$330,000	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$116,098</b>	<b>\$213,291</b>	<b>\$543,691</b>	<b>\$213,291</b>	<b>\$0</b>	<b>\$213,291</b>
<b>Grand Total</b>	<b>\$1,015,497</b>	<b>\$1,137,960</b>	<b>\$1,468,540</b>	<b>\$1,134,639</b>	<b>\$40,986</b>	<b>\$1,175,625</b>



## Grant Funds

Grants are placed into a separate fund for each type of granting organization; Federal, State, County, Community Development Block Grant (CDBG) and Local Maintenance Improvement Grant (LMIG). Grants allow the city to accomplish vital goals while lessening the tax burden for Roswell residents. The annual Community Development Block Grant

(CDBG) allocation is the only grant budgeted for during the annual budget process. All other grants are budgeted at the time of formal acceptance/approval by Mayor and City Council throughout the year. All grant funds follow the life-to-date budgeting process whereby the balance is carried forward, annually, to cover Mayor and City Council approved projects.

## Grant Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Intergovernmental</b>						
331369 CDBG Revenue	\$118,862	\$20,270	\$20,270	\$415,187	\$0	\$415,187
<b>Intergovernmental Total</b>	<b>\$118,862</b>	<b>\$20,270</b>	<b>\$20,270</b>	<b>\$415,187</b>	<b>\$0</b>	<b>\$415,187</b>
<b>Grand Total</b>	<b>\$118,862</b>	<b>\$20,270</b>	<b>\$20,270</b>	<b>\$415,187</b>	<b>\$0</b>	<b>\$415,187</b>

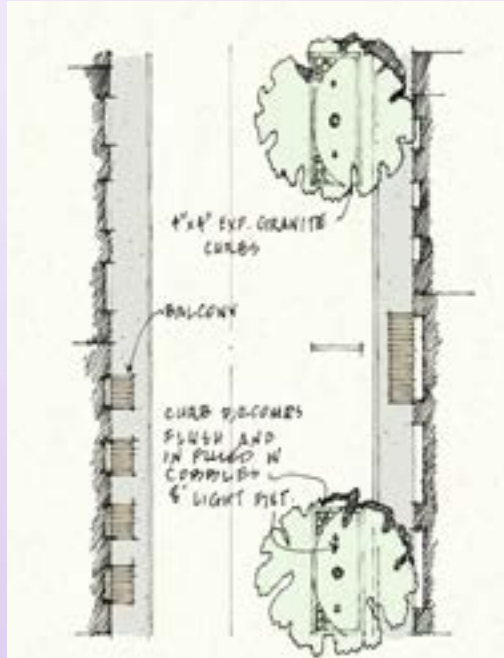
## Grant Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$20,195	\$18,825	\$152,274	\$23,000	\$0	\$23,000
512200 Social Security (FICA) Contribu	\$0	\$1,170	\$1,170	\$1,420	\$0	\$1,420
512300 Medicare	\$0	\$275	\$275	\$333	\$387,067	\$387,400
512402 Defined Contribution Retirement	\$0	\$0	\$0	\$3,367	\$0	\$3,367
<b>Salaries and Benefits Total</b>	<b>\$20,195</b>	<b>\$20,270</b>	<b>\$153,719</b>	<b>\$28,120</b>	<b>\$387,067</b>	<b>\$415,187</b>
<b>Operating</b>						
521201 Professional Services	\$5,963	\$0	\$0	\$0	\$0	\$0
521300 Technical Services	\$164	\$0	\$3,826	\$0	\$0	\$0
523220 Postage	\$239	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$6,366</b>	<b>\$0</b>	<b>\$3,826</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers, Capital, Other</b>						
541210 Recreation Facilities	\$0	\$0	\$91,207	\$0	\$0	\$0
541420 Water Lines	\$0	\$0	\$201,402	\$0	\$0	\$0
572010 Payments To Local Nonprofits	\$146,146	\$0	\$374,898	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$146,146</b>	<b>\$0</b>	<b>\$667,506</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$172,707</b>	<b>\$20,270</b>	<b>\$825,051</b>	<b>\$28,120</b>	<b>\$387,067</b>	<b>\$415,187</b>

# Community Development Department

Community Development consists of Planning and Zoning, Building, Engineering/Land Development, Business Registration, Code Enforcement and Geographic Information System (GIS). The Community Development Department is responsible for current and long range planning, promoting economic development, enforcing zoning and property maintenance regulations, and issuing building and land disturbance permits. The department is also responsible for business registration and for providing a GIS on a citywide basis. The Department acts as a liaison to the Planning Commission, Board of Zoning Appeals, Design Review Board, Historic Preservation Commission, and Construction Appeals Board. In addition the Department supports Ros-

well-Inc.and the Downtown Development Authority.



**To advance Roswell as a premier City where you can live, work and play and community values are reflected in the physical environment**



Community Development  
Total

\$4,339,671



General Fund  
\$3,804,671

Capital Projects Fund  
\$535,000

# Community Development Department

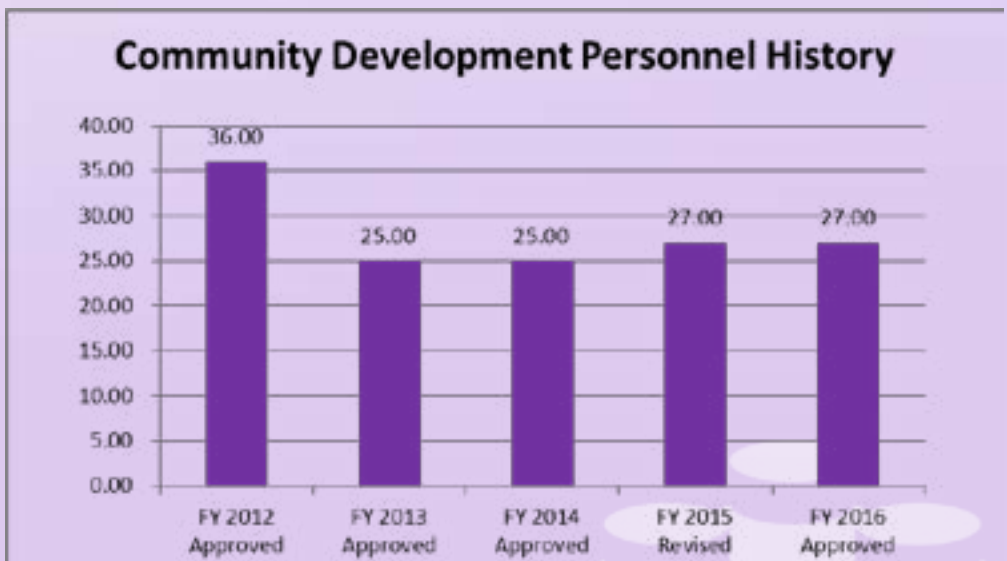
## Opportunities

To continue to evaluate and update development regulations which will result in a more effective and efficient permitting process without decreasing quality and accuracy. Develop strategies to improve communication with developers, citizens, elected officials and other departments. Examine innovative approaches to maintain an acceptable "time to permit" level as development activity increases. Update of the Comprehensive Plan 2035 ensures that the plan facilitates the City's vision and high quality services. Utilize automated solutions to enhance the plan review, permitting and inspection processes. Continue to support Roswell Inc. and Downtown Development Authority on economic development.

## Challenges

The department will analyze adequate staffing solutions to handle the anticipated increase in development activity. The city will transition to the New Impact Fee Program. The department will maintain the "time to permit" goal given the increase in development and community acceptance of change as redevelopment and growth occurs, while managing expectations related to the Unified Development Code.

**Alice Wakefield**  
Director of Community  
Development



### Personnel Changes

**FY 2013:** Eliminate (11) position through outsourcing the Building Inspections and Code Enforcement functions. Add (1) Land Development Inspector III position and eliminate (1) Economic Development Manager position.

**FY 2015:** Added a total of (2) full-time positions: (1) Engineering Permit Technician (10 mos in FY 15) and (1) Deputy Director of Community Development. Other changes include reclassifying the Assistant to the Director position to an Administrative Asst position, eliminating the Redevelopment Manager position, and transferring the Water Resources Engineer from Environmental/PW to Community Development.



# Community Development Department

## What We Have Accomplished

- Updated the Impact Fees Ordinance.
- Initiated the 2035 Comprehensive Plan update.
- Began 1st phase of restructuring the development (engineering) permit process.
- Implemented ArcGIS for Local Government and ArcGIS Online (AGOL) map services and applications for the Server and Cloud.
- Initiated a revision of the Standard Construction Specifications.
- Created standardized applications across all divisions.
- Created desk manuals for administrative activities, application intake, and permit issuance.

## What We Expect To Accomplish

- Implement customer self-service for engineering complaints, plan review and land development inspections.
- Launch electronic plan review of land disturbance permits and building permits.
- Provide ability for real-time inspection results from the field for Engineering, Code Enforcement and Building Inspections with the use of tablets.
- Complete the 2035 Comprehensive Plan update.
- Initiate a change in the method by which the meetings of boards and commissions are conducted.
- Provide technical training – LiDAR Analysis, ArcGIS Server , and Local Government/ ArcGIS Online.
- Acquire 2016 Aerial Photography and LiDAR for subdivision and new development inventory.
- Continue scanning historical permits/parcel documents.
- Convert historic documents from FileNet to TCM and maintain the integrity of files (linkages to parcels).
- Complete revisions to Standard Construction Specifications.
- Initiate East/West Alley, Phase I improvements.





# Community Development Department Programs

## Programs Quartile 1

(Most Relevant to Goals)

Building Permitting  
 Complaint/Violation Investigations  
 Current Planning  
 Development Permitting  
 Long-Range Planning  
 Other Plan Review  
 GIS Data Maintenance and External Coordination

## Programs Quartile 2

(More Relevant to Goals)

Business Registration  
 Code Compliance Inspections  
 Engineering Plan Review  
 EPD Local Issuing Authority  
 GIS Production Services  
 Nuisance Abatement  
 Public/Community Outreach & Education  
 Records Management  
 Tree Protection

## Programs Quartile 3

(Relevant to Goals)

Customer Service and Other Permitting  
 Economic Development Support  
 Erosion and Sediment Control Program  
 Public Document Requests  
 Roswell Inc. External Business Recruitment  
 Roswell Inc. Local Business & Industry Support & Coordination  
 Roswell Inc. Outreach & Communication

## Programs Quartile 4

(Least Relevant to Goals)

DDA Administrative Support & Coordination  
 DDA Community Awareness & Communication  
 DDA Downtown Planning Management  
 DDA Downtown Visioning & Master Planning  
 DDA Grant Opportunities  
 Planning & Rezoning Public Notifications  
 Progress Partners Support  
 Roswell Inc. Organization Administration  
 City Board and Commission Support - Community Development

# Community Development Department

<b>FY 2015 TOTAL Approved Budget</b>		<b>\$3,896,312</b>
	One-Time Costs Removed (Comp Plan Update)	(\$80,000)
	One-Time Costs Removed (LiDAR software)	(\$6,500)
	One-Time Costs Removed (map viewer conversion)	(\$6,000)
	Adjustment for SAFEbuilt contract	\$29,233
	Salary and Benefit Adjustments	(\$5,169)
	Retirement Adjustment - Defined Benefit Plan	(\$23,544)
	Retirement Adjustment - Defined Contribution Plan	\$5,992
	Fleet Services Base Rate and Mechanics Rate Adjustment	\$1,810
	Net change from zero based contract and professional services	(\$39,800)
	Department Changes	(\$5,163)
	Group Benefits for qualified part-time	
<b>FY 2016 Approved Base Budget</b>		<b>\$3,767,171</b>
10070101 579001	Carryover \$75,000 of unspent Roswell Downtown Development Authority funding	\$0
10070101 521400	Move 1/2 of Progress Partners funding to Contingency	(\$12,500)
10070101 521201	Parking and Stormwater study for downtown area	\$50,000
<b>FY 2016 Approved Program Changes</b>		<b>\$37,500</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$3,804,671</b>
35070101 541200 33005	East/West Alley Master Plan Initiation (General Fund portion, Option 2, Phase 1)	\$500,000
35015352 543000 31001	Aerial Photography - Roswell's portion of multi-jurisdictional project	\$35,000
<b>FY 2016 Approved Capital</b>		<b>\$535,000</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$4,339,671</b>



# Community Development Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$1,291,262	\$1,452,657	\$1,452,657	\$1,459,000	\$0	\$1,459,000
511105 Part Time Employees	\$26,543	\$15,787	\$15,787	\$2,575	\$0	\$2,575
511200 Temporary Employees	\$0	\$0	\$0	\$0	\$0	\$0
511300 Overtime	\$650	\$1,100	\$1,100	\$1,100	\$0	\$1,100
512200 Social Security (FICA) Contribu	\$77,538	\$96,448	\$96,448	\$90,650	\$0	\$90,650
512300 Medicare	\$18,334	\$21,953	\$21,953	\$21,205	\$0	\$21,205
512400 Defined Benefit Retirement Pro	\$185,047	\$181,435	\$181,435	\$157,891	\$0	\$157,891
512401 Deferred Compensation Con	\$8,670	\$10,800	\$10,800	\$10,800	\$0	\$10,800
512402 Defined Contribution Retiremer	\$81,216	\$49,143	\$49,143	\$55,135	\$0	\$55,135
512920 Other Benefits	\$0	\$0	\$0	\$0	\$0	\$0
553100 Group Insurance Contribution	\$231,247	\$259,000	\$259,000	\$267,246	\$0	\$267,246
554100 Workers Comp Contribution	\$9,425	\$9,425	\$9,425	\$9,425	\$0	\$9,425
<b>Salaries and Benefits Total</b>	<b>\$1,929,930</b>	<b>\$2,097,748</b>	<b>\$2,097,748</b>	<b>\$2,075,027</b>	<b>\$0</b>	<b>\$2,075,027</b>
<b>Operating</b>						
521201 Professional Services	\$42,519	\$24,000	\$73,672	\$27,513	\$50,000	\$77,513
521300 Technical Services	\$2,144	\$1,000	\$1,000	\$0	\$0	\$0
521400 Contract Services	\$1,452,531	\$1,553,971	\$1,639,718	\$1,459,891	-\$12,500	\$1,447,391
522205 Repairs And Maintenance	\$125	\$1,500	\$1,500	\$1,500	\$0	\$1,500
522210 Vehicle Repair	\$289	\$480	\$480	\$480	\$0	\$480
522215 Garage Base Rate	\$4,830	\$4,830	\$4,830	\$4,830	\$0	\$4,830
522216 Mechanics Rate	\$2,422	\$740	\$740	\$2,550	\$0	\$2,550
522310 Rental Of Land And Buildings	\$0	\$0	\$0	\$0	\$0	\$0
522320 Rental Of Equipment And Vehic	\$16,967	\$13,676	\$14,207	\$13,676	\$0	\$13,676
523210 Communication Services	\$0	\$1,650	\$1,650	\$0	\$0	\$0
523220 Postage	\$15,145	\$9,800	\$10,266	\$9,800	\$0	\$9,800
523300 Advertising	\$22,905	\$25,000	\$25,000	\$25,000	\$0	\$25,000
523400 Printing And Binding	\$7,031	\$5,500	\$5,843	\$4,500	\$0	\$4,500
523500 Travel	\$8,108	\$13,712	\$13,712	\$16,510	\$0	\$16,510
523600 Dues And Fees	\$5,232	\$8,705	\$8,705	\$9,005	\$0	\$9,005
523700 Education And Training	\$5,920	\$25,251	\$25,251	\$21,490	\$0	\$21,490
523851 Contracted Temporary Labor	\$37,316	\$4,000	\$4,000	\$4,000	\$0	\$4,000
531105 Supplies	\$26,417	\$26,867	\$27,268	\$26,567	\$0	\$26,567
531120 Vehicle Parts And Supplies	\$4,471	\$2,330	\$2,330	\$2,330	\$0	\$2,330
531150 Computer Supplies	\$0	\$16,000	\$16,000	\$3,500	\$0	\$3,500
531250 Oil	\$18	\$270	\$270	\$270	\$0	\$270
531270 Gasoline/ Diesel	\$6,149	\$9,907	\$9,907	\$9,907	\$0	\$9,907
531310 Hospitality And Events	\$0	\$0	\$0	\$0	\$0	\$0
531400 Books And Periodicals	\$153	\$870	\$870	\$870	\$0	\$870
531605 Machinery And Equipment-Ope	\$0	\$500	\$500	\$500	\$0	\$500
531610 Furniture/Fixtures-Operating	\$0	\$0	\$4,000	\$0	\$0	\$0
531615 Computer Equipment-Operatin	\$0	\$17,150	\$17,150	\$17,150	\$0	\$17,150
531620 Communication Equipment-Op	\$0	\$550	\$550	\$0	\$0	\$0
531720 Uniforms	\$1,124	\$2,100	\$2,100	\$2,100	\$0	\$2,100
539999 Special Events Contra	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$1,661,817</b>	<b>\$1,770,359</b>	<b>\$1,911,518</b>	<b>\$1,663,939</b>	<b>\$37,500</b>	<b>\$1,701,439</b>
<b>Transfers, Capital, Other</b>						
541200 Site Improvements	\$0	\$0	\$0	\$0	\$0	\$0
542400 Computer Equipment	\$0	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$28,205	\$28,205	\$28,205	\$28,205	\$0	\$28,205
579001 Contingency Operating	\$0	\$0	\$0	\$0	\$0	\$0
611358 Operating Transfer Out - Hotel/	\$0	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$28,205</b>	<b>\$28,205</b>	<b>\$28,205</b>	<b>\$28,205</b>	<b>\$0</b>	<b>\$28,205</b>
<b>Grand Total</b>	<b>\$3,619,952</b>	<b>\$3,896,312</b>	<b>\$4,037,471</b>	<b>\$3,767,171</b>	<b>\$37,500</b>	<b>\$3,804,671</b>

# Community Development Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10015160 - Business Registration</b>						
Salaries and Benefits	\$47,971	\$47,171	\$47,171	\$48,399	\$0	\$48,399
Operating	\$6,386	\$11,875	\$14,542	\$10,875	\$0	\$10,875
<b>10015160 - Business Registration Total</b>	<b>\$54,357</b>	<b>\$59,046</b>	<b>\$61,713</b>	<b>\$59,274</b>	<b>\$0</b>	<b>\$59,274</b>
<b>10015352 - GIS</b>						
Salaries and Benefits	\$271,267	\$287,517	\$287,517	\$280,214	\$0	\$280,214
Operating	\$14,970	\$49,477	\$49,477	\$36,977	\$0	\$36,977
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10015352 - GIS Total</b>	<b>\$286,237</b>	<b>\$336,994</b>	<b>\$336,994</b>	<b>\$317,191</b>	<b>\$0</b>	<b>\$317,191</b>
<b>10015750 - Engineering</b>						
Salaries and Benefits	\$555,138	\$711,333	\$659,182	\$709,793	\$0	\$709,793
Operating	\$16,726	\$28,386	\$29,887	\$29,168	\$0	\$29,168
<b>10015750 - Engineering Total</b>	<b>\$571,864</b>	<b>\$739,719</b>	<b>\$689,069</b>	<b>\$738,961</b>	<b>\$0</b>	<b>\$738,961</b>
<b>10070101 - Community Development Administ</b>						
Salaries and Benefits	\$302,540	\$362,366	\$362,366	\$351,827	\$0	\$351,827
Operating	\$269,407	\$84,830	\$128,987	\$83,332	\$37,500	\$120,832
Transfers, Capital, Other	\$28,205	\$28,205	\$28,205	\$28,205	\$0	\$28,205
<b>10070101 - Community Development Admi</b>	<b>\$600,152</b>	<b>\$475,401</b>	<b>\$519,558</b>	<b>\$463,364</b>	<b>\$37,500</b>	<b>\$500,864</b>
<b>10070102 - Com Dev Support Services</b>						
Salaries and Benefits	\$195,857	\$185,952	\$238,103	\$186,148	\$0	\$186,148
Operating	\$21,859	\$14,650	\$15,100	\$26,337	\$0	\$26,337
<b>10070102 - Com Dev Support Services Total</b>	<b>\$217,717</b>	<b>\$200,602</b>	<b>\$253,203</b>	<b>\$212,485</b>	<b>\$0</b>	<b>\$212,485</b>
<b>10072000 - Development Services</b>						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$0	\$0	\$0
<b>10072000 - Development Services Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10072200 - Construction Permitting</b>						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$750,189	\$840,000	\$926,297	\$840,000	\$0	\$840,000
<b>10072200 - Construction Permitting Total</b>	<b>\$750,189</b>	<b>\$840,000</b>	<b>\$926,297</b>	<b>\$840,000</b>	<b>\$0</b>	<b>\$840,000</b>
<b>10074100 - Planning and Zoning</b>						
Salaries and Benefits	\$557,157	\$503,409	\$503,409	\$498,646	\$0	\$498,646
Operating	\$118,271	\$133,770	\$134,583	\$55,646	\$0	\$55,646
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10074100 - Planning and Zoning Total</b>	<b>\$675,428</b>	<b>\$637,179</b>	<b>\$637,992</b>	<b>\$554,292</b>	<b>\$0</b>	<b>\$554,292</b>
<b>10074500 - Code Enforcement</b>						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$464,008	\$607,371	\$608,371	\$581,604	\$0	\$581,604
<b>10074500 - Code Enforcement Total</b>	<b>\$464,008</b>	<b>\$607,371</b>	<b>\$608,371</b>	<b>\$581,604</b>	<b>\$0</b>	<b>\$581,604</b>
<b>10075100 - Economic development</b>						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$4,275	\$0	\$0	\$0
<b>10075100 - Economic development Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$3,619,952</b>	<b>\$3,896,312</b>	<b>\$4,037,471</b>	<b>\$3,767,171</b>	<b>\$37,500</b>	<b>\$3,804,671</b>





# Environmental/ Public Works Department

The Environmental / Public Works Department is responsible for a range of environmental services for the City and its citizens, including solid waste management, environmental education and enforcement, stormwater management, watershed protection, and production and distribution of water for a portion of the City. The Department provides vehicle and equipment repairs for the City's fleet and administers the fueling system. The Department also provides staff liaison and support for Keep Roswell Beautiful, a community service organization.



To protect and enhance the environment for our community, as we strive to exceed expectations every day with caring and efficient responsiveness.



Environmental/PW Total:  
\$17,697,748



Water and Sewer Fund:  
\$ 3,406,415

Stormwater Utility Fund:  
\$3,765,917

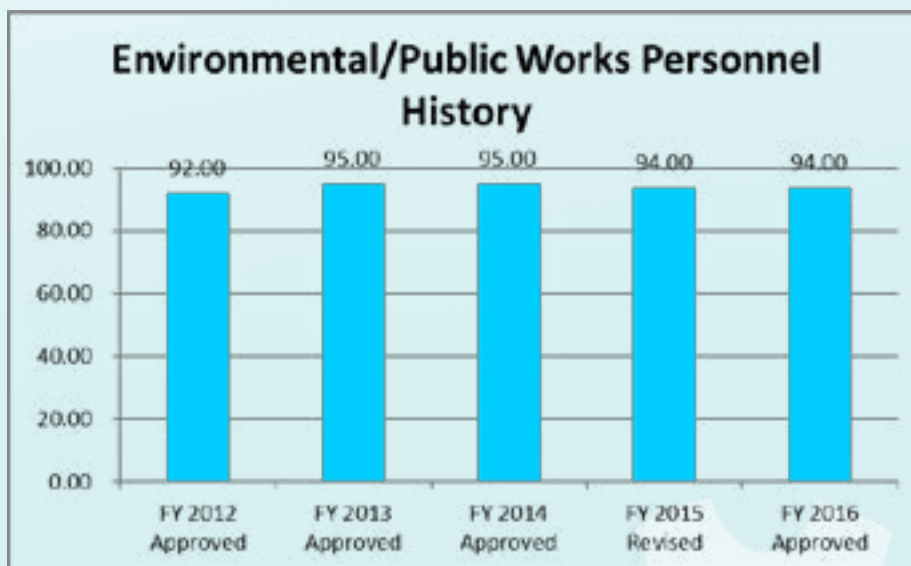
Solid Waste Fund:  
\$9,806,701

Fleet Services Fund:  
\$718,715

## Environmental/Public Works Department



**Dan Skalsky**  
Director of  
Environmental/Public Works



**Personnel Changes:**

FY 2011: Eliminated (1) Full-Time position: (1) Utility locator position in the Water Fund.

FY 2012: Added a Stormwater Project Manager position mid-year.

FY 2013: Added a (3) positions for Stormwater Heavy Maintenance Crew.

FY 2015: Transferred the Water Resources Engineer to Community Development (Engineering).



# Environmental/Public Works Department Programs

## Programs Quartile 1

(Most Relevant to Goals)

Commercial Dumpster Collection Program  
 Floodplain Management  
 Groundwater Well Operations and Maintenance  
 Plan Review  
 Residential Solid Waste Collection  
 Small Commercial Solid Waste Collection  
 Solid Waste Disposal  
 Stormwater Enforcement  
 Stormwater Regulatory Compliance  
 Stormwater System Inventory and Inspection  
 Stormwater System Maintenance and Repair  
 Water Hydrant Maintenance Program  
 Water Production/Distribution Permitting and Regulatory  
 Compliance  
 Water Treatment Plant Operations  
 Water Valve Maintenance Program

## Programs Quartile 2

(More Relevant to Goals)

Keep Roswell Beautiful  
 Master Plan Development and Updating  
 Residential Curbside Recycling Collection  
 Residential Large Item Pickup  
 Residential Scout Truck Program  
 Residential Yard Waste Collection  
 Solid Waste Enforcement

## Programs Quartile 3

(Relevant to Goals)

CIP/Project Management (including bid/contract mgmt.)  
 City-Sponsored Special Event Support  
 Intergovernmental Agreements/Coordination  
 Public Works Community Outreach  
 Recycling Center - Intake from Residents  
 Water Conservation and Efficiency

## Programs Quartile 4

(Least Relevant to Goals)

Bulky Trash Amnesty Program  
 City Building Recycling Collection  
 Fleet - Tire Replacement and Repairs  
 Household Hazardous Waste Disposal  
 Public Works Facility Building Operations and Maintenance  
 Public Works Facility Custodial Services  
 Public Works Facility HVAC/Major Systems Maintenance  
 Recyclables Processing  
 Recycling Center - Intake from Non-Residents/Commercial  
 School Recycling Collection  
 Fleet - Maintenance and Repairs  
 Fleet - Preventative Maintenance  
 Fuel Management





ROSWELL  
GEORGIA  
SINCE 1854



# Water/Sewer Fund

There are approximately 5,000 Roswell Water Utility customers. The remaining citizens in Roswell receive their water service from the Fulton County water system. The City operates the Cecil B. Wood Water Treatment Plant that produces 1.5 million gallons per day (MGD), a 250 gallons per minute groundwater system and maintains 201 miles of distribution waterline mains in order to get the highest quality water delivered to the

customer. The City also operates a groundwater well and treatment facility capable of producing an additional 360,000 gallons per day. The City has been the recipient, for 5 years in a row of the Platinum Award, given to treatment plants, which meet all of the state standards for water production. The City also purchases water from Fulton County to supplement what is produced at the Cecil B. Wood Plant in order to meet the full daily demand of our customers.

The mission of the Roswell Water Utility is to produce and distribute the highest quality of drinking water to customers.



# Water/Sewer Fund

## Opportunities

The Roswell Water Utility strives to be a leader in water supply and water conservation in the region. Roswell has completed a Water System Supply Master Plan and has identified future growth potential and system improvements to meet future water needs. In addition, the City of Roswell is part of the Metropolitan North Georgia Water Planning District whose primary purpose is to provide plans for the management of supply and conservation within the District. Roswell is prepared to fully comply with these plans while meeting the demands of our customers.

## What We Have Accomplished

- Implemented an 8% increase in water rates effective January 1, 2015 as well as annual adjustments of 1.5% each January through 2019.
- Successfully participated in the Metropolitan North Georgia Water Planning District (MNGWPD) Conservation Plan activities such as the Toilet Rebate Program and Water conservation education and drinking water week.
- Began construction of new 3.0 MGD water plant and 10 MG raw water storage tank.
- Completed the Valley Drive and Thomas Street Waterline replacement projects.
- Implemented a new water conservation tool for customers - online customer portal to enable customers to track water usage, set leak thresholds and estimate water bills.
- The City has been re-designated as a Water First Community.
- Received the 2014 Distribution System of the Year Award for Small Systems.

## Challenges

The vision for water supply for the City and region is forecast for 50 years. We need to continue to educate our customers about the vision and position the City for future water demands. The Roswell Water Utility has received a water withdrawal permit from the Georgia Environmental Protection Division and is poised to implement the expansion of a new water plant that will bring to its customers the latest technology to deliver the highest service in water production and treatment and distribution. The Department will strive to continue to secure safe water supplies for generations to come.

## What We Expect to Accomplish

- Complete construction of new 3.0 MGD water plant and 10 MG raw water storage tank.
- Continue ground well exploration initiative.
- Meet 100% of both State and Federal Safe Drinking Water Act Regulations.
- Maintain 100% of satisfactory drinking water quality tests.
- Maintain 95% of allowable drinking water production.
- Continue to reduce our "non-revenue" water.
- Ensure that all hydrants meet code and are in working order.



# Water/Sewer Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$831,286</b>	
<b>FY 2016 Revenues</b>		<b>\$3,556,927</b>	
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$3,376,917</b>	
One-Time Costs Removed and ongoing adjustments		\$8,550	
Capital Removed		(\$339,000)	
Salary and Benefit Adjustments		\$43,357	
Retirement Adjustment - Defined Benefit Plan		(\$9,903)	
Retirement Adjustment - Defined Contribution Plan		\$3,638	
Fleet Services Base Rate and Mechanics Rate Adjustment		\$2,804	
Net change from zero based contract and professional services		\$55,993	
Department Changes		(\$55,993)	
Indirect Costs Adjustment		\$66,140	
<b>FY 2016 Approved Base Budget</b>		<b>\$3,152,503</b>	
various	553100	Group Benefits Increase	\$17,640
50544100	various	Environmental/Public Works Dept Re-Organization	(\$11,564)
50544100	582100	Interest - Water Plant Loan	\$85,836
50544300	521201	Well Exploration	\$20,000
<b>FY 2016 Approved Program Changes</b>		<b>\$111,912</b>	
<b>FY 2016 Approved Operating Budget</b>		<b>\$3,264,415</b>	
50544400	541420	80046 Water Line Replacement	\$142,000
<b>FY 2016 Approved Capital</b>		<b>\$142,000</b>	
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$3,406,415</b>	





# Water/Sewer Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
344210 Water Charges	\$2,853,799	\$2,800,000	\$2,800,000	\$3,158,000	\$0	\$3,158,000
344215 Reconnect Fees	\$825	\$500	\$500	\$500	\$0	\$500
344216 Meter Fees	\$70,360	\$40,000	\$40,000	\$45,000	\$0	\$45,000
344217 Water Service Stop Fees	\$36,465	\$30,000	\$30,000	\$35,000	\$0	\$35,000
344255 Sewerage Charges	\$273,694	\$250,000	\$250,000	\$274,000	\$0	\$274,000
344256 Sewer Permit Fees Admin	\$12,661	\$15,000	\$15,000	\$15,000	\$0	\$15,000
344302 Utility Bill Penalties	\$146	\$5,400	\$5,400	\$5,400	\$0	\$5,400
349300 Bad Check Fees	\$1,600	\$1,500	\$1,500	\$1,500	\$0	\$1,500
<b>Charges for Service - External Total</b>	<b>\$3,249,549</b>	<b>\$3,142,400</b>	<b>\$3,142,400</b>	<b>\$3,534,400</b>	<b>\$0</b>	<b>\$3,534,400</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$6,703	\$0	\$0	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$15,054	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$73	\$6,000	\$6,000	\$21,827	\$0	\$21,827
<b>Interest Income Total</b>	<b>\$21,830</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$21,827</b>	<b>\$0</b>	<b>\$21,827</b>
<b>Licenses &amp; Permits</b>						
323120 Building & Inspection Fees	\$525	\$1,000	\$1,000	\$700	\$0	\$700
<b>Licenses &amp; Permits Total</b>	<b>\$525</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$700</b>	<b>\$0</b>	<b>\$700</b>
<b>Miscellaneous Revenues</b>						
383100 Reimbursement From Insura	\$336	\$0	\$0	\$0	\$0	\$0
392200 Gain On Property Sale	\$9,425	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$9,761</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>						
391201 Operating Transfer In	\$50,000	\$0	\$0	\$0	\$0	\$0
<b>Transfers In Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$3,331,665</b>	<b>\$3,149,400</b>	<b>\$3,149,400</b>	<b>\$3,556,927</b>	<b>\$0</b>	<b>\$3,556,927</b>



# Water/Sewer Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$847,354	\$848,491	\$894,686	\$888,493	-\$11,564	\$876,929
511105 Part Time Employees	\$4,475	\$0	\$0	\$0	\$0	\$0
511300 Overtime	\$12,082	\$23,125	\$23,125	\$23,125	\$0	\$23,125
512200 Social Security (FICA) Contributi	\$51,508	\$53,088	\$53,088	\$55,420	\$0	\$55,420
512300 Medicare	\$12,102	\$12,079	\$12,079	\$12,963	\$0	\$12,963
512400 Defined Benefit Retirement Progr	\$115,753	\$112,472	\$112,472	\$102,569	\$0	\$102,569
512401 Deferred Compensation Con	\$2,903	\$2,850	\$2,850	\$2,850	\$0	\$2,850
512402 Defined Contribution Retirement	\$37,122	\$13,283	\$13,283	\$16,921	\$0	\$16,921
553100 Group Insurance Contribution	\$162,336	\$175,551	\$175,551	\$175,690	\$17,640	\$193,330
554100 Workers Comp Contribution	\$11,045	\$11,545	\$11,545	\$11,545	\$0	\$11,545
<b>Salaries and Benefits Total</b>	<b>\$1,256,680</b>	<b>\$1,252,484</b>	<b>\$1,298,679</b>	<b>\$1,289,576</b>	<b>\$6,076</b>	<b>\$1,295,652</b>
<b>Operating</b>						
521201 Professional Services	\$8,565	\$8,000	\$8,000	\$49,500	\$20,000	\$69,500
521300 Technical Services	\$31,929	\$40,000	\$40,000	\$20,000	\$0	\$20,000
521400 Contract Services	\$44,773	\$82,425	\$82,425	\$96,918	\$0	\$96,918
522110 Disposal	\$0	\$1,000	\$1,000	\$10,000	\$0	\$10,000
522130 Custodial	\$2,917	\$3,000	\$3,000	\$2,200	\$0	\$2,200
522140 Repairs And Maintenance - Grou	\$2,042	\$6,050	\$6,050	\$6,050	\$0	\$6,050
522205 Repairs And Maintenance	\$167,285	\$177,300	\$183,766	\$197,000	\$0	\$197,000
522210 Vehicle Repair	\$1,595	\$3,350	\$3,350	\$2,650	\$0	\$2,650
522215 Garage Base Rate	\$11,040	\$11,690	\$11,690	\$13,110	\$0	\$13,110
522216 Mechanics Rate	\$7,347	\$9,266	\$9,266	\$10,650	\$0	\$10,650
522320 Rental Of Equipment And Vehicle	\$3,251	\$6,035	\$6,035	\$4,034	\$0	\$4,034
523210 Communication Services	\$22	\$4,596	\$4,596	\$0	\$0	\$0
523220 Postage	\$352	\$1,008	\$1,008	\$708	\$0	\$708
523300 Advertising	\$300	\$1,000	\$1,000	\$1,000	\$0	\$1,000
523400 Printing And Binding	\$1,833	\$6,000	\$6,000	\$2,500	\$0	\$2,500
523500 Travel	\$4,848	\$6,249	\$6,249	\$5,849	\$0	\$5,849
523600 Dues And Fees	\$11,584	\$14,269	\$14,269	\$13,269	\$0	\$13,269
523700 Education And Training	\$7,328	\$8,220	\$8,220	\$8,220	\$0	\$8,220
523800 Licenses	\$390	\$1,550	\$1,550	\$1,550	\$0	\$1,550
523901 Bank Fees / Charges	\$10,597	\$15,000	\$15,000	\$15,000	\$0	\$15,000
523902 Sanitation Services	\$2,452	\$2,500	\$2,500	\$2,800	\$0	\$2,800
531105 Supplies	\$95,586	\$128,378	\$130,609	\$130,532	\$0	\$130,532
531120 Vehicle Parts And Supplies	\$13,540	\$14,300	\$14,300	\$13,700	\$0	\$13,700
531140 Water Line/Meter Maint Supplies	\$176,337	\$187,500	\$187,500	\$220,500	\$0	\$220,500
531210 Water / Sewerage	\$308,812	\$450,000	\$450,000	\$350,000	\$0	\$350,000
531220 Natural Gas	\$2,319	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531230 Electricity	\$74,587	\$80,897	\$80,897	\$93,897	\$0	\$93,897
531250 Oil	\$592	\$950	\$950	\$950	\$0	\$950
531270 Gasoline/ Diesel	\$25,893	\$28,000	\$28,000	\$28,000	\$0	\$28,000
531400 Books And Periodicals	\$82	\$1,250	\$1,250	\$700	\$0	\$700
531605 Machinery And Equipment-Opera	\$21,424	\$42,700	\$42,700	\$69,700	\$0	\$69,700
531615 Computer Equipment-Operating	\$13,145	\$38,500	\$44,500	\$22,625	\$0	\$22,625
531620 Communication Equipment-Opera	\$0	\$400	\$400	\$0	\$0	\$0
531720 Uniforms	\$6,119	\$7,875	\$7,875	\$7,000	\$0	\$7,000
<b>Operating Total</b>	<b>\$1,058,885</b>	<b>\$1,392,258</b>	<b>\$1,406,955</b>	<b>\$1,403,612</b>	<b>\$20,000</b>	<b>\$1,423,612</b>

# Water/Sewer Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Transfers, Capital, Other</b>						
541200 Site Improvements	\$116,328	\$0	\$186,072	\$0	\$0	\$0
541300 Buildings	\$680,763	\$0	\$15,394,790	\$0	\$0	\$0
541420 Water Lines	\$407,966	\$319,000	\$468,287	\$0	\$142,000	\$142,000
542100 Machinery	\$82,570	\$20,000	\$20,000	\$0	\$0	\$0
542200 Vehicles	\$0	\$0	\$28,462	\$0	\$0	\$0
549999 Contra- Capital Expense Account	-\$1,287,627	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$231,959	\$222,072	\$222,072	\$288,212	\$0	\$288,212
551115 Interfund Transfer - Garage	\$0	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$40,261	\$40,961	\$40,961	\$40,961	\$0	\$40,961
561001 Building- Depreciation	\$1,297	\$0	\$0	\$0	\$0	\$0
561002 Infrastructure- Depreciation	\$389,647	\$0	\$0	\$0	\$0	\$0
561003 Site Improvement- Depreciation	\$7,642	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$73,547	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$29,580	\$0	\$0	\$0	\$0	\$0
582100 Interest - Long Term Debt	\$3,614	\$77,000	\$77,000	\$77,000	\$85,836	\$162,836
584000 Debt Issuance Costs	\$12,500	\$0	\$137,500	\$0	\$0	\$0
611357 Operating Transfer Out - General	\$0	\$53,142	\$53,142	\$53,142	\$0	\$53,142
<b>Transfers, Capital, Other Total</b>	<b>\$790,047</b>	<b>\$732,175</b>	<b>\$16,628,286</b>	<b>\$459,315</b>	<b>\$227,836</b>	<b>\$687,151</b>
<b>Grand Total</b>	<b>\$3,105,611</b>	<b>\$3,376,917</b>	<b>\$19,333,920</b>	<b>\$3,152,503</b>	<b>\$253,912</b>	<b>\$3,406,415</b>

# Water/Sewer Fund Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>50544100 - Water administration</b>						
Salaries and Benefits	\$226,970	\$251,330	\$251,330	\$220,485	\$6,076	\$226,561
Operating	\$89,776	\$93,205	\$101,761	\$93,346	\$0	\$93,346
Transfers, Capital, Other	\$773,932	\$316,175	\$316,175	\$382,315	\$85,836	\$468,151
<b>50544100 - Water administration Total</b>	<b>\$1,090,678</b>	<b>\$660,710</b>	<b>\$669,266</b>	<b>\$696,146</b>	<b>\$91,912</b>	<b>\$788,058</b>
<b>50544300 - Water plant</b>						
Salaries and Benefits	\$539,578	\$501,801	\$547,996	\$561,725	\$0	\$561,725
Operating	\$262,212	\$423,668	\$423,809	\$414,703	\$20,000	\$434,703
Transfers, Capital, Other	\$84,547	\$0	\$15,746,824	\$0	\$0	\$0
<b>50544300 - Water plant Total</b>	<b>\$886,338</b>	<b>\$925,469</b>	<b>\$16,718,629</b>	<b>\$976,428</b>	<b>\$20,000</b>	<b>\$996,428</b>
<b>50544400 - Water distribution</b>						
Salaries and Benefits	\$490,131	\$499,353	\$499,353	\$507,366	\$0	\$507,366
Operating	\$706,896	\$875,385	\$881,385	\$895,563	\$0	\$895,563
Transfers, Capital, Other	-\$68,433	\$416,000	\$565,287	\$77,000	\$142,000	\$219,000
<b>50544400 - Water distribution Total</b>	<b>\$1,128,595</b>	<b>\$1,790,738</b>	<b>\$1,946,025</b>	<b>\$1,479,929</b>	<b>\$142,000</b>	<b>\$1,621,929</b>
<b>Grand Total</b>	<b>\$3,105,611</b>	<b>\$3,376,917</b>	<b>\$19,333,920</b>	<b>\$3,152,503</b>	<b>\$253,912</b>	<b>\$3,406,415</b>



# Stormwater Utility Fund

The Stormwater Utility is an enterprise fund that provides stormwater services throughout the City. The City Stormwater staff responds to citizen calls and inquiries involving nuisance flooding, system failure or collapse, stream and ditch erosion as well as illicit discharge and illegal dumping calls throughout the City. The division is responsible for the maintenance and inspection of over 12,000 individual structures and over 138 miles of gravity flow pipe.



To deliver outstanding customer service while providing maintenance and quality assurance to all stormwater structures and stormwater that leaves the municipal system and reaches waters of the State.





# Stormwater Utility Fund

## Opportunities

The full implementation of the Stormwater Management Program through the funding of the Stormwater Utility has allowed for an improvement of customer service by reducing the time required to respond to routine maintenance calls. The Utility provides funding for a greater level of compliance with Federal and State clean water regulations.. Furthermore, various portions of Stormwater Management Program are consolidated into one manageable configuration which will ensure regulatory compliance and greater success of all aspects of the Program, such as maintenance, capital improvement projects, water quality monitoring and asset management.

## Challenges

Staff must work to ensure efficiency and fiscal responsibility while continuing to provide superior customer service. Project Engineering outsourcing, utilizing on call contractors as well as an improved capital improvement matrix will be used to achieve those objectives. Staff development and training must remain a focus along with appropriate use of technology and innovations such as portable communication devices. Future budget planning for capital equipment purchases must be balanced with the need to repair and maintain the City Stormwater infrastructure as well as compliance with increasing levels of Federal and State regulations.

## What We Have Accomplished

- Updated the Stormwater Management Plan that is based on the new EPD permit.
- Achieved 100% completion of all Capital Improvement Projects (CIP) during the budget year.
- Dedicated roughly 20% of the CIP budget to engineering future projects.
- Completed two Watershed Improvement Projects.
- Completed an initial inventory of Green Infrastructure BMP's.

## What We Expect to Accomplish

- Begin the implementation of a City operated jetting schedule.
- Achieve 100% completion of all CIP projects for the fiscal year.
- Begin Engineering for upcoming FY projects.
- Complete inspection of 20% of the City owned Stormwater System.
- Implement a Citywide training program on GI/LID practices and fertilizer use and storage.



# Stormwater Utility Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>			<b>\$1,460,896</b>
<b>FY 2016 Revenues</b>			<b>\$3,130,000</b>
<b>FY 2015 TOTAL Approved Budget</b>			<b>\$3,292,355</b>
One-Time Costs Removed			(\$150)
Capital Removed			(\$1,400,000)
Salary and Benefit Adjustments			\$11,045
Retirement Adjustment - Defined Benefit Plan			(\$413)
Retirement Adjustment - Defined Contribution Plan			\$1,929
Fleet Services Base Rate and Mechanics Rate Adjustment			(\$1,409)
Net change from zero based contract and professional services			(\$10,085)
Department Changes			\$10,085
Indirect Costs Adjustment			\$79,740
<b>FY 2016 Approved Base Budget</b>			<b>\$1,983,097</b>
50743200	553100	Group Benefits Increase	\$13,799
50743200	various	Environmental/Public Works Dept Re-Organization	(\$15,814)
50743200	521201	Stormwater Design & Engineering services	\$124,835
<b>FY 2016 Approved Program Changes</b>			<b>\$122,820</b>
<b>FY 2016 Approved Operating Budget</b>			<b>\$2,105,917</b>
50743200	541200	82016 Stormwater Master Work Order List	\$1,400,000
50743200	542200	82015 Additional Dump Truck for Stormwater	\$60,000
50743200	541200	33005 Stormwater component of East/West Alley Master Plan Implementation (Option 2, Phase 1)	\$200,000
<b>FY 2016 Approved Capital</b>			<b>\$1,660,000</b>
<b>FY 2016 TOTAL Approved Budget</b>			<b>\$3,765,917</b>



# Stormwater Utility Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
344261 Stormwater Utility	\$3,036,206	\$3,100,000	\$3,100,000	\$3,115,000	\$0	\$3,115,000
344303 Stormwater Late Charges	\$9,969	\$10,000	\$10,000	\$10,000	\$0	\$10,000
<b>Charges for Service - External Total</b>	<b>\$3,046,175</b>	<b>\$3,110,000</b>	<b>\$3,110,000</b>	<b>\$3,125,000</b>	<b>\$0</b>	<b>\$3,125,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$5,319	\$5,000	\$5,000	\$5,000	\$0	\$5,000
361010 Unrealized Invest Gains	\$744	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$1,550	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$7,612</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$5,000</b>
<b>Grand Total</b>	<b>\$3,053,787</b>	<b>\$3,115,000</b>	<b>\$3,115,000</b>	<b>\$3,130,000</b>	<b>\$0</b>	<b>\$3,130,000</b>



# Stormwater Utility Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$518,418	\$614,433	\$614,433	\$605,549	-\$15,814	\$589,735
511300 Overtime	\$1,233	\$1,625	\$1,625	\$1,625	\$0	\$1,625
512200 Social Security (FICA) Contributi	\$30,995	\$20,767	\$20,767	\$36,550	\$0	\$36,550
512300 Medicare	\$7,254	\$5,187	\$5,187	\$8,549	\$0	\$8,549
512400 Defined Benefit Retirement Progr	\$59,278	\$75,017	\$75,017	\$74,604	\$0	\$74,604
512401 Deferred Compensation Con	\$2,711	\$3,300	\$3,300	\$3,300	\$0	\$3,300
512402 Defined Contribution Retirement	\$16,814	\$9,431	\$9,431	\$11,360	\$0	\$11,360
553100 Group Insurance Contribution	\$111,000	\$129,870	\$129,870	\$130,654	\$13,799	\$144,453
554100 Workers Comp Contribution	\$4,665	\$5,165	\$5,165	\$5,165	\$0	\$5,165
<b>Salaries and Benefits Total</b>	<b>\$752,368</b>	<b>\$864,795</b>	<b>\$864,795</b>	<b>\$877,356</b>	<b>-\$2,015</b>	<b>\$875,341</b>
<b>Operating</b>						
521201 Professional Services	\$10,000	\$0	\$0	\$175,165	\$124,835	\$300,000
521202 Legal	\$0	\$10,000	\$10,000	\$10,000	\$0	\$10,000
521300 Technical Services	\$31,481	\$80,000	\$89,600	\$50,000	\$0	\$50,000
521400 Contract Services	\$9,723	\$200,000	\$202,127	\$14,750	\$0	\$14,750
522110 Disposal	\$3,844	\$5,000	\$5,000	\$15,000	\$0	\$15,000
522130 Custodial	\$2,917	\$3,000	\$3,000	\$2,200	\$0	\$2,200
522140 Repairs And Maintenance - Grou	\$2,053	\$1,050	\$1,050	\$1,050	\$0	\$1,050
522205 Repairs And Maintenance	\$70,178	\$15,000	\$30,190	\$71,597	\$0	\$71,597
522210 Vehicle Repair	\$13,607	\$3,000	\$7,427	\$8,000	\$0	\$8,000
522215 Garage Base Rate	\$6,900	\$7,550	\$7,550	\$7,590	\$0	\$7,590
522216 Mechanics Rate	\$6,508	\$7,674	\$7,674	\$6,225	\$0	\$6,225
522320 Rental Of Equipment And Vehicle	\$5,672	\$16,375	\$16,375	\$11,375	\$0	\$11,375
523210 Communication Services	\$0	\$1,597	\$1,597	\$0	\$0	\$0
523220 Postage	\$444	\$1,564	\$1,564	\$564	\$0	\$564
523300 Advertising	\$0	\$1,100	\$1,100	\$0	\$0	\$0
523400 Printing And Binding	\$707	\$3,125	\$3,125	\$0	\$0	\$0
523500 Travel	\$311	\$4,825	\$4,825	\$4,825	\$0	\$4,825
523600 Dues And Fees	\$581	\$1,698	\$1,698	\$1,698	\$0	\$1,698
523700 Education And Training	\$5,482	\$5,880	\$5,880	\$5,880	\$0	\$5,880
523800 Licenses	\$0	\$100	\$100	\$100	\$0	\$100
523901 Bank Fees / Charges	\$10,597	\$15,000	\$15,000	\$15,000	\$0	\$15,000
523902 Sanitation Services	\$0	\$750	\$750	\$750	\$0	\$750
531105 Supplies	\$85,048	\$112,612	\$102,769	\$92,612	\$0	\$92,612
531120 Vehicle Parts And Supplies	\$6,834	\$6,900	\$6,900	\$6,900	\$0	\$6,900
531220 Natural Gas	\$2,319	\$4,000	\$4,000	\$4,000	\$0	\$4,000
531230 Electricity	\$32,902	\$22,950	\$22,950	\$22,950	\$0	\$22,950
531250 Oil	\$502	\$1,550	\$1,550	\$1,550	\$0	\$1,550
531270 Gasoline/ Diesel	\$22,755	\$29,814	\$29,814	\$29,814	\$0	\$29,814
531400 Books And Periodicals	\$0	\$100	\$100	\$0	\$0	\$0
531610 Furniture/Fixtures-Operating	\$3,703	\$0	\$0	\$0	\$0	\$0
531615 Computer Equipment-Operating	\$0	\$5,900	\$5,900	\$5,900	\$0	\$5,900
531720 Uniforms	\$3,533	\$6,205	\$6,205	\$6,205	\$0	\$6,205
<b>Operating Total</b>	<b>\$342,236</b>	<b>\$578,919</b>	<b>\$604,058</b>	<b>\$576,300</b>	<b>\$124,835</b>	<b>\$701,135</b>



# Stormwater Utility Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Transfers, Capital, Other</b>						
541200 Site Improvements	\$959,235	\$1,400,000	\$1,937,490	\$0	\$1,600,000	\$1,600,000
542200 Vehicles	\$118,696	\$0	\$81,004	\$0	\$60,000	\$60,000
549999 Contra- Capital Expense Account	-\$1,052,147	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$417,899	\$382,559	\$382,559	\$462,299	\$0	\$462,299
561004 Machinery & Equipment- Deprecia	\$5,676	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$25,214	\$0	\$0	\$0	\$0	\$0
579002 Contingency Capital	\$0	\$0	\$29,854	\$0	\$0	\$0
611351 Operating Transfer Out - Fed Gra	\$154,350	\$0	\$0	\$0	\$0	\$0
611352 Operating Transfer Out - Water F	\$50,000	\$0	\$0	\$0	\$0	\$0
611357 Operating Transfer Out - General	\$0	\$53,142	\$53,142	\$54,202	\$0	\$54,202
<b>Transfers, Capital, Other Total</b>	<b>\$746,893</b>	<b>\$1,848,641</b>	<b>\$2,496,989</b>	<b>\$529,441</b>	<b>\$1,660,000</b>	<b>\$2,189,441</b>
<b>Grand Total</b>	<b>\$1,841,496</b>	<b>\$3,292,355</b>	<b>\$3,965,841</b>	<b>\$1,983,097</b>	<b>\$1,782,820</b>	<b>\$3,765,917</b>

# Stormwater Utility Fund Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>50743200 - Stormwater management</b>						
Salaries and Benefits	\$752,368	\$864,795	\$864,795	\$877,356	-\$2,015	\$875,341
Operating	\$342,236	\$578,919	\$604,058	\$576,300	\$124,835	\$701,135
Transfers, Capital, Other	\$746,893	\$1,848,641	\$2,496,989	\$529,441	\$1,660,000	\$2,189,441
<b>50743200 - Stormwater management Tot:</b>	<b>\$1,841,496</b>	<b>\$3,292,355</b>	<b>\$3,965,841</b>	<b>\$1,983,097</b>	<b>\$1,782,820</b>	<b>\$3,765,917</b>
<b>Grand Total</b>	<b>\$1,841,496</b>	<b>\$3,292,355</b>	<b>\$3,965,841</b>	<b>\$1,983,097</b>	<b>\$1,782,820</b>	<b>\$3,765,917</b>

# Solid Waste Fund

The Solid Waste Fund is an enterprise fund that provides solid waste collection and recycling services throughout the City. Services are provided for 25,146 residential customers for weekly garbage, recycling, and yard waste collection and disposal services. There are 836 commercial customers for whom garbage collection and disposal services are provided. The City owns and operates a fully-staffed Recycling Center operating 7 days a week. Under the Solid Waste Fund, large item collection and storm debris pickup services are provided to

residential customers as needed. In addition, recyclables are collected from City facilities and schools and a public education program promotes sustainable practices in waste management.

To provide efficient and effective solid waste management and recycling services.



# Solid Waste Fund

## Opportunities

The Recycling Center has partnered with Goodwill industries which will create a new revenue stream through the approved contract. We will also continue to look for, and take advantage of, opportunities to educate, interact and partner with the businesses and residents of Roswell on solid waste and recycling issues. The Solid Waste and Recycling Education Program had the opportunity to partner with several new organizations this year including the North Fulton Master Gardeners on the Orchard Hill at Bulloch Hall project. We will continue to look for other partnerships to increase our education activities in the community.

## Challenges

Challenges exist with ongoing sanitation truck maintenance and replacement in order to ensure maximum life and efficient service. Ensuring sanitation trucks gain consistent, unobstructed access to commercial dumpsters is another challenge.

A challenge for the Recycling Center has been staffing to meet the increasing needs of the Center. The cost of processing televisions rose due to increased regulations that have to be followed. The cost for nonresidents was increased but will not cover the entire cost of disposal. We will continue to work with all vendors to determine the most cost effective way to handle disposal of recyclables or reuse of items. Due to changing State Standards in the schools, teachers have less time for outside programs. A challenge will be finding opportunities with other organizations to bring environmental education to the community.



# Solid Waste Fund

## What We Have Accomplished

- Continued to look for opportunities to update fleet of residential collection vehicles to improve reliability.
- Identified circumstances that prohibit collection from locations and focused on resolving those issues within 48 to 72 hours.
- Continued with our current communications system with all residential and scout truck drivers.
- The Recycling Center replaced the identification sign with one that is easier to see by drivers and has an updated version of the City of Roswell logo.
- Collection of polystyrene was added and has been well received by the community.
- Worked with the coordinators of Alive After 5 to provide recycling containers at the events.
- The Roswell Recycling Supervisor completed the Solid Waste Association of North America (SWANA) certification program and is now a Certified Recycling Systems Manager.
- Added a part time position that allows for sustained collection of recycling from schools and city facilities while maintaining customer support at the Center.
- Received the National Wildlife Federation's Community Wildlife Habitat Certification.
- Held four Bulky Trash Amnesty Days partnering with the City of Milton.
- Held three Household Hazardous Waste Collection events.

## What We Expect to Accomplish

- Continue to provide Roswell residents and businesses with outstanding customer service in regards to their sanitation, recycling, and yard waste collection.
- Continue to assist with the Bulky Trash Amnesty Day by providing staff and containers.
- Add a revenue source at the Recycling Center for partnering with a vendor who collects clothes and household goods on-site.
- Increase the visibility of the Recycling Center at six community events.
- Continue to provide education to the community of Roswell through the Environmental Education Coordinator.
- Continue Bulky Trash Amnesty and Household Hazardous Waste events.





# Solid Waste Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$7,425,396</b>
<b>FY 2016 Revenues</b>		<b>\$8,759,000</b>
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$10,069,237</b>
One-Time Costs Removed		(\$133,152)
Capital Removed		(\$636,000)
Salary and Benefit Adjustments		(\$65,263)
Retirement Adjustment - Defined Benefit Plan		(\$14,451)
Retirement Adjustment - Defined Contribution Plan		\$3,967
Fleet Services Base Rate and Mechanics Rate Adjustment		\$582
Net change from zero based contract and professional services		\$17,791
Department Changes		(\$238,733)
Indirect Costs Adjustment		\$185,112
<b>FY 2016 Approved Base Budget</b>		<b>\$9,189,090</b>
54045100 various	Environmental/Public Works Dept Re-Organization	\$1,825
various 553100	Group Benefits Increase	\$55,538
54045100 521201	Solid Waste Fund Business Planning	\$50,000
<b>FY 2016 Approved Program Changes</b>		<b>\$107,363</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$9,296,453</b>
54045201 542200 81002	Residential Rear Loader Garbage Truck Replacement	\$165,248
54045202 542200 81001	Commercial Front Loader Garbage Truck Replacement	\$245,000
54045100 541200 33005	Sanitation component of East/West Alley Master Plan Implementation (Option 2, Phase 1)	\$100,000
<b>FY 2016 Approved Capital</b>		<b>\$510,248</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$9,806,701</b>



# Solid Waste Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
341905 Other/Misc. Fees	\$193	\$0	\$0	\$0	\$0	\$0
344111 Residential Refuse Collect	\$5,222,319	\$5,450,000	\$5,450,000	\$5,400,000	\$0	\$5,400,000
344112 Commercial Refuse Collect	\$2,743,180	\$2,800,000	\$2,800,000	\$2,770,000	\$0	\$2,770,000
344113 Ref Coll Res Prem Svc	\$126,991	\$115,000	\$115,000	\$75,000	\$0	\$75,000
344114 Ref Coll Res Prem-curbexe	\$4,015	\$4,000	\$4,000	\$4,000	\$0	\$4,000
344160 Solid Waste Recycling Fees	\$219,272	\$200,000	\$200,000	\$200,000	\$0	\$200,000
344162 Large Item Fees	\$28,620	\$25,000	\$25,000	\$25,000	\$0	\$25,000
344191 Dumpster Set Up Fees	\$2,810	\$2,500	\$2,500	\$2,500	\$0	\$2,500
344301 Utility Bill Late Charges	\$286,377	\$250,000	\$250,000	\$250,000	\$0	\$250,000
349171 Payment Of Liens	\$1,947	\$2,500	\$2,500	\$2,500	\$0	\$2,500
<b>Charges for Service - External Total</b>	<b>\$8,635,723</b>	<b>\$8,849,000</b>	<b>\$8,849,000</b>	<b>\$8,729,000</b>	<b>\$0</b>	<b>\$8,729,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$58,536	\$30,000	\$30,000	\$30,000	\$0	\$30,000
361010 Unrealized Invest Gains	\$51,150	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$133	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$109,819</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$30,000</b>
<b>Miscellaneous Revenues</b>						
389999 Over And Short	\$-235	\$0	\$0	\$0	\$0	\$0
392200 Gain On Property Sale	\$18,222	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$17,987</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$8,763,529</b>	<b>\$8,879,000</b>	<b>\$8,879,000</b>	<b>\$8,759,000</b>	<b>\$0</b>	<b>\$8,759,000</b>



# Solid Waste Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$1,908,483	\$2,000,502	\$2,000,502	\$1,943,549	\$1,825	\$1,945,374
511105 Part Time Employees	\$13,116	\$16,971	\$16,971	\$17,480	\$0	\$17,480
511200 Temporary Employees	\$0	\$2,584	\$2,584	\$2,584	\$0	\$2,584
511300 Overtime	\$86,112	\$106,269	\$106,269	\$94,269	\$0	\$94,269
512200 Social Security (FICA) Contributi	\$118,558	\$124,267	\$124,267	\$126,460	\$0	\$126,460
512300 Medicare	\$27,756	\$29,339	\$29,339	\$29,577	\$0	\$29,577
512400 Defined Benefit Retirement Progr	\$262,748	\$255,266	\$255,266	\$240,815	\$0	\$240,815
512401 Deferred Compensation Con	\$4,583	\$6,300	\$6,300	\$6,300	\$0	\$6,300
512402 Defined Contribution Retirement	\$75,319	\$35,719	\$35,719	\$39,686	\$0	\$39,686
553100 Group Insurance Contribution	\$491,637	\$543,626	\$543,626	\$544,885	\$55,538	\$600,423
554100 Workers Comp Contribution	\$68,500	\$69,000	\$69,000	\$69,000	\$0	\$69,000
<b>Salaries and Benefits Total</b>	<b>\$3,056,812</b>	<b>\$3,189,843</b>	<b>\$3,189,843</b>	<b>\$3,114,605</b>	<b>\$57,363</b>	<b>\$3,171,968</b>
<b>Operating</b>						
521201 Professional Services	\$548	\$0	\$0	\$0	\$50,000	\$50,000
521400 Contract Services	\$2,512,384	\$2,681,732	\$2,694,655	\$2,563,671	\$0	\$2,563,671
522110 Disposal	\$1,357,189	\$1,484,100	\$1,644,777	\$1,492,700	\$0	\$1,492,700
522130 Custodial	\$1,788	\$1,800	\$1,800	\$3,375	\$0	\$3,375
522140 Repairs And Maintenance - Grou	\$1,549	\$8,480	\$13,195	\$7,000	\$0	\$7,000
522205 Repairs And Maintenance	\$4,655	\$4,950	\$14,420	\$8,150	\$0	\$8,150
522210 Vehicle Repair	\$23,835	\$19,550	\$139,818	\$29,750	\$0	\$29,750
522215 Garage Base Rate	\$27,600	\$28,370	\$28,370	\$28,980	\$0	\$28,980
522216 Mechanics Rate	\$99,607	\$120,928	\$120,928	\$120,900	\$0	\$120,900
522320 Rental Of Equipment And Vehicle	\$7,434	\$4,475	\$4,525	\$4,475	\$0	\$4,475
523210 Communication Services	\$0	\$7,296	\$7,296	\$0	\$0	\$0
523220 Postage	\$493	\$1,279	\$1,279	\$1,314	\$0	\$1,314
523300 Advertising	\$0	\$500	\$500	\$540	\$0	\$540
523400 Printing And Binding	\$322	\$2,770	\$2,770	\$2,770	\$0	\$2,770
523500 Travel	\$3,026	\$3,350	\$3,350	\$4,200	\$0	\$4,200
523600 Dues And Fees	\$417	\$817	\$817	\$1,370	\$0	\$1,370
523700 Education And Training	\$2,656	\$2,810	\$2,810	\$2,810	\$0	\$2,810
523800 Licenses	\$84	\$28	\$28	\$28	\$0	\$28
523851 Contracted Temporary Labor	\$0	\$2,500	\$2,500	\$2,500	\$0	\$2,500
523901 Bank Fees / Charges	\$33,189	\$35,000	\$35,000	\$35,000	\$0	\$35,000
523902 Sanitation Services	\$1,015	\$1,700	\$1,700	\$1,016	\$0	\$1,016
531105 Supplies	\$100,631	\$54,064	\$54,649	\$61,804	\$0	\$61,804
531120 Vehicle Parts And Supplies	\$298,487	\$266,100	\$266,100	\$264,100	\$0	\$264,100
531210 Water / Sewerage	\$232	\$1,089	\$1,089	\$500	\$0	\$500
531220 Natural Gas	\$397	\$500	\$500	\$500	\$0	\$500
531230 Electricity	\$10,649	\$10,980	\$10,980	\$10,980	\$0	\$10,980
531240 Bottled Gas	\$3,284	\$3,150	\$3,150	\$4,000	\$0	\$4,000
531250 Oil	\$6,338	\$9,568	\$9,568	\$9,568	\$0	\$9,568
531270 Gasoline/ Diesel	\$222,554	\$262,398	\$262,398	\$251,398	\$0	\$251,398
531400 Books And Periodicals	\$0	\$50	\$50	\$50	\$0	\$50
531605 Machinery And Equipment-Opera	\$9,021	\$22,780	\$18,780	\$13,669	\$0	\$13,669
531610 Furniture/Fixtures-Operating	\$0	\$0	\$0	\$5,000	\$0	\$5,000
531615 Computer Equipment-Operating	\$0	\$11,000	\$11,000	\$3,000	\$0	\$3,000
531625 Dumpster - Equipment Op	\$54,233	\$70,873	\$144,071	\$70,873	\$0	\$70,873
531720 Uniforms	\$33,360	\$33,535	\$33,535	\$34,110	\$0	\$34,110
539999 Special Events Contra	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$4,816,978</b>	<b>\$5,158,522</b>	<b>\$5,536,407</b>	<b>\$5,040,101</b>	<b>\$50,000</b>	<b>\$5,090,101</b>

# Solid Waste Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Transfers, Capital, Other</b>						
541200 Site Improvements	\$0	\$0	\$49,940	\$0	\$100,000	\$100,000
541300 Buildings	\$0	\$0	\$1,174	\$0	\$0	\$0
542100 Machinery	\$0	\$0	\$0	\$0	\$0	\$0
542200 Vehicles	\$215,930	\$636,000	\$1,009,483	\$0	\$410,248	\$410,248
549999 Contra- Capital Expense Account	-\$215,930	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$797,279	\$800,412	\$800,412	\$985,524	\$0	\$985,524
552400 Risk/Liability Contribution	\$48,106	\$48,860	\$48,860	\$48,860	\$0	\$48,860
561001 Building- Depreciation	\$29,766	\$0	\$0	\$0	\$0	\$0
561003 Site Improvement- Depreciation	\$13,377	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Deprecia	\$14,942	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$320,075	\$0	\$0	\$0	\$0	\$0
579001 Contingency Operating	\$0	\$235,600	\$235,600	\$0	\$0	\$0
579002 Contingency Capital	\$0	\$0	\$14,848	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,223,545</b>	<b>\$1,720,872</b>	<b>\$2,160,317</b>	<b>\$1,034,384</b>	<b>\$510,248</b>	<b>\$1,544,632</b>
<b>Grand Total</b>	<b>\$9,097,335</b>	<b>\$10,069,237</b>	<b>\$10,886,568</b>	<b>\$9,189,090</b>	<b>\$617,611</b>	<b>\$9,806,701</b>





# Solid Waste Fund Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>54045100 - Solid waste &amp; recycling admini</b>						
Salaries and Benefits	\$473,500	\$692,309	\$692,309	\$656,619	\$57,363	\$713,982
Operating	\$42,630	\$75,765	\$75,765	\$70,082	\$50,000	\$120,082
Transfers, Capital, Other	\$1,223,545	\$1,084,872	\$1,099,720	\$1,034,384	\$100,000	\$1,134,384
<b>54045100 - Solid waste &amp; recycling admini</b>	<b>\$1,739,676</b>	<b>\$1,852,946</b>	<b>\$1,867,794</b>	<b>\$1,761,085</b>	<b>\$207,363</b>	<b>\$1,968,448</b>
<b>54045201 - Solid waste residential collec</b>						
Salaries and Benefits	\$1,648,991	\$1,588,364	\$1,588,364	\$1,593,777	\$0	\$1,593,777
Operating	\$408,643	\$424,398	\$510,066	\$425,838	\$0	\$425,838
Transfers, Capital, Other	\$100	\$154,000	\$304,834	\$0	\$165,248	\$165,248
<b>54045201 - Solid waste residential collec</b>	<b>\$2,057,734</b>	<b>\$2,166,762</b>	<b>\$2,403,264</b>	<b>\$2,019,615</b>	<b>\$165,248</b>	<b>\$2,184,863</b>
<b>54045202 - Solid waste commercial collect</b>						
Salaries and Benefits	\$550,573	\$533,026	\$533,026	\$539,675	\$0	\$539,675
Operating	\$410,722	\$380,419	\$488,383	\$381,069	\$0	\$381,069
Transfers, Capital, Other	\$5,170	\$460,000	\$732,589	\$0	\$245,000	\$245,000
<b>54045202 - Solid waste commercial colle</b>	<b>\$966,465</b>	<b>\$1,373,445</b>	<b>\$1,753,998</b>	<b>\$920,744</b>	<b>\$245,000</b>	<b>\$1,165,744</b>
<b>54045300 - Solid waste disposal</b>						
Operating	\$1,351,246	\$1,485,000	\$1,656,892	\$1,461,340	\$0	\$1,461,340
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>54045300 - Solid waste disposal Total</b>	<b>\$1,351,246</b>	<b>\$1,485,000</b>	<b>\$1,656,892</b>	<b>\$1,461,340</b>	<b>\$0</b>	<b>\$1,461,340</b>
<b>54045500 - Recycling operations</b>						
Salaries and Benefits	\$335,175	\$335,127	\$335,127	\$324,334	\$0	\$324,334
Operating	\$128,472	\$142,551	\$154,493	\$146,488	\$0	\$146,488
Transfers, Capital, Other	-\$5,270	\$0	\$1,174	\$0	\$0	\$0
<b>54045500 - Recycling operations Total</b>	<b>\$458,377</b>	<b>\$477,678</b>	<b>\$490,794</b>	<b>\$470,822</b>	<b>\$0</b>	<b>\$470,822</b>
<b>54045800 - Solid waste public education</b>						
Salaries and Benefits	\$48,572	\$41,017	\$41,017	\$200	\$0	\$200
Operating	\$6,207	\$14,537	\$14,956	\$14,537	\$0	\$14,537
Transfers, Capital, Other	\$0	\$22,000	\$22,000	\$0	\$0	\$0
<b>54045800 - Solid waste public education</b>	<b>\$54,779</b>	<b>\$77,554</b>	<b>\$77,973</b>	<b>\$14,737</b>	<b>\$0</b>	<b>\$14,737</b>
<b>54045850 - Solid waste yard trimmings</b>						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$2,469,058	\$2,635,852	\$2,635,852	\$2,540,747	\$0	\$2,540,747
<b>54045850 - Solid waste yard trimmings T</b>	<b>\$2,469,058</b>	<b>\$2,635,852</b>	<b>\$2,635,852</b>	<b>\$2,540,747</b>	<b>\$0</b>	<b>\$2,540,747</b>
<b>Grand Total</b>	<b>\$9,097,335</b>	<b>\$10,069,237</b>	<b>\$10,886,568</b>	<b>\$9,189,090</b>	<b>\$617,611</b>	<b>\$9,806,701</b>

# Fleet Services Fund

The Fleet Services Fund maintains the City's fleet and fuel systems. Fleet Services is responsible for preventative maintenance services, auto parts inventory, vehicle towing, tire repair and replacements, and vehicle and heavy equipment repairs. All vehicle records are comprehensively maintained by Fleet Services including permits, licensing and emissions records. Fleet Services is also responsible for maintaining the City's fuel tanks and the administration of fueling contracts. Fleet Services works diligently to provide services efficiently, effective-

ly, and competitively in support of the missions of the user Departments.



To provide safe, dependable equipment and fueling services in support of user Departments' missions as a competitive maintenance cost in the most effective and efficient manner possible



# Fleet Services Fund

## Opportunities

Still in the first few years of the Fleet Services Fund, a range of opportunities have been identified to improve efficiencies, tracking, reporting and overall service to Fleet user Departments. Fleet Services has identified key performance indicators and workload statistics that will be tracked in order to improve services, reduce costs, optimize operational efficiencies and lessen the Fleet's environmental impact. We have converted 8 pickup trucks to run on propane fuel. In FY16, we will monitor the benefits and efficiencies of these propane-fueled vehicles.

## Challenges

An ongoing number of challenges have been identified for Fleet Services. Possible conversion our current fleet work order system into the City's enterprise resource program (ERP) work order module would require training period for Fleet staff and City Fleet liaisons. Continued high fuel and vehicle parts and fluid costs also create a challenge in managing the City's fleet.

## What We Have Accomplished

- Obtained a 500 gallon above ground storage tank for bio-diesel fuel.
- Relocated the fuel management system and dispensers outside the fence and created an island for City vehicles.
- Monitored and tracked performance of the newly converted propane trucks.
- Added a 10,000 lb lift to provide another service rack for various repairs that require lifting a vehicle.

## What We Expect to Accomplish

- Upgrade/update the Fleet Collective Data System Software to work with other programs pertaining to Fleet Services records.
- Create a motor pool program that will make available safe, reliable vehicles for City use on an as-needed basis.
- Placement of two computers in Fleet Garage for better record keeping of services and supplies.



# Fleet Services Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$49,997</b>	
<b>FY 2016 Revenues</b>		<b>\$723,960</b>	
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$714,115</b>	
Capital Removed		(\$13,500)	
Salary and Benefit Adjustments		(\$13,838)	
Retirement Adjustment - Defined Benefit Plan		(\$8,610)	
Retirement Adjustment - Defined Contribution Plan		\$1,382	
Fleet Services Base Rate and Mechanics Rate Adjustment		\$1,830	
Indirect Costs Adjustment		\$20,160	
<b>FY 2016 Approved Base Budget</b>		<b>\$701,539</b>	
60449000	553100	Group Benefits Increase	\$8,614
60449000	various	Environmental/Public Works Dept Re-Organization	\$8,562
<b>FY 2016 Approved Program Changes</b>		<b>\$17,176</b>	
<b>FY 2016 Approved Operating Budget</b>		<b>\$718,715</b>	
<b>FY 2016 Approved Capital</b>		<b>\$0</b>	
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$718,715</b>	





# Fleet Services Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Transfers In</b>						
391201 Operating Transfer In	\$722,259	\$714,115	\$714,115	\$723,960	\$0	\$723,960
<b>Transfers In Total</b>	<b>\$722,259</b>	<b>\$714,115</b>	<b>\$714,115</b>	<b>\$723,960</b>	<b>\$0</b>	<b>\$723,960</b>
<b>Grand Total</b>	<b>\$722,260</b>	<b>\$714,115</b>	<b>\$714,115</b>	<b>\$723,960</b>	<b>\$0</b>	<b>\$723,960</b>



# Fleet Services Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$359,420	\$392,750	\$392,750	\$377,725	\$8,562	\$386,287
511300 Overtime	\$20,347	\$26,139	\$26,139	\$23,139	\$0	\$23,139
512200 Social Security (FICA) Contribution	\$20,960	\$23,621	\$23,621	\$23,810	\$0	\$23,810
512300 Medicare	\$4,909	\$5,298	\$5,298	\$5,570	\$0	\$5,570
512400 Defined Benefit Retirement Program	\$45,661	\$48,874	\$48,874	\$40,264	\$0	\$40,264
512401 Deferred Compensation Contribution	\$1,424	\$1,250	\$1,250	\$1,250	\$0	\$1,250
512402 Defined Contribution Retirement	\$21,180	\$8,593	\$8,593	\$9,975	\$0	\$9,975
553100 Group Insurance Contribution	\$72,395	\$78,458	\$78,458	\$79,184	\$8,614	\$87,798
554100 Workers Comp Contribution	\$2,795	\$3,295	\$3,295	\$3,295	\$0	\$3,295
<b>Salaries and Benefits Total</b>	<b>\$549,091</b>	<b>\$588,278</b>	<b>\$588,278</b>	<b>\$564,212</b>	<b>\$17,176</b>	<b>\$581,388</b>
<b>Operating</b>						
521300 Technical Services	\$5,035	\$8,610	\$10,674	\$8,460	\$0	\$8,460
522110 Disposal	\$1,450	\$2,117	\$2,117	\$2,117	\$0	\$2,117
522205 Repairs And Maintenance	\$7,504	\$2,408	\$2,459	\$6,680	\$0	\$6,680
522210 Vehicle Repair	\$516	\$200	\$200	\$200	\$0	\$200
522215 Garage Base Rate	\$1,380	\$1,380	\$1,380	\$2,760	\$0	\$2,760
522216 Mechanics Rate	\$6,339	\$2,775	\$2,775	\$3,225	\$0	\$3,225
522320 Rental Of Equipment And Vehicle	\$2,876	\$4,375	\$4,375	\$4,375	\$0	\$4,375
523210 Communication Services	\$0	\$572	\$572	\$0	\$0	\$0
523500 Travel	\$0	\$0	\$0	\$1,000	\$0	\$1,000
523600 Dues And Fees	\$0	\$0	\$0	\$150	\$0	\$150
523700 Education And Training	\$0	\$830	\$830	\$830	\$0	\$830
531105 Supplies	\$32,412	\$34,050	\$34,050	\$33,850	\$0	\$33,850
531120 Vehicle Parts And Supplies	\$1,485	\$1,500	\$1,500	\$1,500	\$0	\$1,500
531250 Oil	\$138	\$140	\$140	\$140	\$0	\$140
531270 Gasoline/ Diesel	\$2,974	\$5,480	\$5,480	\$3,980	\$0	\$3,980
531720 Uniforms	\$3,622	\$3,484	\$3,484	\$3,484	\$0	\$3,484
<b>Operating Total</b>	<b>\$65,730</b>	<b>\$67,921</b>	<b>\$70,036</b>	<b>\$72,751</b>	<b>\$0</b>	<b>\$72,751</b>
<b>Transfers, Capital, Other</b>						
542100 Machinery	\$2,475	\$13,500	\$19,025	\$0	\$0	\$0
551110 Indirect Costs	\$40,013	\$38,959	\$38,959	\$59,119	\$0	\$59,119
552400 Risk/Liability Contribution	\$4,757	\$5,457	\$5,457	\$5,457	\$0	\$5,457
<b>Transfers, Capital, Other Total</b>	<b>\$47,245</b>	<b>\$57,916</b>	<b>\$63,441</b>	<b>\$64,576</b>	<b>\$0</b>	<b>\$64,576</b>
<b>Grand Total</b>	<b>\$662,067</b>	<b>\$714,115</b>	<b>\$721,755</b>	<b>\$701,539</b>	<b>\$17,176</b>	<b>\$718,715</b>

# Fleet Services Fund Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>60449000 - FLEET SERVICES FUND</b>						
Salaries and Benefits	\$549,091	\$588,278	\$588,278	\$564,212	\$17,176	\$581,388
Operating	\$65,730	\$67,921	\$70,036	\$72,751	\$0	\$72,751
Transfers, Capital, Other	\$47,245	\$57,916	\$63,441	\$64,576	\$0	\$64,576
<b>60449000 - FLEET SERVICES FUND Total</b>	<b>\$662,067</b>	<b>\$714,115</b>	<b>\$721,755</b>	<b>\$701,539</b>	<b>\$17,176</b>	<b>\$718,715</b>
<b>Grand Total</b>	<b>\$662,067</b>	<b>\$714,115</b>	<b>\$721,755</b>	<b>\$701,539</b>	<b>\$17,176</b>	<b>\$718,715</b>



ROSWELL  
GEORGIA  
SINCE 1854



# Finance Department

The Finance Department is responsible for the financial aspects of Roswell's government. The Department is comprised of Administration, Accounting, Accounts Receivable, Cash Disbursements, Treasury, Cash Receipting, and Purchasing. These offices work together to ensure the City is managing its funds appropriately and in a cost effective manner.



**To provide premier financial stewardship by effectively managing the fiscal activities of the city.**





Finance Total:

\$4,409,476



General Fund

\$2,645,788

Debt Service Fund

\$ 1,763,688

# Finance Department

## Opportunities

Continue to improve the use of the Financials software system by implementing additional modules and functionalities to include Vendor Self Service, Liens Processing, and Contract Management.

Improve and revise existing policies and procedures to operate more effectively and efficiently such as receivables and billing.

Continue to market E-billing and accounting for utility bills as a paperless alternative to mailed bills and paper checks.

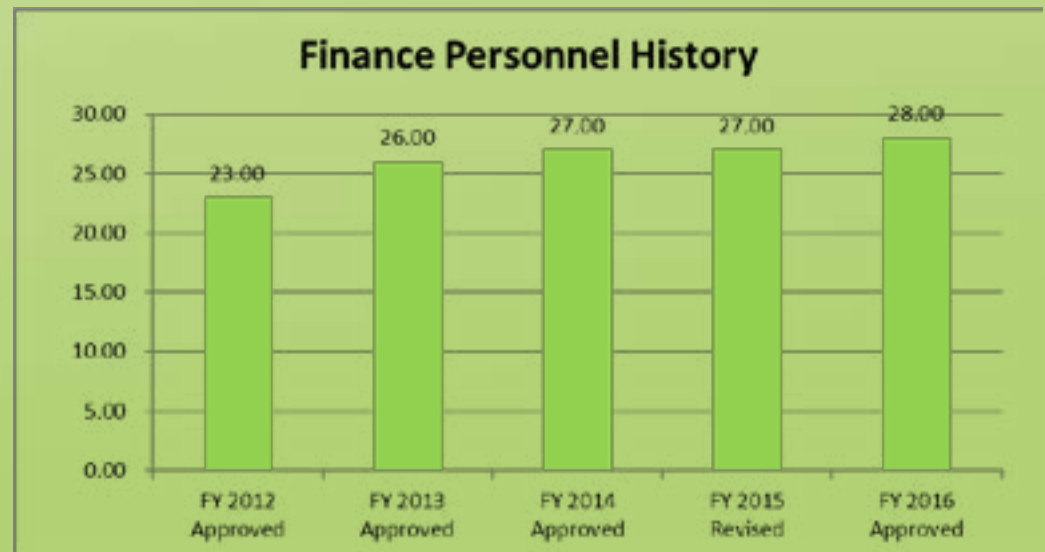
## Challenges

Adequate planning for the continuation of services and service levels. Using the ERP system to facilitate service while providing human interaction to engage the customer.

Working to improve communication with internal & external customers of the Finance Department.

**Keith Lee**

Director of Finance



**FY 2011:** Eliminated (1) net Full-Time position through the ERIP and Restructuring. (1) Financial Services Rep I, (1) Accounts Payable Supervisor, (1) Purchasing Manager and (1) Buyer II positions were eliminated. (1) Buyer III, (1) Deputy Director/Treasurer and (1) Treasury Analyst positions were created. In addition, (2) Part-Time positions were eliminated: (1) Part-Time Purchasing Assistant and (1) Part-Time P-Card Coordinator.

**FY 2013:** Strategic Planning and Budget moved from Administration (+3) Full-Time positions.

**FY 2014:** Eliminated (1) Buyer III position, added (1) Contracts Administrator position and added (1) Financial Services Rep I.

# Finance Department

## What We Have Accomplished

- Implemented the Priority Based Budgeting process to align the City's resources with its strategic goals. Aligning services with the specific goals set by Mayor and Council.
- Updated the Purchasing Ordinance to improve efficiencies and maintain best practices. Improved workflow and efficiencies to improve returns on the procurement process.
- Implemented E-billing with approximately 3,500 customers now receiving utility bills electronically, reducing costs and improving mail delivery.

## What We Expect to Accomplish

- Enhance the financial reporting for Administration & City Council to provide information quickly for decision making opportunities.
- Implement additional functionality in the Financials software system for commodity codes, inventory, fixed assets, and grants.
- Improve the delinquent billing process by policy and procedural changes to increase collection rates.
- Continue to implement initiatives from the Priority Based Budgeting Work Plan as approved by Mayor and City Council.



# Finance Department

## Programs Quartile 1

(Most Relevant to Goals)

- Accounts Payable
- Annual Audit
- Annual Operating/CIP Budget Development & Approval
- Budget Analysis and Forecasting
- Financial Reporting
- Fixed Asset Management
- Grant Compliance
- Internal Controls and Fiscal Policies
- Receipting
- Treasury
- Utility Billing
- Contract Administration
- P-Card Administration

## Programs Quartile 2

(More Relevant to Goals)

- Accounts Receivable Collection
- Budget Monitoring and Reporting
- Court Fines and Bonds
- Debt Management & Compliance
- Liens Management
- Procurement Administration
- Unclaimed Property
- Property Tax Billing
- General Billing

## Programs Quartile 3

(Relevant to Goals)

Finance Call Center

## Programs Quartile 4

(Least relevant to Goals)

N/A

# Finance Department

<b>FY 2015 TOTAL Approved Budget</b>		<b>\$2,543,048</b>
	Salary and Benefit Adjustments	\$18,889
	Retirement Adjustment - Defined Benefit Plan	(\$13,031)
	Retirement Adjustment - Defined Contribution Plan	(\$3,963)
	Net change from zero based contract and professional services	(\$13,855)
	Department Changes	\$11,795
	Bank Fees Adjustment	\$35,000
<b>FY 2016 Approved Base Budget</b>		<b>\$2,577,883</b>
10016121 various	Conversion of part-time Capital Assets Analyst position to a full-time position	\$40,905
10016122 523220,	Implement monthly billing for utility bills	\$14,500
10016100 521201	Online Priority Based Budgeting Tools	\$12,500
<b>FY 2016 Approved Program Changes</b>		<b>\$67,905</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$2,645,788</b>
<b>FY 2016 Approved Capital</b>		<b>\$0</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$2,645,788</b>

## Unfunded New Initiative Requests

Dept	Description	Amount
Finance	Online Financial Transparency Reporting	\$19,500





# Finance Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$1,215,237	\$1,361,500	\$1,361,500	\$1,363,000	\$40,905	\$1,403,905
511105 Part Time Employees	\$15,399	\$38,050	\$38,050	\$39,192	\$0	\$39,192
511200 Temporary Employees	\$0	\$13,876	\$13,876	\$0	\$0	\$0
511300 Overtime	\$1,681	\$0	\$0	\$0	\$0	\$0
512200 Social Security (FICA) Contribu	\$73,066	\$87,952	\$87,952	\$86,830	\$0	\$86,830
512300 Medicare	\$17,100	\$20,441	\$20,441	\$20,314	\$0	\$20,314
512400 Defined Benefit Retirement Pro	\$184,148	\$135,495	\$135,495	\$122,464	\$0	\$122,464
512401 Deferred Compensation Con	\$7,309	\$10,500	\$10,500	\$10,500	\$0	\$10,500
512402 Defined Contribution Retireme	\$95,069	\$74,448	\$74,448	\$70,485	\$0	\$70,485
553100 Group Insurance Contribution	\$246,901	\$249,750	\$249,750	\$267,246	\$0	\$267,246
554100 Workers Comp Contribution	\$850	\$850	\$850	\$850	\$0	\$850
<b>Salaries and Benefits Total</b>	<b>\$1,856,761</b>	<b>\$1,992,862</b>	<b>\$1,992,862</b>	<b>\$1,980,881</b>	<b>\$40,905</b>	<b>\$2,021,786</b>
<b>Operating</b>						
521201 Professional Services	\$206,891	\$172,000	\$175,880	\$158,145	\$12,500	\$170,645
521300 Technical Services	\$0	\$0	\$0	\$1,500	\$0	\$1,500
522205 Repairs And Maintenance	\$11,107	\$12,165	\$12,165	\$1,100	\$0	\$1,100
522310 Rental Of Land And Buildings	\$0	\$0	\$0	\$2,256	\$0	\$2,256
522320 Rental Of Equipment And Vehic	\$25,648	\$10,476	\$16,876	\$12,600	\$0	\$12,600
523220 Postage	\$102,219	\$115,030	\$115,080	\$122,400	\$14,500	\$136,900
523300 Advertising	\$4,300	\$5,650	\$5,650	\$5,000	\$0	\$5,000
523400 Printing And Binding	\$35,634	\$69,000	\$69,000	\$62,000	\$0	\$62,000
523500 Travel	\$3,581	\$13,255	\$13,255	\$18,521	\$0	\$18,521
523600 Dues And Fees	\$6,705	\$7,521	\$7,521	\$13,410	\$0	\$13,410
523700 Education And Training	\$7,662	\$12,325	\$12,325	\$17,878	\$0	\$17,878
523851 Contracted Temporary Labor	\$27,955	\$0	\$10,359	\$13,876	\$0	\$13,876
523901 Bank Fees / Charges	\$102,635	\$80,000	\$80,000	\$115,000	\$0	\$115,000
531105 Supplies	\$16,702	\$37,000	\$37,294	\$36,000	\$0	\$36,000
531230 Electricity	\$215	\$0	\$0	\$0	\$0	\$0
531400 Books And Periodicals	\$3,896	\$4,598	\$4,598	\$5,450	\$0	\$5,450
531605 Machinery And Equipment-Ope	\$3,164	\$0	\$0	\$0	\$0	\$0
531610 Furniture/Fixtures-Operating	\$21,334	\$0	\$0	\$0	\$0	\$0
531615 Computer Equipment-Operatin	\$0	\$0	\$0	\$700	\$0	\$700
<b>Operating Total</b>	<b>\$579,648</b>	<b>\$539,020</b>	<b>\$560,003</b>	<b>\$585,836</b>	<b>\$27,000</b>	<b>\$612,836</b>
<b>Transfers, Capital, Other</b>						
552400 Risk/Liability Contribution	\$11,166	\$11,166	\$11,166	\$11,166	\$0	\$11,166
<b>Transfers, Capital, Other Total</b>	<b>\$11,166</b>	<b>\$11,166</b>	<b>\$11,166</b>	<b>\$11,166</b>	<b>\$0</b>	<b>\$11,166</b>
<b>Grand Total</b>	<b>\$2,447,575</b>	<b>\$2,543,048</b>	<b>\$2,564,031</b>	<b>\$2,577,883</b>	<b>\$67,905</b>	<b>\$2,645,788</b>

# Finance Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10015130 - Strategic Planning &amp; Budget</b>						
Salaries and Benefits	\$284,457	\$260,595	\$260,595	\$256,181	\$0	\$256,181
Operating	\$7,429	\$12,980	\$12,980	\$12,700	\$0	\$12,700
<b>10015130 - Strategic Planning &amp; Budget Tot</b>	<b>\$291,886</b>	<b>\$273,575</b>	<b>\$273,575</b>	<b>\$268,881</b>	<b>\$0</b>	<b>\$268,881</b>
<b>10016100 - Finance Administration</b>						
Salaries and Benefits	\$341,454	\$384,604	\$384,604	\$396,394	\$0	\$396,394
Operating	\$124,049	\$75,694	\$85,989	\$209,638	\$12,500	\$222,138
Transfers, Capital, Other	\$11,166	\$11,166	\$11,166	\$11,166	\$0	\$11,166
<b>10016100 - Finance Administration Total</b>	<b>\$476,669</b>	<b>\$471,464</b>	<b>\$481,759</b>	<b>\$617,198</b>	<b>\$12,500</b>	<b>\$629,698</b>
<b>10016121 - Accounting Division</b>						
Salaries and Benefits	\$308,150	\$332,404	\$332,404	\$354,535	\$40,905	\$395,440
Operating	\$142,047	\$146,640	\$150,520	\$137,420	\$0	\$137,420
<b>10016121 - Accounting Division Total</b>	<b>\$450,196</b>	<b>\$479,044</b>	<b>\$482,924</b>	<b>\$491,955</b>	<b>\$40,905</b>	<b>\$532,860</b>
<b>10016122 - Financial Services</b>						
Salaries and Benefits	\$402,018	\$429,214	\$429,214	\$473,790	\$0	\$473,790
Operating	\$126,397	\$176,215	\$176,215	\$176,215	\$14,500	\$190,715
<b>10016123 - Cash Disbursements</b>						
Salaries and Benefits	\$177,397	\$144,653	\$144,653	\$153,388	\$0	\$153,388
Operating	\$7,287	\$7,585	\$7,585	\$7,585	\$0	\$7,585
<b>10016151 - Treasury</b>						
Salaries and Benefits	\$15,659	\$65,155	\$65,155	\$0	\$0	\$0
Operating	\$103,250	\$87,395	\$87,395	\$0	\$0	\$0
<b>10016151 - Treasury Total</b>	<b>\$118,909</b>	<b>\$152,550</b>	<b>\$152,550</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10016152 - Cash Receipting</b>						
Salaries and Benefits	\$120,440	\$145,482	\$145,482	\$145,434	\$0	\$145,434
<b>10016152 - Cash Receipting Total</b>	<b>\$162,692</b>	<b>\$161,046</b>	<b>\$167,446</b>	<b>\$161,828</b>	<b>\$0</b>	<b>\$161,828</b>
<b>10016170 - Purchasing</b>						
Salaries and Benefits	\$207,186	\$230,755	\$230,755	\$201,159	\$0	\$201,159
<b>10016170 - Purchasing Total</b>	<b>\$234,124</b>	<b>\$247,702</b>	<b>\$248,110</b>	<b>\$227,043</b>	<b>\$0</b>	<b>\$227,043</b>





# ROSWELL

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# Fire Department

The Roswell Fire Department employs 19 full time and 147 part time personnel dedicated to providing fire protection and emergency medical services to the citizens of Roswell. These highly trained men and women staff seven fire stations on a 24 hour basis and respond to approximately 30 emergency calls a day. In addition, the department maintains an aggressive fire prevention program recognized as one of the premiere programs in Georgia.



**Protecting  
the lives and property  
of all individuals  
throughout the  
City of Roswell.**





# Fire Department

Fire Department Total  
\$8,778,009

General Fund  
\$7,338,672

Capital Projects Fund  
\$1,439,337



## Opportunities

The Fire Department intends to establish and implement a Community Emergency Response Team (CERT) program in the City. The CERT program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills such as fire safety, light search and rescue, team organization, and disaster medical operations.

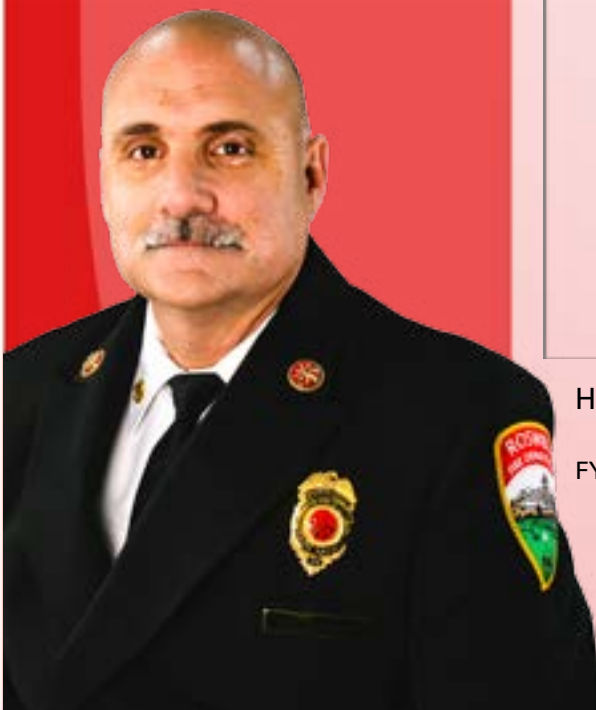
The Fire Department will have the opportunity to design and build a new two-story, three-bay fire station with LEED features at the corner of Old Alabama Extension and Market Boulevard. This new station will be designated Fire Station #4 and will have capacity to house up to 14 firefighters and a Battalion Chief Officer. The property will also feature passive stormwater drainage features and an area designated for public art.

## Challenges

Call volume continues to pose the greatest challenge for the Fire Department. In the last three years, call volume has increased from 7,096 calls in FY12 to 8,346 calls in FY14. This represents an 18% increase over that three year period.

Response time is another issue the department has to struggle with. In lay terms, response time is how long it takes to answer the 911 phone, dispatch the call, get the trucks out of the station, and travel from the station to the emergency. The fire department can only control the first three functions of this calculation. The last function, travel time from the station to the emergency, cannot be controlled due to distance, traffic, and/or weather conditions.

**Ricky Burnett**  
Fire Chief



## History of Personnel Changes

FY 2014: Added (1) Emergency Management Services (EMS) Captain.

# Fire Department

## What We Have Accomplished:

- Roswell Alpharetta Public Safety Training Center introduced an automated, web-based course registration platform where students can sign up for courses online. This program replaced a manual registration system that required countless hours of manual data entry and independent printing of certificates, class rosters, and student reports. This program automated all of these functions for the RAPSTC staff and completely streamlined all aspects of classroom administration.
- Introduced an automated, web-based training platform where firefighters can access core training topics 24 hours a day through the internet. This training platform has allowed the Training Captain to push out a huge amount of information that firefighters can access at their leisure. A spin-off advantage of this program is the posting of Human Resources classes for firefighters to access.
- Implemented the Vinelight software program that consolidates all data from the 911 CAD, Firehouse Software, training software, and scheduling software into a single source. The program allows quick and easy access to data and reports by turning on and off filters. This eliminated the need to learn complicated query building language and writing lengthy queries to extract meaningful data.
- Acquired land to build Fire Station #4 and started the bid process to secure a design architect.
- Upgraded the City of Roswell's Public Protection Classification (PPC) to Class 2, which indicates an exceptional capability to respond to and fight structure fires. The City was previously rated Class 3.

## What We Expect to Accomplish:

- Start construction on Fire Station #4.
- Implement a security system at Fire Station #1 to protect firefighters and City resources.
- Replace a fire engine and rescue truck per the City's Vehicle Replacement Schedule.
- Replace all Self-Contained Breathing Apparatus components to meet the current National Fire Protection Agency Standards.
- Replace two cardiac monitors per the cardiac replacement program.



# Fire Department

## Programs Quartile 1

(Most Relevant to Goals)

City-Sponsored Special Event Support  
Emergency Management Operations & Preparation  
Emergency Medical Services (Emergency Response)  
Emergency Medical Training Curriculum  
Fire & Life Safety Inspections  
Fire Suppression Operations  
Fire Training Curriculum  
Hazardous Materials Response  
Logistics Management  
Master Plan Development and Updating  
Plan Review  
Police Training Curriculum  
Technical Rescue Operations

## Programs Quartile 2

(More Relevant to Goals)

Fire and Life Safety Community Education  
  
Fire Department Training Division  
  
Fire Hydrant Maintenance  
  
Fire Investigations  
  
Intergovernmental Agreements/Coordination  
  
Non-City Sponsored Special Event Support  
  
CIP/Project Management (including bid/contract mgmt.)

## Programs Quartile 3

(Relevant to Goals)

Fire and Life Safety School Education  
Non-Emergency Fire Response  
Public Safety Training Center Administration  
Public Safety Training Center Operations & Maintenance  
Tornado Siren Testing and Maintenance

## Programs Quartile 4

(Least Relevant to Goals)

Child Seat Inspection Program  
Emergency Medical Services (Non-Emergency Response)



# Fire Department

<b>FY 2015 TOTAL Approved Budget</b>			<b>\$6,921,740</b>
		One-Time Costs Removed	(\$7,000)
		Salary and Benefit Adjustments	\$209,560
		Retirement Adjustment - Defined Benefit Plan	(\$12,097)
		Retirement Adjustment - Defined Contribution Plan	\$14,601
		Fleet Services Base Rate and Mechanics Rate Adjustment	(\$3,599)
		Net change from zero based contract and professional services	\$64,495
		Department Changes	(\$83,215)
		Group Benefits for qualified part-time (9 mos.)	\$196,875
<b>FY 2016 Approved Base Budget</b>			<b>\$7,301,360</b>
10039200	531105	Community Emergency Response Team Education Program	\$25,312
10035200	521201	Medical Advisor services	\$12,000
<b>FY 2016 Approved Program Changes</b>			<b>\$37,312</b>
<b>FY 2016 Approved Operating Budget</b>			<b>\$7,338,672</b>
35035200	542100	50011 Fire Station Security Upgrade	\$9,000
35035200	531615	50009 Personal Protective Equipment Replacement	\$522,580
35035101	542100	50004 Cardiac Monitor Replacement	\$69,557
<b>FY 2016 Approved Capital</b>			<b>\$601,137</b>
<b>FY 2016 TOTAL Approved Budget</b>			<b>\$7,939,809</b>





# Fire Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$1,129,731	\$1,152,100	\$1,152,100	\$1,158,000	\$0	\$1,158,000
511115 Firefighter's Fees	\$3,307,059	\$3,338,835	\$3,338,835	\$3,439,000	\$0	\$3,439,000
511300 Overtime	\$5,106	\$50,000	\$50,000	\$50,000	\$0	\$50,000
512200 Social Security (FICA) Contributions	\$272,792	\$261,182	\$261,182	\$281,880	\$0	\$281,880
512300 Medicare	\$63,836	\$61,067	\$61,067	\$65,927	\$0	\$65,927
512400 Defined Benefit Retirement Progran	\$150,600	\$157,268	\$157,268	\$145,171	\$0	\$145,171
512401 Deferred Compensation Con	\$7,333	\$7,500	\$7,500	\$7,500	\$0	\$7,500
512402 Defined Contribution Retirement Pr	\$40,933	\$18,819	\$18,819	\$33,420	\$0	\$33,420
553100 Group Insurance Contribution	\$173,435	\$175,750	\$175,750	\$384,937	\$0	\$384,937
554100 Workers Comp Contribution	\$148,755	\$148,755	\$148,755	\$148,755	\$0	\$148,755
<b>Salaries and Benefits Total</b>	<b>\$5,299,579</b>	<b>\$5,371,276</b>	<b>\$5,371,276</b>	<b>\$5,714,590</b>	<b>\$0</b>	<b>\$5,714,590</b>
<b>Operating</b>						
521201 Professional Services	\$0	\$500	\$500	\$1,250	\$12,000	\$13,250
521300 Technical Services	\$27,986	\$30,813	\$30,813	\$27,604	\$0	\$27,604
521400 Contract Services	\$0	\$8,055	\$8,055	\$71,800	\$0	\$71,800
522130 Custodial	\$12,968	\$17,500	\$17,500	\$10,500	\$0	\$10,500
522140 Repairs And Maintenance - Ground	\$26,267	\$28,338	\$29,772	\$28,338	\$0	\$28,338
522205 Repairs And Maintenance	\$163,316	\$175,977	\$179,307	\$160,708	\$0	\$160,708
522210 Vehicle Repair	\$52,961	\$49,650	\$49,650	\$49,650	\$0	\$49,650
522215 Garage Base Rate	\$24,255	\$30,360	\$30,360	\$27,600	\$0	\$27,600
522216 Mechanics Rate	\$32,850	\$44,714	\$44,714	\$43,875	\$0	\$43,875
522320 Rental Of Equipment And Vehicles	\$14,109	\$15,308	\$15,308	\$15,308	\$0	\$15,308
523100 Property And Liability Insurance	\$8,473	\$9,947	\$9,947	\$9,947	\$0	\$9,947
523210 Communication Services	\$9,231	\$29,466	\$29,466	\$29,678	\$0	\$29,678
523220 Postage	\$965	\$2,250	\$2,250	\$2,250	\$0	\$2,250
523300 Advertising	\$0	\$900	\$900	\$900	\$0	\$900
523400 Printing And Binding	\$1,806	\$3,500	\$3,500	\$3,500	\$0	\$3,500
523500 Travel	\$5,629	\$15,898	\$15,898	\$16,518	\$0	\$16,518
523600 Dues And Fees	\$3,629	\$5,730	\$5,730	\$5,780	\$0	\$5,780
523700 Education And Training	\$16,539	\$21,224	\$21,224	\$12,335	\$0	\$12,335
523800 Licenses	\$633	\$2,425	\$2,425	\$2,425	\$0	\$2,425
523852 Instruction Fees	\$720	\$17,975	\$17,975	\$17,975	\$0	\$17,975
523902 Sanitation Services	\$1,268	\$1,600	\$1,600	\$1,600	\$0	\$1,600
531105 Supplies	\$130,030	\$134,802	\$137,282	\$147,476	\$25,312	\$172,788
531120 Vehicle Parts And Supplies	\$80,268	\$76,670	\$78,626	\$76,670	\$0	\$76,670
531150 Computer Supplies	\$636	\$5,738	\$5,738	\$0	\$0	\$0
531210 Water / Sewerage	\$6,362	\$10,675	\$10,675	\$10,675	\$0	\$10,675
531215 Stormwater Fees	\$1,809	\$1,900	\$1,900	\$1,900	\$0	\$1,900
531220 Natural Gas	\$27,655	\$35,075	\$35,075	\$35,075	\$0	\$35,075
531230 Electricity	\$84,031	\$87,756	\$87,756	\$87,756	\$0	\$87,756
531240 Bottled Gas	\$7,888	\$10,946	\$10,946	\$10,946	\$0	\$10,946
531250 Oil	\$911	\$1,020	\$1,020	\$1,020	\$0	\$1,020
531270 Gasoline/ Diesel	\$111,017	\$130,818	\$130,818	\$130,818	\$0	\$130,818
531400 Books And Periodicals	\$4,835	\$6,111	\$6,111	\$7,511	\$0	\$7,511
531605 Machinery And Equipment-Operati	\$113,219	\$121,366	\$129,820	\$132,514	\$0	\$132,514
531610 Furniture/Fixtures-Operating	\$14,158	\$9,356	\$9,356	\$9,356	\$0	\$9,356
531615 Computer Equipment-Operating	\$31,196	\$7,197	\$7,197	\$7,197	\$0	\$7,197
531620 Communication Equipment-Operat	\$5,242	\$8,247	\$8,247	\$7,397	\$0	\$7,397
531720 Uniforms	\$37,448	\$59,234	\$72,175	\$49,495	\$0	\$49,495
<b>Operating Total</b>	<b>\$1,060,309</b>	<b>\$1,219,041</b>	<b>\$1,249,636</b>	<b>\$1,255,347</b>	<b>\$37,312</b>	<b>\$1,292,659</b>
<b>Transfers, Capital, Other</b>						
552400 Risk/Liability Contribution	\$87,180	\$87,180	\$87,180	\$87,180	\$0	\$87,180
581100 Principal- Long Term Debt	\$194,243	\$244,243	\$244,243	\$244,243	\$0	\$244,243
611350 Operating Transfers Out - Cap Proje	\$33,000	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$314,423</b>	<b>\$331,423</b>	<b>\$331,423</b>	<b>\$331,423</b>	<b>\$0</b>	<b>\$331,423</b>
<b>Grand Total</b>	<b>\$6,674,311</b>	<b>\$6,921,740</b>	<b>\$6,952,335</b>	<b>\$7,301,360</b>	<b>\$37,312</b>	<b>\$7,338,672</b>

# Fire Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10035101 - Fire Administration</b>						
Salaries and Benefits	\$352,800	\$352,311	\$352,311	\$328,768	\$0	\$328,768
Operating	\$23,182	\$34,323	\$36,803	\$33,469	\$0	\$33,469
Transfers, Capital, Other	\$281,423	\$331,423	\$331,423	\$331,423	\$0	\$331,423
<b>10035101 - Fire Administration Total</b>	<b>\$657,405</b>	<b>\$718,057</b>	<b>\$720,537</b>	<b>\$693,660</b>	<b>\$0</b>	<b>\$693,660</b>
<b>10035102 - Fire Marshal</b>						
Salaries and Benefits	\$669,900	\$677,477	\$677,477	\$708,833	\$0	\$708,833
Operating	\$63,170	\$85,688	\$85,688	\$88,424	\$0	\$88,424
<b>10035102 - Fire Marshal Total</b>	<b>\$733,070</b>	<b>\$763,165</b>	<b>\$763,165</b>	<b>\$797,257</b>	<b>\$0</b>	<b>\$797,257</b>
<b>10035200 - Fire Suppression</b>						
Salaries and Benefits	\$4,210,354	\$4,273,956	\$4,273,956	\$4,608,712	\$0	\$4,608,712
Operating	\$831,633	\$904,396	\$929,505	\$928,773	\$12,000	\$940,773
Transfers, Capital, Other	\$33,000	\$0	\$0	\$0	\$0	\$0
<b>10035200 - Fire Suppression Total</b>	<b>\$5,074,987</b>	<b>\$5,178,352</b>	<b>\$5,203,461</b>	<b>\$5,537,485</b>	<b>\$12,000</b>	<b>\$5,549,485</b>
<b>10035400 - RAPSTC</b>						
Salaries and Benefits	\$66,525	\$67,532	\$67,532	\$68,277	\$0	\$68,277
Operating	\$126,618	\$161,762	\$164,769	\$168,209	\$0	\$168,209
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10035400 - RAPSTC Total</b>	<b>\$193,144</b>	<b>\$229,294</b>	<b>\$232,301</b>	<b>\$236,486</b>	<b>\$0</b>	<b>\$236,486</b>
<b>10039200 - Emergency Management Office</b>						
Operating	\$15,706	\$32,872	\$32,872	\$36,472	\$25,312	\$61,784
<b>10039200 - Emergency Management Office</b>	<b>\$15,706</b>	<b>\$32,872</b>	<b>\$32,872</b>	<b>\$36,472</b>	<b>\$25,312</b>	<b>\$61,784</b>
<b>Grand Total</b>	<b>\$6,674,311</b>	<b>\$6,921,740</b>	<b>\$6,952,335</b>	<b>\$7,301,360</b>	<b>\$37,312</b>	<b>\$7,338,672</b>





# Police Department

The Police Department provides a range of quality police services to the community 24 hours a day. This includes answering citizens' calls for service; providing preventative patrol and other crime prevention programs; the enforcement of Federal, State, and local laws; and conducting investigations into known criminal activity and arresting violators of the law. The Department is also responsible for the operation of an adult criminal detention center and emergency dispatch center.



The Roswell Police Department vows to protect life and property, preserve the peace, and strives to prevent crime, fear, and disorder in the City of Roswell in partnership with all of those who live, work, and travel through our city.





# Police Department

Police Department Total  
\$19,629,503



General Fund  
\$16,553,953



Confiscated Assets Fund  
\$225,304



E-911 Fund  
\$2,094,161



Capital Projects Fund  
\$756,085

## Opportunities

By continuing the development of the Investigative Analysis Unit, we will be able to more accurately predict and respond to crime trends in the City. We also have an opportunity to build on our existing K9 unit and develop around the clock K9 coverage throughout the City. Adding a new lieutenant position as well as adding four new patrol officers gives us an opportunity to better respond to the ever increasing demand on police services within the City.

## Challenges

Our FY 2016 goal, which remains unchanged from FY 2015, is to maintain a consistently lower crime rate, while providing a high level of service to our citizens. The ability to recruit, develop, and retain staff is crucial to meeting this goal. The Police Department expects to implement new technologies and creative strategies to optimize our resources to provide the most stable and responsive public safety environment possible.

**Rusty Grant**  
Police Chief



## History of Personnel Changes

FY 2013: Eliminated (5) Full-time positions: Jail re-org to include the phase-out elimination of (15) Full-Time positions in the jail and the phase-in of (10) additional Police Officer positions. Also, (1) dispatcher position re-classified to reinstate the E-911 Manager position.

FY 2014: (4) Marshals transferred from Administration as part of the Court Services re-org.

FY 2015: Reclassify (1) PC/Application Specialist position to a Crime Intelligence Analyst position and eliminate (1) Police Major position to create (1) Detention Center Manager position (6 months in FY 2015).

FY 2016: Add (1) Police Lieutenant over Special Investigations and add (4) new Police Officers to the Patrol division.

# Police Department

## What We Have Accomplished

- Upgraded multiple Police Officer I positions to Police Officer II as well as several Police Officer II positions to Master Police Officer.
- Established the Investigative Analysis Unit with the creation of a Crime Intelligence Analyst position.
- Completed promotional assessment centers for the ranks of sergeant and lieutenant.

## What We Expect to Accomplish

- Add a new lieutenant position to command the Narcotics and Crime Suppression Units.
- Expand the Investigative Analysis Unit to two full-time personnel and implement software that will aid in creating a more effective and efficient unit.
- Expand and further develop the Child Abduction Response Team training and implementation.
- Expand our Patrol K9 Unit to four full patrol dogs by adding one additional dog.
- Add four additional police officers to the Patrol Division.
- Complete space adjustments at the Law Enforcement Center to accommodate a more synergistic and efficient work environment.



# Police Department

## Programs Quartile 1

(Most Relevant to Goals)

City-Initiated Community Events  
 Communication Officer Training Program  
 Crime Scene Processing  
 Crime Suppression  
 Directed Patrol  
 E911 Call Processing and Dispatch  
 Intelligence  
 Narcotics  
 Property Crimes Investigations  
 Public/Community Outreach & Education  
 Crimes Against Persons Investigations  
 Quality Assurance and Improvement

## Programs Quartile 2

(More Relevant to Goals)

Coordinate and Maintain Georgia Crime Information  
 Intergovernmental Agreements/Coordination  
 Non-City Initiated Special Event Support  
 Patrol Calls for Service - Emergency  
 Patrol Calls for Service - Non-Emergency  
 Public Safety School Education  
 Traffic Enforcement

## Programs Quartile 3

(Relevant to Goals)

Detention Center Operations  
 Inmate Housing - Offsite  
 Inmate Medical Services  
 Liquor Pouring and Handling and Other Permitting  
 Radio Services  
 Taxi Permitting

## Programs Quartile 4

(Least Relevant to Goals)

Animal Control Services  
 DUI Program  
 Internal Affairs  
 Police Fleet Maintenance  
 Property & Evidence  
 Public Document Requests  
 Public Fingerprinting  
 Quartermaster  
 School Crossing Guards  
 SWAT

# Police Department

<b>FY 2015 TOTAL Approved Budget</b>		<b>\$16,119,119</b>
One-Time Costs Removed (Sergeant and Lieutenant Assessment)		<b>(\$60,000)</b>
Equipment for replacement vehicles		\$36,000
Salary and Benefit Adjustments		\$223,724
Retirement Adjustment - Defined Benefit Plan		<b>(\$81,817)</b>
Retirement Adjustment - Defined Contribution Plan		\$70,004
Fleet Services Base Rate and Mechanics Rate Adjustment		\$3,364
Net change from zero based contract and professional services		\$23,725
Department Changes		\$500
Group Benefits for qualified part-time		
<b>FY 2016 Approved Base Budget</b>		<b>\$16,334,619</b>
10032230 various	(4) additional Police Officer positions (6 months of funding)	\$133,400
10032500 various	(1) additional Lieutenant position for Special Investigations	\$85,934
<b>FY 2016 Approved Program Changes</b>		<b>\$219,334</b>
<b>FY 2016 Approved Operating Budget</b>		<b>\$16,553,953</b>
35032101 542200 70004	Vehicles and Equipment for (4) additional Police Officer positions	\$222,000
35032101 542200 70010	Vehicle and Equipment for (1) additional Lieutenant position	\$50,500
35032500 542100 75003	Tactical Vests and Helmets	\$20,000
35032101 542500 70009	TDMA Compliant Radio Units for City	\$422,900
35032300 542100 71002	Bicycle Upgrade	\$7,400
35032101 542300 70011	Squadroom Furniture	\$10,000
<b>FY 2016 Approved Capital</b>		<b>\$732,800</b>
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$17,286,753</b>

## Unfunded Requests

(1) additional Police Officer position for Patrol (original request was 5)	\$33,350
CSI Technical Services	\$5,000
Intelligence Software	\$18,000
ALPR Tag Readers and Database	\$18,000
<b>Unfunded FY 2016 Requested Program Changes</b>	<b>\$74,350</b>
Patrol Rifle Reflex System Upgrade	\$32,500
Vehicle and Radio for (1) additional Police Officer position for Patrol	\$55,500
<b>Unfunded FY 2016 Requested Capital</b>	<b>\$88,000</b>



# Police Department General Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$8,900,670	\$9,080,010	\$9,080,010	\$9,179,304	\$137,554	\$9,316,858
511105 Part Time Employees	\$111,030	\$114,000	\$114,000	\$117,420	\$0	\$117,420
511300 Overtime	\$137,728	\$174,920	\$174,920	\$174,920	\$0	\$174,920
512200 Social Security (FICA) Contribu	\$543,063	\$586,584	\$586,584	\$587,010	\$0	\$587,010
512300 Medicare	\$127,094	\$137,230	\$137,230	\$137,286	\$0	\$137,286
512400 Defined Benefit Retirement Pro	\$1,235,587	\$1,131,420	\$1,131,420	\$1,049,603	\$0	\$1,049,603
512401 Deferred Compensation Con	\$48,095	\$51,900	\$51,900	\$51,900	\$16,335	\$68,235
512402 Defined Contribution Retirement	\$290,999	\$220,421	\$220,421	\$290,425	\$0	\$290,425
553100 Group Insurance Contribution	\$1,710,074	\$1,720,500	\$1,720,500	\$1,841,028	\$24,745	\$1,865,773
554100 Workers Comp Contribution	\$79,265	\$79,265	\$79,265	\$79,265	\$0	\$79,265
<b>Salaries and Benefits Total</b>	<b>\$13,183,605</b>	<b>\$13,296,250</b>	<b>\$13,296,250</b>	<b>\$13,508,161</b>	<b>\$178,634</b>	<b>\$13,686,795</b>
<b>Operating</b>						
521201 Professional Services	\$97,008	\$280,775	\$280,321	\$204,500	\$0	\$204,500
521203 Animal Control	\$104,270	\$105,500	\$97,500	\$99,000	\$0	\$99,000
521300 Technical Services	\$58,495	\$70,039	\$85,173	\$75,550	\$0	\$75,550
521400 Contract Services	\$82,884	\$180,000	\$205,530	\$220,000	\$0	\$220,000
522130 Custodial	\$0	\$0	\$0	\$4,100	\$0	\$4,100
522205 Repairs And Maintenance	\$148,114	\$154,672	\$161,228	\$159,216	\$0	\$159,216
522210 Vehicle Repair	\$62,715	\$70,920	\$71,220	\$68,500	\$0	\$68,500
522215 Garage Base Rate	\$115,920	\$115,920	\$115,920	\$131,790	\$0	\$131,790
522216 Mechanics Rate	\$103,151	\$134,606	\$134,606	\$122,100	\$0	\$122,100
522310 Rental Of Land And Buildings	\$6,143	\$19,500	\$6,000	\$11,500	\$0	\$11,500
522320 Rental Of Equipment And Vehic	\$21,648	\$30,300	\$30,300	\$32,455	\$2,500	\$34,955
523210 Communication Services	\$131,891	\$119,500	\$148,315	\$130,000	\$4,150	\$134,150
523220 Postage	\$3,868	\$5,300	\$5,300	\$5,000	\$0	\$5,000
523300 Advertising	\$165	\$400	\$400	\$400	\$0	\$400
523400 Printing And Binding	\$578	\$200	\$200	\$2,000	\$0	\$2,000
523500 Travel	\$27,964	\$27,101	\$30,001	\$32,625	\$0	\$32,625
523600 Dues And Fees	\$9,017	\$19,630	\$23,920	\$21,505	\$0	\$21,505
523700 Education And Training	\$28,407	\$54,740	\$46,540	\$55,560	\$0	\$55,560
531105 Supplies	\$187,407	\$198,709	\$273,837	\$188,335	\$1,250	\$189,585
531110 Inmate Supplies	\$1,271	\$14,975	\$10,086	\$11,231	\$0	\$11,231
531120 Vehicle Parts And Supplies	\$221,470	\$160,250	\$160,850	\$160,450	\$0	\$160,450
531250 Oil	\$9,823	\$12,025	\$12,025	\$12,025	\$0	\$12,025
531270 Gasoline/ Diesel	\$496,794	\$536,618	\$536,618	\$536,618	\$9,000	\$545,618
531310 Hospitality And Events	\$73	\$0	\$0	\$0	\$0	\$0
531320 Inmate Meals	\$12,682	\$30,000	\$30,000	\$27,000	\$0	\$27,000
531400 Books And Periodicals	\$5,894	\$5,350	\$5,350	\$6,050	\$0	\$6,050
531605 Machinery And Equipment-Ope	\$85,864	\$23,285	\$120,471	\$72,194	\$11,300	\$83,494
531610 Furniture/Fixtures-Operating	\$5,678	\$11,600	\$7,600	\$8,100	\$0	\$8,100
531615 Computer Equipment-Operatin	\$90,501	\$14,600	\$1,000	\$2,000	\$0	\$2,000
531620 Communication Equipment-Op	\$400	\$2,600	\$2,600	\$2,500	\$0	\$2,500
531720 Uniforms	\$145,298	\$133,200	\$176,242	\$133,600	\$12,500	\$146,100
<b>Operating Total</b>	<b>\$2,265,391</b>	<b>\$2,532,315</b>	<b>\$2,779,153</b>	<b>\$2,535,904</b>	<b>\$40,700</b>	<b>\$2,576,604</b>
<b>Transfers, Capital, Other</b>						
552400 Risk/Liability Contribution	\$290,554	\$290,554	\$290,554	\$290,554	\$0	\$290,554
611351 Operating Transfer Out - Fed G	\$7,013	\$0	\$12,453	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$297,567</b>	<b>\$290,554</b>	<b>\$303,007</b>	<b>\$290,554</b>	<b>\$0</b>	<b>\$290,554</b>
<b>Grand Total</b>	<b>\$15,746,563</b>	<b>\$16,119,119</b>	<b>\$16,378,409</b>	<b>\$16,334,619</b>	<b>\$219,334</b>	<b>\$16,553,953</b>

# Police Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10032101 - Police Administrative Services</b>						
Salaries and Benefits	\$426,386	\$401,719	\$401,719	\$409,553	\$0	\$409,553
Operating	\$152,032	\$238,548	\$271,750	\$179,229	\$0	\$179,229
Transfers, Capital, Other	\$290,554	\$290,554	\$290,554	\$290,554	\$0	\$290,554
<b>10032101 - Police Administrative Services T</b>	<b>\$868,972</b>	<b>\$930,821</b>	<b>\$964,023</b>	<b>\$879,336</b>	<b>\$0</b>	<b>\$879,336</b>
<b>10032102 - Police Support Services</b>						
Salaries and Benefits	\$2,016,641	\$2,116,078	\$2,116,078	\$1,931,529	\$0	\$1,931,529
Operating	\$356,084	\$381,430	\$378,389	\$521,428	\$0	\$521,428
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10032102 - Police Support Services Total</b>	<b>\$2,372,725</b>	<b>\$2,497,508</b>	<b>\$2,494,467</b>	<b>\$2,452,957</b>	<b>\$0</b>	<b>\$2,452,957</b>
<b>10032200 - General Investigation</b>						
Salaries and Benefits	\$1,945,706	\$1,764,146	\$1,764,146	\$1,945,955	\$0	\$1,945,955
Operating	\$194,215	\$201,688	\$231,793	\$173,126	\$0	\$173,126
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10032200 - General Investigation Total</b>	<b>\$2,139,921</b>	<b>\$1,965,834</b>	<b>\$1,995,939</b>	<b>\$2,119,081</b>	<b>\$0</b>	<b>\$2,119,081</b>
<b>10032230 - Patrol</b>						
Salaries and Benefits	\$5,759,666	\$6,071,941	\$6,071,941	\$6,160,852	\$99,800	\$6,260,652
Operating	\$1,029,239	\$828,500	\$962,347	\$809,880	\$33,600	\$843,480
Transfers, Capital, Other	\$7,013	\$0	\$12,453	\$0	\$0	\$0
<b>10032230 - Patrol Total</b>	<b>\$6,795,918</b>	<b>\$6,900,441</b>	<b>\$7,046,741</b>	<b>\$6,970,732</b>	<b>\$133,400</b>	<b>\$7,104,132</b>
<b>10032260 - Jail/Detention Center</b>						
Salaries and Benefits	\$1,142,532	\$1,078,553	\$1,078,553	\$1,032,177	\$0	\$1,032,177
Operating	\$268,409	\$517,298	\$546,228	\$540,909	\$0	\$540,909
<b>10032260 - Jail/Detention Center Total</b>	<b>\$1,410,940</b>	<b>\$1,595,851</b>	<b>\$1,624,781</b>	<b>\$1,573,086</b>	<b>\$0</b>	<b>\$1,573,086</b>
<b>10032300 - Traffic Enforcement Unit</b>						
Salaries and Benefits	\$1,077,160	\$1,061,752	\$1,061,752	\$1,013,541	\$0	\$1,013,541
Operating	\$141,138	\$170,458	\$178,456	\$162,661	\$0	\$162,661
<b>10032300 - Traffic Enforcement Unit Total</b>	<b>\$1,218,298</b>	<b>\$1,232,210</b>	<b>\$1,240,208</b>	<b>\$1,176,202</b>	<b>\$0</b>	<b>\$1,176,202</b>
<b>10032500 - Special Investigation</b>						
Salaries and Benefits	\$815,513	\$802,061	\$802,061	\$1,014,554	\$78,834	\$1,093,388
Operating	\$124,274	\$194,393	\$210,191	\$148,671	\$7,100	\$155,771
<b>10032500 - Special Investigation Total</b>	<b>\$939,788</b>	<b>\$996,454</b>	<b>\$1,012,252</b>	<b>\$1,163,225</b>	<b>\$85,934</b>	<b>\$1,249,159</b>
<b>Grand Total</b>	<b>\$15,746,563</b>	<b>\$16,119,119</b>	<b>\$16,378,409</b>	<b>\$16,334,619</b>	<b>\$219,334</b>	<b>\$16,553,953</b>



# ROSWELL

GEORGIA  
SINCE 1854



# E-911 Fund

The 911 center is responsible for all non-emergency and emergency calls for persons requiring police, fire, or medical assistance within the city limits of Roswell. The 911 center also handles all after hour emergency calls for water, streets, and public works. We are responsible for maintaining GCIC/NCIC entries and cancellations. The Communications Officers at the Roswell 911 Center are the *first* of the first responders. All personnel are certified through POST, GCIC, and triple-certified through the International Academies of Emergency Dispatch for police, fire, and medical protocols.



Providing outstanding customer service in answering all 911 and non-emergency calls with professionalism, integrity, and compassion while effectively dispatching police, fire, and medical services.





# E-911 Fund

## What We Have Accomplished

- Fielded 90,000 emergency and non-emergency calls, 98% of which were answered in less than 10 seconds. We processed over 87,000 calls for service dispatched to first responders.
- Developed career-specific development within the ranks of the 911 Center by reclassifying current positions and adding two more classifications, without increasing full time positions. This will bring the span-of-control for supervision to better levels by reducing the number of direct reports to the management positions. This will also provide more consistent supervision on all shifts.
- Increased the accuracy of our hot files on GCIC and record keeping methods. We also cross-trained communications officers in more detailed GCIC functions and to better communicate pertinent GCIC policies and requirements to all police personnel.
- Developed and implemented an in-service training program for communications officers who have completed the recruit phase.
- Marked the half-way point in our self-assessment in preparation for CALEA Communications Accreditation.
- Enrolled in the Association of Public Safety Communications Official's training certification program. Once the standards are met, we will be awarded APCO Training Program of Excellence.

## What We Expect to Accomplish

- Transition to a 12-hour shift configuration for the personnel in the 911 Center in order to improve delivery of services by increasing the number of staff on duty and reduce employee stress by working fewer days each month.
- Continue the CALEA accreditation process by completing our comprehensive set of written directives in order to meet administrative and operational goals and exceeding national industry standards.
- We expect to be awarded CALEA Communications Accreditation in March of 2016 thus mitigating our 911 Center's liability and risk exposure as we pursue professional excellence.
- Complete the APCO Training Program Certification and receive that award.
- Become an official partner with the National Center for Missing and Exploited Children (NCMEC) as a 911 Call Center Partner. This is a multi-step process which includes training, certification, policy and operational standards to be implemented to be in compliance with NCMEC.
- Increase our Center's involvement with the community through 911 education, awareness and outreach programs.



# E-911 Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$1,566,206</b>	
<b>FY 2016 Revenues</b>		<b>\$1,909,000</b>	
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$1,930,049</b>	
Salary and Benefit Adjustments		(\$7,514)	
Retirement Adjustment - Defined Benefit Plan		(\$3,542)	
Retirement Adjustment - Defined Contribution Plan		(\$737)	
Indirect Costs Adjustment		\$45,352	
<b>FY 2016 Approved Base Budget</b>		<b>\$1,963,608</b>	
21538000	522205	Priority Dispatch System Annual Maintenance	\$11,850
21538000	522205	OSSI Software Maintenance CAD -(E911 Portion of Citywide IT Maintenance incr	\$47,000
21538000	511100	Salary Upgrades for E-911 Communication Officers	\$50,000
21538000	553100	Group Benefits Increase	\$21,703
<b>FY 2016 Approved Program Changes</b>		<b>\$130,553</b>	
<b>FY 2016 Approved Operating Budget</b>		<b>\$2,094,161</b>	
<b>FY 2016 Approved Capital</b>		<b>\$0</b>	
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$2,094,161</b>	



# E-911 Fund Revenues

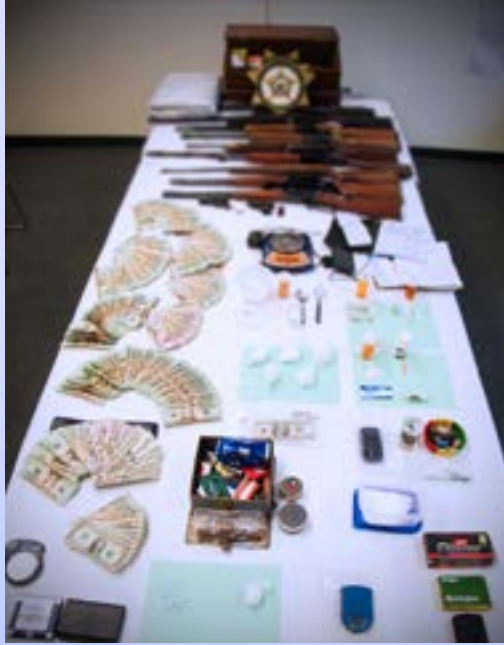
	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
342501 E-911 Charges - Landlines	\$670,000	\$595,000	\$595,000	\$525,000	\$0	\$525,000
342502 E-911 Charges - Wireless	\$1,278,364	\$1,250,000	\$1,250,000	\$1,375,000	\$0	\$1,375,000
342503 E-911 Charges - VOIP	\$5,200	\$0	\$0	\$5,000	\$0	\$5,000
<b>Charges for Service - External Total</b>	<b>\$1,953,564</b>	<b>\$1,845,000</b>	<b>\$1,845,000</b>	<b>\$1,905,000</b>	<b>\$0</b>	<b>\$1,905,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$13,075	\$4,000	\$4,000	\$4,000	\$0	\$4,000
361015 Bank Interest Earned	\$336	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$13,411</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$4,000</b>
<b>Grand Total</b>	<b>\$1,966,975</b>	<b>\$1,849,000</b>	<b>\$1,849,000</b>	<b>\$1,909,000</b>	<b>\$0</b>	<b>\$1,909,000</b>

# E-911 Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$669,515	\$837,836	\$837,836	\$826,000	\$50,000	\$876,000
511105 Part Time Employees	\$0	\$516	\$516	\$531	\$0	\$531
511300 Overtime	\$99,036	\$58,512	\$58,512	\$58,512	\$0	\$58,512
512200 Social Security (FICA) Contribu	\$46,208	\$51,394	\$51,394	\$54,870	\$0	\$54,870
512300 Medicare	\$10,785	\$12,012	\$12,012	\$12,832	\$0	\$12,832
512400 Defined Benefit Retirement Pro	\$116,953	\$60,891	\$60,891	\$57,349	\$0	\$57,349
512401 Deferred Compensation Con	\$2,458	\$3,100	\$3,100	\$3,100	\$0	\$3,100
512402 Defined Contribution Retiremer	\$96,865	\$53,947	\$53,947	\$53,210	\$0	\$53,210
553100 Group Insurance Contribution	\$203,499	\$217,745	\$217,745	\$217,756	\$21,703	\$239,459
554100 Workers Comp Contribution	\$705	\$705	\$705	\$705	\$0	\$705
<b>Salaries and Benefits Total</b>	<b>\$1,246,025</b>	<b>\$1,296,658</b>	<b>\$1,296,658</b>	<b>\$1,284,865</b>	<b>\$71,703</b>	<b>\$1,356,568</b>
<b>Operating</b>						
521201 Professional Services	\$3,800	\$0	\$0	\$0	\$0	\$0
521204 E-911 Fund Reserve Expenditu	\$150,251	\$132,000	\$132,032	\$145,000	\$0	\$145,000
521300 Technical Services	\$691	\$7,560	\$7,560	\$6,600	\$0	\$6,600
522205 Repairs And Maintenance	\$63,589	\$92,880	\$96,252	\$92,880	\$58,850	\$151,730
522320 Rental Of Equipment And Vehic	\$3,261	\$3,600	\$3,600	\$3,600	\$0	\$3,600
523210 Communication Services	\$138,397	\$195,504	\$255,664	\$183,019	\$0	\$183,019
523500 Travel	\$8,735	\$11,800	\$11,800	\$13,300	\$0	\$13,300
523600 Dues And Fees	\$2,105	\$1,995	\$1,995	\$2,440	\$0	\$2,440
523700 Education And Training	\$10,266	\$15,000	\$15,000	\$13,170	\$0	\$13,170
531105 Supplies	\$4,820	\$7,900	\$7,900	\$8,230	\$0	\$8,230
531230 Electricity	\$6,725	\$8,174	\$8,174	\$8,174	\$0	\$8,174
531400 Books And Periodicals	\$214	\$540	\$540	\$540	\$0	\$540
531605 Machinery And Equipment-Ope	\$1,309	\$14,100	\$14,100	\$14,100	\$0	\$14,100
531610 Furniture/Fixtures-Operating	\$0	\$2,000	\$2,061	\$2,000	\$0	\$2,000
531615 Computer Equipment-Operatin	\$909	\$2,500	\$9,100	\$2,500	\$0	\$2,500
531620 Communication Equipment-Op	\$313	\$2,500	\$4,291	\$2,500	\$0	\$2,500
531720 Uniforms	\$5,600	\$7,900	\$7,900	\$7,900	\$0	\$7,900
<b>Operating Total</b>	<b>\$400,984</b>	<b>\$505,953</b>	<b>\$577,969</b>	<b>\$505,953</b>	<b>\$58,850</b>	<b>\$564,803</b>
<b>Transfers, Capital, Other</b>						
541300 Buildings	\$9,827	\$0	\$55,173	\$0	\$0	\$0
542100 Machinery	\$0	\$0	\$11,999	\$0	\$0	\$0
542200 Vehicles	\$4,312	\$0	\$0	\$0	\$0	\$0
542300 Furniture And Fixtures	\$1,167	\$0	\$20,000	\$0	\$0	\$0
542400 Computer Equipment	\$54,197	\$0	\$129,128	\$0	\$0	\$0
542500 Communication Equipment	\$0	\$0	\$149,210	\$0	\$0	\$0
551110 Indirect Costs	\$134,796	\$127,438	\$127,438	\$172,790	\$0	\$172,790
579002 Contingency Capital	\$0	\$0	\$254	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$204,299</b>	<b>\$127,438</b>	<b>\$493,202</b>	<b>\$172,790</b>	<b>\$0</b>	<b>\$172,790</b>
<b>Grand Total</b>	<b>\$1,851,308</b>	<b>\$1,930,049</b>	<b>\$2,367,829</b>	<b>\$1,963,608</b>	<b>\$130,553</b>	<b>\$2,094,161</b>

# Confiscated Assets Fund

The Confiscated Assets Fund is a special revenue fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures from the sale of confiscated assets. This cost center enhances the Special Investigations Section (General Fund) cost center. This cost center is funded solely through property and asset forfeitures. State law specifically prohibits the use of forfeited assets for the payment of salaries or rewards to law enforcement personnel. There are no employees assigned to this cost center; however, overtime associated with investigations is included and allowable.





# Confiscated Assets Fund

## What We Have Accomplished

- Participated in both Drug Enforcement Agency (DEA) and High Intensity Drug Trafficking Area (HIDTA) task forces.
- Targeted specific crimes and high criminal activity areas with added patrols and surveillance.
- Detected, investigated, and prosecuted those persons that violate the laws in regards to illegal narcotics production, manufacturing, distribution, transportation, sale and chronic use of illegal drugs.

## What We Expect to Accomplish

- Continue to participate in Drug Enforcement Agency (DEA) and High Intensity Drug Trafficking Area (HIDTA) task forces.
- Continue to target specific crimes and high criminal activity areas with added patrols and surveillance.
- Continue to detect, investigate, and prosecuting those persons that violate the laws in regards to illegal narcotics production, manufacturing, distribution, transportation, sale and chronic use of illegal drugs.



# Confiscated Assets

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>	<b>\$187,144</b>
<b>FY 2016 Revenues</b>	<b>\$90,000</b>
<b>FY 2015 TOTAL Approved Budget</b>	<b>\$334,654</b>
Capital Removed	(\$122,000)
Salary and Benefit Adjustments	(\$1,690)
Indirect Costs Adjustment	(\$8,945)
<b>FY 2016 Approved Base Budget</b>	<b>\$202,019</b>
<b>FY 2016 Approved Program Changes</b>	<b>\$0</b>
<b>FY 2016 Approved Operating Budget</b>	<b>\$202,019</b>
35032500 542100 74012 Equipment for K-9 Unit	\$3,900
35032500 542100 74014 Intelligence Gathering & Surveillance Equipment	\$19,385
<b>FY 2016 Approved Capital</b>	<b>\$23,285</b>
<b>FY 2016 TOTAL Approved Budget</b>	<b>\$225,304</b>



# Confiscated Assets Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
342101 Special Police Ser- Ot	\$50,553	\$5,000	\$5,000	\$10,000	\$0	\$10,000
<b>Charges for Service - External Total</b>	<b>\$50,553</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>
<b>Fines &amp; Forfeitures</b>						
351300 Confiscation	\$-375	\$0	\$0	\$0	\$0	\$0
351310 D.E.A. Funds	\$87,324	\$75,000	\$75,000	\$80,000	\$0	\$80,000
351315 State Drug Forfeiture	\$0	\$5,000	\$5,000	\$0	\$0	\$0
<b>Fines &amp; Forfeitures Total</b>	<b>\$86,949</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$80,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$2,057	\$5,000	\$5,000	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$-4,622	\$0	\$0	\$0	\$0	\$0
361015 Bank Interest Earned	\$54	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$-2,511</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Revenues</b>						
392100 Sale Of Assets	\$12,105	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$12,105</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$147,097</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$90,000</b>

# Confiscated Assets Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511300 Overtime	\$47,561	\$60,000	\$60,000	\$60,000	\$0	\$60,000
512200 Social Security (FICA) Contribu	\$2,837	\$4,500	\$4,500	\$3,720	\$0	\$3,720
512300 Medicare	\$646	\$1,780	\$1,780	\$870	\$0	\$870
553100 Group Insurance Contribution	\$443	\$0	\$0	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$51,487</b>	<b>\$66,280</b>	<b>\$66,280</b>	<b>\$64,590</b>	<b>\$0</b>	<b>\$64,590</b>
<b>Operating</b>						
521201 Professional Services	\$11,227	\$0	\$0	\$0	\$0	\$0
521300 Technical Services	\$4,442	\$0	\$11,161	\$0	\$0	\$0
521400 Contract Services	\$350	\$0	\$0	\$0	\$0	\$0
522205 Repairs And Maintenance	\$6,320	\$1,700	\$6,323	\$3,000	\$0	\$3,000
522210 Vehicle Repair	\$512	\$0	\$0	\$0	\$0	\$0
522320 Rental Of Equipment And Vehic	\$2,931	\$0	\$0	\$0	\$0	\$0
523210 Communication Services	\$0	\$4,152	\$1,152	\$0	\$0	\$0
523500 Travel	\$9,418	\$6,310	\$6,310	\$6,310	\$0	\$6,310
523600 Dues And Fees	\$18,115	\$25,020	\$18,020	\$17,520	\$0	\$17,520
531120 Vehicle Parts And Supplies	\$343	\$0	\$0	\$0	\$0	\$0
531610 Furniture/Fixtures-Operating	\$899	\$0	\$7,500	\$6,000	\$0	\$6,000
531720 Uniforms	\$956	\$1,300	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$41,636	\$32,012	\$32,012	\$23,067	\$0	\$23,067
572000 Payments To Other Agencies	\$34,650	\$0	\$0	\$0	\$0	\$0
611350 Operating Transfers Out - Cap	\$47,716	\$122,000	\$122,000	\$0	\$23,285	\$23,285
<b>Transfers, Capital, Other Total</b>	<b>\$124,002</b>	<b>\$154,012</b>	<b>\$154,012</b>	<b>\$23,067</b>	<b>\$23,285</b>	<b>\$46,352</b>
<b>Grand Total</b>	<b>\$280,559</b>	<b>\$334,654</b>	<b>\$345,591</b>	<b>\$202,019</b>	<b>\$23,285</b>	<b>\$225,304</b>

# Recreation, Parks, Historic & Cultural Affairs Department

The Recreation, Parks, Historic & Cultural Affairs Department is responsible for meeting the leisure needs of the Citizens of Roswell by offering many diverse opportunities to engage in recreational, historical, and cultural programs and activities, and by providing a host of parks, historical sites, open space and facilities for all to enjoy.



**Meet the leisure needs of the Citizens of Roswell by providing quality, comprehensive recreational opportunities, parks and facilities.**



# Recreation, Parks, Historic & Cultural Affairs Department

Recreation, Parks, Historic & Cultural Affairs  
Department Total

\$16,624,844



General Fund

\$10,271,814



Cemetery Care Fund

\$23,500



Leita Thompson Fund

\$97,692



Participant Recreation

\$5,025,838

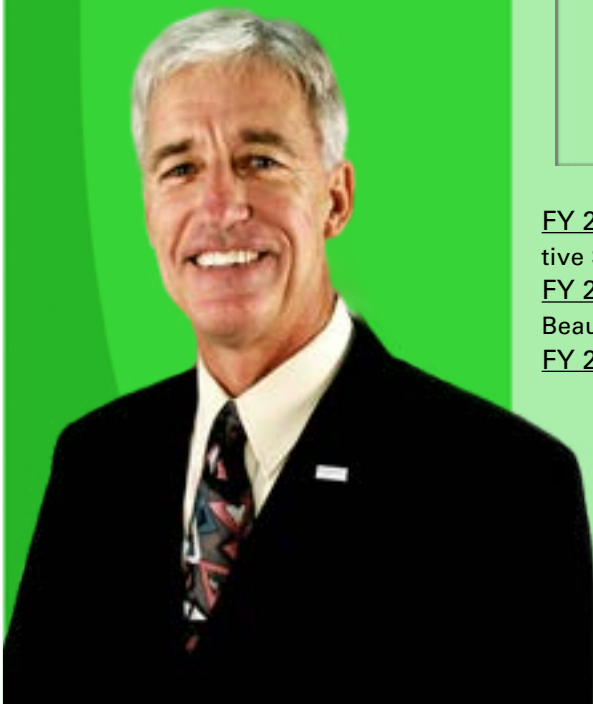


Capital Projects Funds

\$1,206,000

**Morgan Rodgers**

Director of Recreation & Parks



## Opportunities

Showcase the Chattahoochee River to our community as the City's major asset. Utilize existing and new programs and activities to enhance the true sense of community throughout the City of Roswell and make parks desirable as a destination location.

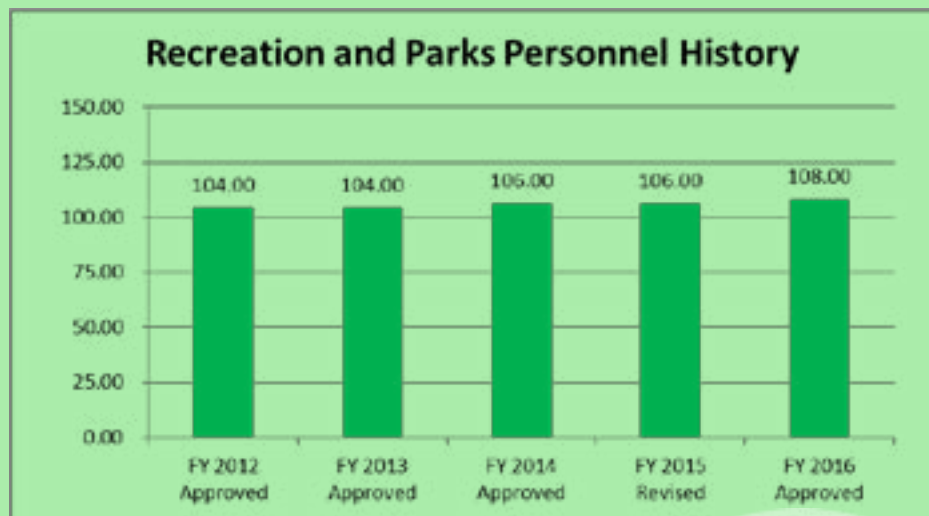
Explore opportunities for entrepreneurial businesses to engage in programs, activities and parks to enhance resource development and augment recreation tourism as a positive economic impact on the community. "Think Outside the Park" by expanding programs and services to schools, businesses, and individuals within the Roswell Community.

## Challenges

Continue to maintain standards that reflect on our status as a finalist of the Gold Medal Award and accredited agency from the National Recreation and Park Association.

Improve upon the high level of existing services within the current fiscal constraints.

Advance Roswell as a vibrant community through the utilization of recreation, parks, historic and cultural resources by establishing an east-side programming advisory group.



FY 2012: Eliminated (1) Recreation Program Supervisor I position and (1) Administrative Specialist II position.

FY 2014: Added (1) Crew Worker position for the River and (1) Crew Worker for Park Beautification.

FY 2016: Added (1) Pool /Crew Leader and (1) Budget Analyst from a part-time position.

# Recreation, Parks, Historic & Cultural Affairs Department

## What We Have Accomplished

- With the first full year of operation of the new synthetic turf fields, increased playability, participation numbers and revenue from rentals and tournaments, while reducing maintenance cost.
- Named as a finalist for the National Gold Medal Award from the National Recreation and Parks Association for the fourth year in a row.
- Roswell Area Park was voted "Best Park" in Ap-pen Media Group's annual "Best of the Best in North Fulton/South Forsyth."
- Relocated maintenance facility at Dobbs Drive.
- Completed the Community Cultural Visioning Plan.

## What We Expect To Accomplish

- Maintain professional standards throughout the Department to ensure compliance with the 144 standards as outlined by the Commission of Accreditation of Parks and Recreation Agencies and to reflect our status as a finalist in the Gold Medal Award process.
- Construct restrooms at Waller Park Extension to in conjunction with new synthetic turf field and then, picnic pavilion from CDBG fund.
- Construct the therapeutic pool above the Adult Recreation Center.
- Old Mill Park Phase II renovation of lower level of Machine Shop into event facility.
- Complete Roswell River Walk Phase 4.
- Begin River Park Master Plan for Ace Sand Company Property.



# Recreation, Parks, Historic & Cultural Affairs Department Services

## Programs Quartile 1

(Most Relevant to Goals)

CIP/Project Management (including bid/contract mgmt.)  
 Master Plan Development and Updating  
 Park Amenities Maintenance  
 Playgrounds Maintenance  
 Specialized Park Facility Maintenance  
 Trail Maintenance

## Programs Quartile 2

(More Relevant to Goals)

Athletic Field Maintenance  
 Community Events  
 Historic Facility Maintenance  
 Intergovernmental Agreements/Coordination  
 Leita Thompson Memorial Gardens  
 Municipal Complex Grounds Maintenance  
 Park Landscaping  
 Parks Indoor Facility Maintenance  
 Parks Natural Area Management and Maintenance  
 Parks Outdoor Facility Maintenance  
 Parks Refuse Collection and Disposal  
 Parks Safety Inspections  
 Public/Community Outreach  
 Recreation Facility Management  
 Recreation Specialized Facility Management  
 Sports Turf Maintenance  
 Synthetic Turf Maintenance  
 Park Police

## Programs Quartile 3

(Relevant to Goals)

Adaptive Programs  
 Tennis  
 Visual Arts  
 Adult/Family General Interest  
 City-Sponsored Special Event Support  
 Competitive Gymnastics  
 Cultural Arts Management/Programming  
 Cultural Arts Rentals  
 Historic/Cultural Arts Community Outreach & Support  
 Historic/Museum Facility Management  
 Recreation Commission Support  
 Youth Athletic Camps/Youth Camps  
 Youth Baseball/Softball  
 Youth Football/Cheerleading  
 Youth Gymnastics  
 Youth Lacrosse  
 Youth Performing Arts  
 Youth Soccer  
 Recreation Facility Reservations  
 Aquatics

## Programs Quartile 4

(Least Relevant to Goals)

Adult Athletic Leagues  
 Adult Fitness  
 Adult Performing Arts  
 Cemetery Care  
 Leita Thompson Apartment Rental  
 Parks Memorial Program  
 Parks Powered Equipment Maintenance  
 Roswell Arts Commission Support

# Recreation, Parks, Historic & Cultural Affairs Department

<b>FY 2015 TOTAL Approved Budget</b>			<b>\$9,836,487</b>
One-Time Costs Removed			(\$7,870)
Salary and Benefit Adjustments			\$314,707
Retirement Adjustment - Defined Benefit Plan			\$11,440
Retirement Adjustment - Defined Contribution Plan			\$13,040
Fleet Services Base Rate and Mechanics Rate Adjustment			(\$5,845)
Net change from zero based contract and professional services			(\$34,544)
Department Changes			\$1,680
Adjustment to Solid Waste Loan payment			(\$130,000)
Group Benefits for qualified part-time (9 mos.)			\$11,250
<b>FY 2016 Approved Base Budget</b>			<b>\$10,010,345</b>
10061101	521201	Strategic Plan Update	\$15,000
various	various	Convert part-time Budget Analyst position to full-time	\$43,339
10061700	521201	Roswell Arts Commission - Executive Director for non-profit	\$100,000
10061700	579001	Roswell Arts Commission - Contingency for Community Cultural Plan implementation	\$75,000
10061700	579001	Carryover \$36,870 of unspent Roswell Arts Commission funding	\$0
10062000	521400	Decorative, year-round lighting on public property	\$10,000
10061700	521201	Fully fund Roswell Arts Commission request for FY16	\$18,130
<b>FY 2016 Approved Program Changes</b>			<b>\$261,469</b>
<b>FY 2016 Approved Operating Budget</b>			<b>\$10,271,814</b>
35062000	542100	60003 Small Equipment Replacement Program	\$36,000
35062000	541210	60002 Athletic Field Improvements (lightpole replacement)	\$28,000
35062000	541210	60058 Recreation Programs - Maintenance Program (includes retaining wall repairs and asphalt resurfacing/restriping)	\$375,000
35062000	541210	60043 System Wide Park Improvements (Beautification)	\$100,000
35062000	541210	60060 Playground Replacements (Riverside Park for FY16 - includes shade structure)	\$160,000
35061753	541210	62009 Painting & Flooring for Cultural Arts Center	\$150,000
35061700	541200	60042 Historic Homes Maintenance	\$42,000
35062000	522205	33001 ADA Compliance of City Facilities	\$25,000
35015351	542100	60034 Outdoor Security Cameras in Parks	\$40,000
35061751	541200	63002 Barrington Hall Restroom Facility	\$75,000
35061101	541210	60037 Challenge grant funding towards a whirlpool at the ARC Therapeutic pool	\$150,000
35062000	543000	60047 Expanding the scope of the River Parks Master Plan	\$25,000
<b>FY 2016 Approved Capital</b>			<b>\$1,206,000</b>
<b>FY 2016 TOTAL Approved Budget</b>			<b>\$11,477,814</b>

## Unfunded New Initiative Requests

Dept	Description	Amount
Rec&Parks	Unfunded Roswell Arts Commission Requests	\$205,630
Rec&Parks	City Hall Registration Renovations	\$22,000

## Unfunded Maintenance Capital Requests

Dept	Description	Amount
Rec&Parks	Historic Homes Maintenance (painting tin roof @ Bulloch Hall)	\$8,000



# Recreation, Parks, Historic & Cultural Affairs Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$4,219,106	\$4,012,731	\$4,012,731	\$4,217,000	\$34,990	\$4,251,990
511105 Part Time Employees	\$395,395	\$411,870	\$411,870	\$424,225	\$0	\$424,225
511300 Overtime	\$105,976	\$128,521	\$128,521	\$128,521	\$0	\$128,521
512200 Social Security (FICA) Contribu	\$280,712	\$282,158	\$282,158	\$294,910	\$0	\$294,910
512300 Medicare	\$65,856	\$65,881	\$65,881	\$68,977	\$0	\$68,977
512400 Defined Benefit Retirement Pro	\$582,757	\$579,974	\$579,974	\$591,414	\$0	\$591,414
512401 Deferred Compensation Con	\$25,434	\$26,000	\$26,000	\$26,000	\$0	\$26,000
512402 Defined Contribution Retiremer	\$67,902	\$38,382	\$38,382	\$51,422	\$3,400	\$54,822
553100 Group Insurance Contribution	\$823,249	\$802,437	\$802,437	\$892,172	\$4,949	\$897,121
554100 Workers Comp Contribution	\$38,050	\$38,050	\$38,050	\$38,050	\$0	\$38,050
<b>Salaries and Benefits Total</b>	<b>\$6,604,436</b>	<b>\$6,386,004</b>	<b>\$6,386,004</b>	<b>\$6,732,691</b>	<b>\$43,339</b>	<b>\$6,776,030</b>
<b>Operating</b>						
521201 Professional Services	\$44,096	\$28,973	\$56,333	\$23,025	\$133,130	\$156,155
521300 Technical Services	\$0	\$200	\$200	\$200	\$0	\$200
521400 Contract Services	\$220,913	\$240,586	\$326,529	\$166,225	\$10,000	\$176,225
522110 Disposal	\$20,625	\$11,000	\$11,285	\$15,000	\$0	\$15,000
522130 Custodial	\$6,810	\$12,200	\$12,200	\$12,200	\$0	\$12,200
522140 Repairs And Maintenance - Gro	\$53,612	\$69,000	\$79,692	\$107,649	\$0	\$107,649
522205 Repairs And Maintenance	\$327,328	\$338,074	\$373,714	\$353,690	\$0	\$353,690
522210 Vehicle Repair	\$27,828	\$61,299	\$51,299	\$30,000	\$0	\$30,000
522215 Garage Base Rate	\$54,510	\$54,510	\$54,510	\$50,370	\$0	\$50,370
522216 Mechanics Rate	\$17,998	\$23,680	\$23,680	\$21,975	\$0	\$21,975
522310 Rental Of Land And Buildings	\$500	\$0	\$0	\$0	\$0	\$0
522320 Rental Of Equipment And Vehic	\$22,083	\$31,080	\$31,394	\$33,080	\$0	\$33,080
523210 Communication Services	\$600	\$0	\$0	\$0	\$0	\$0
523220 Postage	\$1,909	\$8,210	\$8,210	\$4,800	\$0	\$4,800
523300 Advertising	\$19,479	\$28,375	\$32,300	\$30,875	\$0	\$30,875
523400 Printing And Binding	\$9,731	\$14,650	\$19,948	\$12,650	\$0	\$12,650
523500 Travel	\$9,455	\$12,145	\$12,145	\$15,515	\$0	\$15,515
523600 Dues And Fees	\$5,254	\$7,127	\$7,127	\$8,257	\$0	\$8,257
523700 Education And Training	\$3,139	\$7,600	\$7,600	\$8,675	\$0	\$8,675
523851 Contracted Temporary Labor	\$178	\$0	\$0	\$0	\$0	\$0
523852 Instruction Fees	\$625	\$0	\$0	\$1,225	\$0	\$1,225
523902 Sanitation Services	\$50,302	\$54,000	\$54,000	\$52,000	\$0	\$52,000
531105 Supplies	\$330,532	\$329,980	\$345,425	\$332,254	\$0	\$332,254
531115 Recreation Supplies	\$242,988	\$243,500	\$247,496	\$229,950	\$0	\$229,950
531120 Vehicle Parts And Supplies	\$145,794	\$101,500	\$113,661	\$132,755	\$0	\$132,755
531150 Computer Supplies	\$0	\$0	\$8,673	\$0	\$0	\$0
531210 Water / Sewerage	\$122,463	\$189,397	\$189,397	\$189,397	\$0	\$189,397
531215 Stormwater Fees	\$37,395	\$36,150	\$36,150	\$36,150	\$0	\$36,150
531220 Natural Gas	\$54,108	\$60,000	\$60,000	\$60,000	\$0	\$60,000
531230 Electricity	\$578,502	\$561,110	\$561,110	\$561,110	\$0	\$561,110
531240 Bottled Gas	\$629	\$700	\$700	\$700	\$0	\$700
531250 Oil	\$4,450	\$4,500	\$4,500	\$4,500	\$0	\$4,500
531270 Gasoline/ Diesel	\$130,889	\$128,000	\$128,000	\$128,000	\$0	\$128,000
531310 Hospitality And Events	\$2,775	\$1,000	\$1,000	\$1,000	\$0	\$1,000
531400 Books And Periodicals	\$130	\$300	\$300	\$300	\$0	\$300

# Recreation, Parks, Historic & Cultural Affairs Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
531605 Machinery And Equipment-Ope	\$10,014	\$15,700	\$20,050	\$20,550	\$0	\$20,550
531610 Furniture/Fixtures-Operating	\$0	\$6,525	\$6,525	\$6,525	\$0	\$6,525
531615 Computer Equipment-Operatin	\$1,410	\$5,350	\$5,350	\$3,850	\$0	\$3,850
531710 Vietnam Memorial Bricks	\$80	\$400	\$400	\$250	\$0	\$250
531720 Uniforms	\$26,033	\$47,960	\$47,960	\$37,250	\$0	\$37,250
539999 Special Events Contra	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$2,585,166</b>	<b>\$2,734,781</b>	<b>\$2,938,862</b>	<b>\$2,691,952</b>	<b>\$143,130</b>	<b>\$2,835,082</b>
<b>Transfers, Capital, Other</b>						
552400 Risk/Liability Contribution	\$239,311	\$239,311	\$239,311	\$239,311	\$0	\$239,311
579001 Contingency Operating	\$0		\$0	\$0	\$75,000	\$75,000
611353 Operating Transfer Out - Solid	\$15,175	\$155,000	\$155,000	\$25,000	\$0	\$25,000
611355 Operating Transfer Out - Partic	\$571,391	\$321,391	\$321,391	\$321,391	\$0	\$321,391
<b>Transfers, Capital, Other Total</b>	<b>\$825,877</b>	<b>\$715,702</b>	<b>\$715,702</b>	<b>\$585,702</b>	<b>\$75,000</b>	<b>\$660,702</b>
<b>Grand Total</b>	<b>\$10,015,479</b>	<b>\$9,836,487</b>	<b>\$10,040,568</b>	<b>\$10,010,345</b>	<b>\$261,469</b>	<b>\$10,271,814</b>



# Recreation, Parks, Historic & Cultural Affairs Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10061101 - Recreation Administration</b>						
Salaries and Benefits	\$303,424	\$299,469	\$299,469	\$284,106	\$43,339	\$327,445
Operating	\$112,200	\$181,380	\$197,391	\$182,605	\$15,000	\$197,605
Transfers, Capital, Other	\$254,486	\$394,311	\$394,311	\$264,311	\$0	\$264,311
<b>10061101 - Recreation Administration Total</b>	<b>\$670,110</b>	<b>\$875,160</b>	<b>\$891,171</b>	<b>\$731,022</b>	<b>\$58,339</b>	<b>\$789,361</b>
<b>10061102 - Recreation Support Services</b>						
Salaries and Benefits	\$1,726,838	\$1,627,048	\$1,627,048	\$1,727,305	\$0	\$1,727,305
Operating	\$1,508	\$0	\$0	\$0	\$0	\$0
Transfers, Capital, Other	\$571,391	\$321,391	\$321,391	\$321,391	\$0	\$321,391
<b>10061102 - Recreation Support Services Total</b>	<b>\$2,299,737</b>	<b>\$1,948,439</b>	<b>\$1,948,439</b>	<b>\$2,048,696</b>	<b>\$0</b>	<b>\$2,048,696</b>
<b>10061200 - Participant Recreation</b>						
Operating	\$600	\$0	\$0	\$0	\$0	\$0
<b>10061200 - Participant Recreation Total</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10061700 - Historic &amp; Cultural Affairs</b>						
Salaries and Benefits	\$104,729	\$110,017	\$110,017	\$113,049	\$0	\$113,049
Operating	\$116,323	\$138,860	\$229,924	\$100,862	\$118,130	\$218,992
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$75,000	\$75,000
<b>10061700 - Historic &amp; Cultural Affairs Total</b>	<b>\$221,051</b>	<b>\$248,877</b>	<b>\$339,941</b>	<b>\$213,911</b>	<b>\$193,130</b>	<b>\$407,041</b>
<b>10061751 - Barrington Hall</b>						
Salaries and Benefits	\$140,717	\$144,461	\$144,461	\$149,006	\$0	\$149,006
Operating	\$77,492	\$94,206	\$118,749	\$93,950	\$0	\$93,950
<b>10061751 - Barrington Hall Total</b>	<b>\$218,210</b>	<b>\$238,667</b>	<b>\$263,210</b>	<b>\$242,956</b>	<b>\$0</b>	<b>\$242,956</b>
<b>10061752 - Bulloch Hall</b>						
Salaries and Benefits	\$146,917	\$140,760	\$140,760	\$145,302	\$0	\$145,302
Operating	\$101,462	\$94,151	\$95,528	\$94,151	\$0	\$94,151
<b>10061752 - Bulloch Hall Total</b>	<b>\$248,379</b>	<b>\$234,911</b>	<b>\$236,288</b>	<b>\$239,453</b>	<b>\$0</b>	<b>\$239,453</b>
<b>10061753 - Cultural Arts Center</b>						
Salaries and Benefits	\$146,260	\$146,621	\$146,621	\$157,809	\$0	\$157,809
Operating	\$41,556	\$47,396	\$63,320	\$47,396	\$0	\$47,396
<b>10061753 - Cultural Arts Center Total</b>	<b>\$187,816</b>	<b>\$194,017</b>	<b>\$209,941</b>	<b>\$205,205</b>	<b>\$0</b>	<b>\$205,205</b>
<b>10061754 - Smith Plantation</b>						
Salaries and Benefits	\$132,061	\$139,362	\$139,362	\$142,977	\$0	\$142,977
Operating	\$99,764	\$94,994	\$103,202	\$94,989	\$0	\$94,989
<b>10061754 - Smith Plantation Total</b>	<b>\$231,825</b>	<b>\$234,356</b>	<b>\$242,564</b>	<b>\$237,966</b>	<b>\$0</b>	<b>\$237,966</b>
<b>10062000 - Parks</b>						
Salaries and Benefits	\$3,471,177	\$3,268,336	\$3,268,336	\$3,555,377	\$0	\$3,555,377
Operating	\$1,998,584	\$2,040,195	\$2,078,964	\$2,031,850	\$10,000	\$2,041,850
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10062000 - Parks Total</b>	<b>\$5,469,761</b>	<b>\$5,308,531</b>	<b>\$5,347,300</b>	<b>\$5,587,227</b>	<b>\$10,000</b>	<b>\$5,597,227</b>
<b>10062201 - Municipal Grounds</b>						
Salaries and Benefits	\$122,432	\$128,715	\$128,715	\$130,378	\$0	\$130,378
Operating	\$19,390	\$26,999	\$30,942	\$29,549	\$0	\$29,549
<b>10062201 - Municipal Grounds Total</b>	<b>\$141,823</b>	<b>\$155,714</b>	<b>\$159,657</b>	<b>\$159,927</b>	<b>\$0</b>	<b>\$159,927</b>
<b>10062500 - Park Police</b>						
Salaries and Benefits	\$309,881	\$381,215	\$381,215	\$327,382	\$0	\$327,382
Operating	\$16,287	\$16,600	\$20,841	\$16,600	\$0	\$16,600
<b>10062500 - Park Police Total</b>	<b>\$326,168</b>	<b>\$397,815</b>	<b>\$402,056</b>	<b>\$343,982</b>	<b>\$0</b>	<b>\$343,982</b>
<b>Grand Total</b>	<b>\$10,015,479</b>	<b>\$9,836,487</b>	<b>\$10,040,568</b>	<b>\$10,010,345</b>	<b>\$261,469</b>	<b>\$10,271,814</b>

# Recreation Participation Fund

To offer quality fee-based programs, activities and special events that meet the present and future leisure needs of all Roswell Citizens.

The Recreation Participation Fund is an enterprise fund that provides recreation programs throughout the city.



## What we have Accomplished

- Reduced the number of program brochures printed and consolidated content to be more user friendly.
- Established additional baseball, soccer, and lacrosse tournaments and gymnastics meets that impacted the local economy.
- Expanded adaptive programs to include basketball, soccer, baseball, and summer camp.
- Expanded art, tennis, fitness and dance programs to local preschool and elementary school facilities.
- Unveiled our new mascot Ranger Roz the gray squirrel at the Youth Day Parade.
- Expanded online registration to include fitness and pool passes.
- Created more user friendly site for smartphones and tablet registration.

## What We Expect To Accomplish

- Expand overall fitness programs at all facilities for our “Healthy Roswell Campaign.”
- Establish additional baseball, soccer and lacrosse tournaments on new artificial turf fields and gymnastics meets that can help positively impact the local economy.
- Move registration to City Hall so the Bill Johnson Community Activity Building can reclaim the lobby at that facility.
- Establish classes, water activities, rehabilitation programs and physical therapy to be held at the Therapeutic Pool.
- Create a mobile app for smartphones and tablets, for registration and general program/facility information.



# Recreation Participation Fund

<b>FY 2016 Available Fund Balance over Reserve by Policy</b>		<b>\$908,133</b>	
<b>FY 2016 Revenues</b>		<b>\$5,121,391</b>	
<b>FY 2015 TOTAL Approved Budget</b>		<b>\$5,257,961</b>	
Salary and Benefit Adjustments		(\$205,072)	
Retirement Adjustment - Defined Benefit Plan		(\$42,958)	
Retirement Adjustment - Defined Contribution Plan		\$7,668	
Department Changes		(\$43,298)	
Indirect Costs Adjustment (cell phones moved to IT last yr)		(\$21,150)	
<b>FY 2016 Approved Base Budget</b>		<b>\$4,953,151</b>	
various	553100	Group Benefits Increase	\$582
various	various	Department Reorganization	\$10,000
55561101	various	Convert part-time Budget Analyst position to full-time	\$279
55561210	various	Staffing & Supplies for ARC Therapeutic Pool (6 months)	\$61,826
<b>FY 2016 Approved Program Changes</b>		<b>\$72,687</b>	
<b>FY 2016 Approved Operating Budget</b>		<b>\$5,025,838</b>	
<b>FY 2016 Approved Capital</b>		<b>\$0</b>	
<b>FY 2016 TOTAL Approved Budget</b>		<b>\$5,025,838</b>	



# Recreation Participation Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
341905 Other/Misc. Fees	\$13,948	\$11,500	\$11,500	\$9,000	\$0	\$9,000
347202 Other Rental Fees	\$310,340	\$300,000	\$300,000	\$375,000	\$0	\$375,000
347501 General Programs	\$584,393	\$580,000	\$580,000	\$620,000	\$0	\$620,000
347502 Special Events	\$3,344	\$7,500	\$7,500	\$1,000	\$0	\$1,000
347503 Athletics	\$1,016,120	\$1,000,000	\$1,000,000	\$1,050,000	\$0	\$1,050,000
347504 Tennis	\$252,356	\$230,000	\$230,000	\$275,000	\$0	\$275,000
347505 Swimming	\$210,262	\$215,000	\$215,000	\$230,000	\$0	\$230,000
347506 Gym & Physical Fitness	\$1,014,047	\$1,025,000	\$1,025,000	\$965,000	\$0	\$965,000
347507 Dance, Drama, & Music	\$269,775	\$270,000	\$270,000	\$275,000	\$0	\$275,000
347508 Arts & Crafts	\$224,315	\$230,000	\$230,000	\$225,000	\$0	\$225,000
347509 General Instruction Progs	\$379,805	\$375,000	\$375,000	\$375,000	\$0	\$375,000
347510 Rec & Parks Contributions	\$71,543	\$42,500	\$42,500	\$50,000	\$0	\$50,000
347512 Rec & Parks Miscellaneous	\$18,661	\$15,000	\$15,000	\$35,000	\$0	\$35,000
347513 Senior Adult Center	\$207,760	\$210,000	\$210,000	\$275,000	\$0	\$275,000
347905 convience fee	\$0	\$0	\$0	\$40,000	\$0	\$40,000
<b>Charges for Service - External Total</b>	<b>\$4,576,669</b>	<b>\$4,511,500</b>	<b>\$4,511,500</b>	<b>\$4,800,000</b>	<b>\$0</b>	<b>\$4,800,000</b>
<b>Interest Income</b>						
361000 Interest Revenues	\$1,241	\$0	\$0	\$0	\$0	\$0
361010 Unrealized Invest Gains	\$20,139	\$0	\$0	\$0	\$0	\$0
361015 Bank Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0
361016 Invest Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$21,380</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Revenues</b>						
392100 Sale Of Assets	\$0	\$0	\$0	\$0	\$0	\$0
392200 Gain On Property Sale	\$0	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>						
391201 Operating Transfer In	\$610,752	\$321,391	\$321,391	\$321,391	\$0	\$321,391
<b>Transfers In Total</b>	<b>\$610,752</b>	<b>\$321,391</b>	<b>\$321,391</b>	<b>\$321,391</b>	<b>\$0</b>	<b>\$321,391</b>
<b>Grand Total</b>	<b>\$5,208,801</b>	<b>\$4,832,891</b>	<b>\$4,832,891</b>	<b>\$5,121,391</b>	<b>\$0</b>	<b>\$5,121,391</b>

# Recreation Participation Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$819,819	\$1,002,627	\$1,002,627	\$815,000	\$73,756	\$888,756
511105 Part Time Employees	\$133,300	\$133,166	\$133,166	\$137,163	-\$40,000	\$97,163
511200 Temporary Employees	\$1,328,392	\$1,391,042	\$1,391,042	\$1,391,042	\$30,000	\$1,421,042
511250 Seasonal Employees	\$188,754	\$249,219	\$249,219	\$249,219	\$0	\$249,219
512200 Social Security (FICA) Contribu	\$158,256	\$164,719	\$164,719	\$160,440	\$0	\$160,440
512300 Medicare	\$37,011	\$38,519	\$38,519	\$37,536	\$0	\$37,536
512400 Defined Benefit Retirement Pro	\$107,741	\$142,075	\$142,075	\$99,117	\$0	\$99,117
512401 Deferred Compensation Con	\$2,929	\$3,300	\$3,300	\$3,300	\$0	\$3,300
512402 Defined Contribution Retiremer	\$46,827	\$9,438	\$9,438	\$17,106	\$3,400	\$20,506
553100 Group Insurance Contribution	\$157,249	\$184,446	\$184,446	\$168,266	\$5,531	\$173,797
554100 Workers Comp Contribution	\$13,840	\$13,840	\$13,840	\$13,840	\$0	\$13,840
<b>Salaries and Benefits Total</b>	<b>\$2,994,117</b>	<b>\$3,332,391</b>	<b>\$3,332,391</b>	<b>\$3,092,029</b>	<b>\$72,687</b>	<b>\$3,164,716</b>
<b>Operating</b>						
521400 Contract Services	\$115,233	\$107,300	\$126,147	\$107,300	\$0	\$107,300
522130 Custodial	\$500	\$0	\$0	\$0	\$0	\$0
522205 Repairs And Maintenance	\$5,502	\$3,460	\$4,094	\$3,460	\$0	\$3,460
522320 Rental Of Equipment And Vehic	\$25,560	\$7,360	\$8,026	\$7,360	\$0	\$7,360
523210 Communication Services	\$2,346	\$0	\$0	\$0	\$0	\$0
523220 Postage	\$1,905	\$0	\$0	\$0	\$0	\$0
523300 Advertising	\$5,601	\$5,000	\$5,475	\$15,000	\$0	\$15,000
523400 Printing And Binding	\$15,132	\$23,180	\$23,180	\$23,180	\$0	\$23,180
523500 Travel	\$15,529	\$14,840	\$14,840	\$14,840	\$0	\$14,840
523600 Dues And Fees	\$5,336	\$1,700	\$1,700	\$3,700	\$0	\$3,700
523700 Education And Training	\$4,396	\$4,950	\$4,950	\$4,950	\$0	\$4,950
523852 Instruction Fees	\$715,942	\$720,000	\$746,252	\$722,300	\$0	\$722,300
523901 Bank Fees / Charges	\$63,450	\$67,000	\$67,000	\$67,000	\$0	\$67,000
531105 Supplies	\$39,530	\$50,500	\$52,598	\$50,500	\$0	\$50,500
531115 Recreation Supplies	\$630,177	\$821,750	\$872,619	\$764,152	\$0	\$764,152
531400 Books And Periodicals	\$455	\$500	\$500	\$500	\$0	\$500
531605 Machinery And Equipment-Ope	\$7,707	\$5,300	\$5,300	\$5,300	\$0	\$5,300
531615 Computer Equipment-Operatin	\$10,715	\$0	\$1,810	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$1,665,018</b>	<b>\$1,832,840</b>	<b>\$1,934,491</b>	<b>\$1,789,542</b>	<b>\$0</b>	<b>\$1,789,542</b>
<b>Transfers, Capital, Other</b>						
541210 Recreation Facilities	\$158,885	\$0	\$500,568	\$0	\$0	\$0
541300 Buildings	\$48,746	\$0	\$0	\$0	\$0	\$0
542100 Machinery	\$32,737	\$0	\$42,072	\$0	\$0	\$0
549999 Contra- Capital Expense Accou	-\$238,103	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$21,150	\$21,150	\$21,150	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$71,580	\$71,580	\$71,580	\$71,580	\$0	\$71,580
561003 Site Improvement- Depreciator	\$11,173	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depre	\$21,617	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$14,188	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$141,974</b>	<b>\$92,730</b>	<b>\$635,370</b>	<b>\$71,580</b>	<b>\$0</b>	<b>\$71,580</b>
<b>Grand Total</b>	<b>\$4,801,110</b>	<b>\$5,257,961</b>	<b>\$5,902,252</b>	<b>\$4,953,151</b>	<b>\$72,687</b>	<b>\$5,025,838</b>

# Leita Thompson Rental Property Fund

The Leita Thompson Rental Property Fund is utilized to account for revenues and expenditures associated with the apartments located on the donated 107 acres of property known as the Leita Thompson property. In accordance with an agreement between the City of Roswell and the Leitalift Foundation for the acceptance of the donated land and its assets in May 2001, the City provided a safe, clean, and comfortable quality of lifestyle for the elderly retired residents who live in the apartments on the property for a period of five years. The City continues to operate the rental property today.



<b>FY 2016 Available Fund Balance over Reserve by Policy</b>	<b>\$167,839</b>
<b>FY 2016 Revenues</b>	<b>\$104,000</b>
<b>FY 2015 TOTAL Approved Budget</b>	<b>\$124,328</b>
One-Time Costs Removed	\$0
Salary and Benefit Adjustments	(\$23,867)
Retirement Adjustment - Defined Benefit Plan	(\$2,769)
Net change from zero based contract and professional services	(\$35,000)
Department Changes	\$35,000
<b>FY 2016 Approved Base Budget</b>	<b>\$97,692</b>
<b>FY 2016 Approved Program Changes</b>	<b>\$0</b>
<b>FY 2016 Approved Operating Budget</b>	<b>\$97,692</b>
<b>FY 2016 Approved Capital</b>	<b>\$0</b>
<b>FY 2016 TOTAL Approved Budget</b>	<b>\$97,692</b>



# Leita Thompson Rental Property Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Miscellaneous Revenues</b>						
381110 Leita T. - Rent Income	\$86,243	\$89,000	\$89,000	\$85,000	\$0	\$85,000
389997 Leita T. Utility Reimbursements	\$17,007	\$15,000	\$15,000	\$19,000	\$0	\$19,000
389999 Over And Short	\$0	\$0	\$0	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$103,249</b>	<b>\$104,000</b>	<b>\$104,000</b>	<b>\$104,000</b>	<b>\$0</b>	<b>\$104,000</b>
<b>Grand Total</b>	<b>\$103,249</b>	<b>\$104,000</b>	<b>\$104,000</b>	<b>\$104,000</b>	<b>\$0</b>	<b>\$104,000</b>

# Leita Thompson Rental Property Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$0	\$17,875	\$17,875	\$0	\$0	\$0
512200 Social Security (FICA) Contribu	\$0	\$1,108	\$1,108	\$0	\$0	\$0
512300 Medicare	\$0	\$259	\$259	\$0	\$0	\$0
512400 Defined Benefit Retirement Pro	\$0	\$2,769	\$2,769	\$0	\$0	\$0
553100 Group Insurance Contribution	\$0	\$4,625	\$4,625	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$0</b>	<b>\$26,636</b>	<b>\$26,636</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating</b>						
521400 Contract Services	\$29,798	\$39,000	\$39,900	\$4,000	\$0	\$4,000
522140 Repairs And Maintenance - Gro	\$4,520	\$8,000	\$8,000	\$43,000	\$0	\$43,000
522205 Repairs And Maintenance	\$33,780	\$26,000	\$28,894	\$26,000	\$0	\$26,000
523902 Sanitation Services	\$470	\$500	\$500	\$500	\$0	\$500
531105 Supplies	\$3,398	\$6,000	\$6,000	\$6,000	\$0	\$6,000
531210 Water / Sewerage	\$4,869	\$5,000	\$5,000	\$5,000	\$0	\$5,000
531220 Natural Gas	\$3,265	\$2,500	\$2,500	\$2,500	\$0	\$2,500
531230 Electricity	\$13,545	\$10,692	\$10,692	\$10,692	\$0	\$10,692
<b>Operating Total</b>	<b>\$93,645</b>	<b>\$97,692</b>	<b>\$101,486</b>	<b>\$97,692</b>	<b>\$0</b>	<b>\$97,692</b>
<b>Grand Total</b>	<b>\$93,645</b>	<b>\$124,328</b>	<b>\$128,122</b>	<b>\$97,692</b>	<b>\$0</b>	<b>\$97,692</b>

# Cemetery Care Fund

The Cemetery Care Fund is utilized to account for funds designated for the maintenance and care of the Old Roswell Cemetery. In accordance with an agreement between the City of Roswell and the Historic Cemetery Care Association for the acceptance of the Associations' assets in April 1997, the City assumed responsibility for maintenance and care of the property.



# Cemetery Care Fund Revenues

	FY 2014 Actual Revenue	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Charges for Service - External</b>						
349100 Cemetery Fees	\$0	\$0	\$0	\$0	\$0	\$0
<b>Charges for Service - External Total</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$0	\$0	\$0	\$0	\$0	\$0

# Cemetery Care Fund Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Operating</b>						
522140 Repairs And Maintenance - Gro	\$13,200	\$23,500	\$34,598	\$23,500	\$0	\$23,500
531210 Water / Sewerage	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	\$13,200	\$23,500	\$34,598	\$23,500	\$0	\$23,500
<b>Grand Total</b>	\$13,200	\$23,500	\$34,598	\$23,500	\$0	\$23,500



# Transportation Department

The Roswell Transportation Department (RDOT) is responsible for the Roswell transportation system. This includes the safe and efficient movement of pedestrian, bicycle, vehicular traffic, and freight. RDOT responsibilities include planning, design, and construction of major and minor multi-modal transportation facilities; maintaining 374 miles of roads and 102 traffic signals; all traffic signs and pavement markings; managing and maintaining the City's rights-of-way; and responding to emergencies 24 hours/7 days a week.



We Keep Roswell Moving!





Transportation Total:  
\$13,642,424



General Fund:  
\$ 7,548,224



Impact Fee Fund:  
\$2,586,600



Capital Projects Fund:  
\$3,507,600

# Transportation Department

## Opportunities

Suggest and prioritize projects for next bond

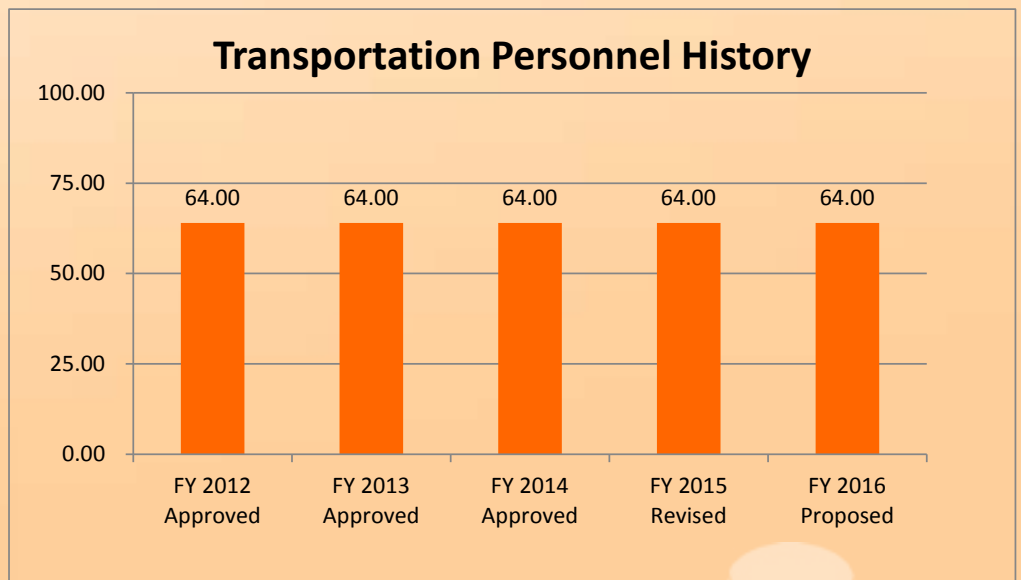
Ensure safe and smooth implementation of City's Golf Cart Ordinance as an added mode of transportation  
Start construction on exciting projects such as :

- Houze at Hembree round-about
- Old Roswell/Warsaw Intersection Improvement

## Challenges

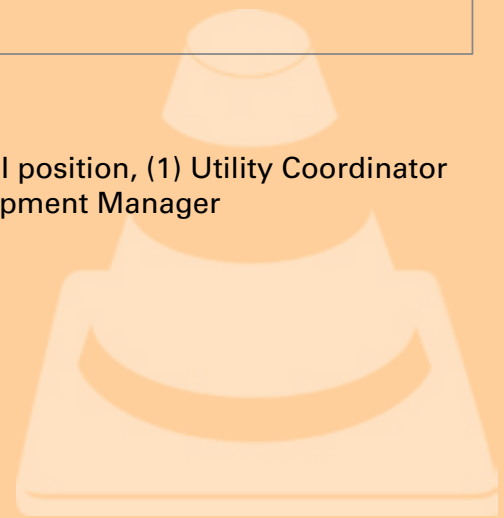
Identifying short term funding and prioritizing several high dollar projects that are expected in future Fiscal Years.

**Steve D. Acenbrak**  
Director of Transportation



## Personnel Changes:

FY 2011: Eliminated (1) Traffic Analyst I position, (1) Utility Coordinator position, and created (1) Land Development Manager



# Transportation Department

## What We Have Accomplished

- Positioned our Historic Gateway project in the TIP and prepared the environmental document.
- Completed construction of Old Alabama Rd and Old Alabama Connector project.
- Completed two out of five 2012 Bond Projects (pattern book and HBR MUT).
- Started construction on two 2012 Bond Projects (HBR Westbound through lane and Eves Rd Complete Street Project).
- Started construction of GDOT funded GA 400 Northbound off ramp project.
- Completed ATMS implementation of the east-west corridor and tied in with the north-south corridor and the Traffic Control Center.
- Completed study of Big Creek Parkway Phases 3 and 4.
- Completed construction of the GDOT funded Warsaw turn lane improvement project.
- Began ROW acquisition for the Hardscrabble Green Loop Complete Street Project.

## What We Expect to Accomplish

- Approval of environmental document for Historic Gateway and completion of several elements of the environmental mitigation agreement with the National Park Service.
- Begin construction of Sun Valley phase 1.
- Finish concept for Big Creek phases 1 and 2.
- Position several projects for next phases as funding becomes available.
- Submit Environmental Document for the Chattahoochee River Bicycle/Pedestrian Bridge.



# Transportation Department

## Programs Quartile 1 (Most Relevant to Goals)

- Accident Analysis
- CIP/Project Management - Transportation
- Community Events (City Initiated)
- Computerized Traffic Control System
- Engineering Design
- Land and Right-Of-Way Acquisition
- Master Plan Development and Updating
- Pavement Striping and Markings
- Regional Transportation Planning
- Roadway Maintenance
- Traffic Sign and Signal Request Review
- Traffic Signal Maintenance and Upgrades
- Traffic Signs Fabrication and Maintenance

## Programs Quartile 2 (More Relevant to Goals)

- Construction Inspection
- Emergency Response
- Plan Review
- Regulatory Compliance
- Street Lights
- Sustainability
- Traffic Calming and Speed Management
- Traffic Counts Program
- Traffic Engineering Studies
- Transportation Connectivity
- Special Event Support (Non-City Initiated)

## Programs Quartile 3 (Relevant to Goals)

- Board and Commission Support
- Engineering Field Services
- Intergovernmental Agreements/Coordination
- Public/Community Outreach
- Special Projects - Planning and Management
- Street Sweeping
- Transportation Grant Coordination
- Transportation Project Concept Development
- Utility Coordination

## Programs Quartile 4 (Least Relevant to Goals)

Surveying

# Transportation Department

<b>FY 2015 TOTAL Approved Budget</b>			<b>\$7,347,974</b>
		Salary and Benefit Adjustments	\$70,149
		Retirement Adjustment - Defined Benefit Plan	(\$12,762)
		Retirement Adjustment - Defined Contribution Plan	\$14,923
		Fleet Services Base Rate and Mechanics Rate Adjustment	\$10,466
		Net change from zero based contract and professional services	\$17,720
		Department Changes	\$4,814
<b>FY 2016 Approved Base Budget</b>			<b>\$7,453,284</b>
10042700	531230	Increased Electricity for Street Lights	\$78,840
10042200	521400	Increased Contract Services - Landscaping	\$16,100
<b>FY 2016 Approved Program Changes</b>			<b>\$94,940</b>
<b>FY 2016 Approved Operating Budget</b>			<b>\$7,548,224</b>
35042101	542100	95007 Zero Turn Mowers	\$24,000
35042101	542100	95014 Wood Chipper Replacement	\$36,000
35042101	542100	95015 Excavator Replacement	\$100,000
35042200	522205	90001 Citywide Road Resurfacing and Reconstruction	\$1,834,200
35042200	541415	90004 Sun Valley Phase 1 Construction	\$913,400
35042700	541415	92003 Sidewalk Connectivity	\$250,000
35042700	541415	92014 Pedestrian Mobility (Safety Enhancements, Crosswalks, etc.)	\$250,000
35042700	541415	92016 Connectivity Partnership Program	\$100,000
<b>FY 2016 Approved Capital</b>			<b>\$3,507,600</b>
<b>FY 2016 TOTAL Approved Budget</b>			<b>\$11,055,824</b>





# Transportation Department Expenditures

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>Salaries and Benefits</b>						
511100 Regular Employees	\$2,806,011	\$2,903,700	\$2,894,550	\$2,935,000	\$0	\$2,935,000
511105 Part Time Employees	\$13,164	\$25,614	\$25,614	\$26,382	\$0	\$26,382
511200 Temporary Employees	\$0	\$10,146	\$10,146	\$5,146	\$0	\$5,146
511300 Overtime	\$36,308	\$49,999	\$49,999	\$49,999	\$0	\$49,999
512200 Social Security (FICA) Contributi	\$170,534	\$185,669	\$185,669	\$186,940	\$0	\$186,940
512300 Medicare	\$39,984	\$43,388	\$43,388	\$43,726	\$0	\$43,726
512400 Defined Benefit Retirement Progr	\$404,535	\$386,634	\$386,634	\$373,872	\$0	\$373,872
512401 Deferred Compensation Con	\$15,714	\$16,300	\$16,300	\$16,300	\$0	\$16,300
512402 Defined Contribution Retirement	\$77,816	\$52,936	\$52,936	\$67,859	\$0	\$67,859
553100 Group Insurance Contribution	\$589,169	\$592,000	\$592,000	\$633,472	\$0	\$633,472
554100 Workers Comp Contribution	\$74,785	\$74,785	\$74,785	\$74,785	\$0	\$74,785
<b>Salaries and Benefits Total</b>	<b>\$4,228,021</b>	<b>\$4,341,171</b>	<b>\$4,332,021</b>	<b>\$4,413,481</b>	<b>\$0</b>	<b>\$4,413,481</b>
<b>Operating</b>						
521201 Professional Services	\$43,803	\$40,000	\$71,764	\$40,000	\$0	\$40,000
521400 Contract Services	\$1,154	\$80,000	\$127,990	\$97,720	\$16,100	\$113,820
522110 Disposal	\$8,209	\$16,000	\$16,000	\$16,000	\$0	\$16,000
522205 Repairs And Maintenance	\$68,234	\$90,700	\$114,501	\$101,900	\$0	\$101,900
522210 Vehicle Repair	\$35,566	\$22,900	\$22,900	\$22,900	\$0	\$22,900
522215 Garage Base Rate	\$47,610	\$47,610	\$47,610	\$51,750	\$0	\$51,750
522216 Mechanics Rate	\$50,018	\$60,199	\$60,199	\$67,025	\$0	\$67,025
522320 Rental Of Equipment And Vehicle	\$10,667	\$14,300	\$14,300	\$14,300	\$0	\$14,300
523210 Communication Services	\$0	\$3,300	\$0	\$64	\$0	\$64
523220 Postage	\$359	\$200	\$800	\$375	\$0	\$375
523300 Advertising	\$200	\$0	\$0	\$1,700	\$0	\$1,700
523400 Printing And Binding	\$395	\$600	\$2,100	\$2,100	\$0	\$2,100
523500 Travel	\$8,142	\$12,334	\$12,684	\$12,604	\$0	\$12,604
523600 Dues And Fees	\$13,149	\$4,680	\$14,924	\$4,284	\$0	\$4,284
523700 Education And Training	\$9,778	\$17,940	\$15,694	\$17,891	\$0	\$17,891
523800 Licenses	\$367	\$1,715	\$1,878	\$3,165	\$0	\$3,165
523851 Contracted Temporary Labor	\$0	\$0	\$0	\$0	\$0	\$0
531105 Supplies	\$301,389	\$328,000	\$356,988	\$315,000	\$0	\$315,000
531120 Vehicle Parts And Supplies	\$67,264	\$67,950	\$68,743	\$67,950	\$0	\$67,950
531150 Computer Supplies	\$1,803	\$0	\$0	\$0	\$0	\$0
531210 Water / Sewerage	\$52	\$0	\$0	\$0	\$0	\$0
531215 Stormwater Fees	\$606,605	\$606,575	\$606,575	\$606,575	\$0	\$606,575
531230 Electricity	\$1,355,363	\$1,328,682	\$1,328,682	\$1,328,682	\$78,840	\$1,407,522
531240 Bottled Gas	\$0	\$0	\$0	\$0	\$0	\$0
531250 Oil	\$2,571	\$2,892	\$2,892	\$2,892	\$0	\$2,892
531270 Gasoline/ Diesel	\$142,337	\$159,167	\$159,167	\$162,167	\$0	\$162,167
531310 Hospitality And Events	\$0	\$0	\$0	\$0	\$0	\$0
531400 Books And Periodicals	\$222	\$900	\$900	\$900	\$0	\$900
531605 Machinery And Equipment-Opera	\$1,710	\$0	\$8,320	\$0	\$0	\$0
531610 Furniture/Fixtures-Operating	\$0	\$0	\$0	\$0	\$0	\$0
531615 Computer Equipment-Operating	\$284	\$800	\$2,600	\$2,500	\$0	\$2,500
531620 Communication Equipment-Opera	\$0	\$0	\$0	\$0	\$0	\$0
531720 Uniforms	\$10,891	\$10,000	\$10,379	\$10,000	\$0	\$10,000
539999 Special Events Contra	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$2,788,141</b>	<b>\$2,917,444</b>	<b>\$3,068,589</b>	<b>\$2,950,444</b>	<b>\$94,940</b>	<b>\$3,045,384</b>
<b>Transfers, Capital, Other</b>						
541415 Road Improvements/ Sidewalks	\$0	\$0	\$0	\$0	\$0	\$0
542100 Machinery	\$0	\$0	\$0	\$0	\$0	\$0
552400 Risk/Liability Contribution	\$89,359	\$89,359	\$89,359	\$89,359	\$0	\$89,359
572010 Payments To Local Nonprofits	\$0	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$89,359</b>	<b>\$89,359</b>	<b>\$89,359</b>	<b>\$89,359</b>	<b>\$0</b>	<b>\$89,359</b>
<b>Grand Total</b>	<b>\$7,105,521</b>	<b>\$7,347,974</b>	<b>\$7,489,969</b>	<b>\$7,453,284</b>	<b>\$94,940</b>	<b>\$7,548,224</b>

# Transportation Department Programs

	FY 2014 Actual Expense	FY 2015 Approved Budget	FY 2015 Amended Budget	FY 2016 Base Budget	Sum of Program Changes	FY 2016 Approved Budget
<b>10042101 - Transportation Administration</b>						
Salaries and Benefits	\$476,009	\$482,275	\$482,275	\$485,379	\$0	\$485,379
Operating	\$22,636	\$23,654	\$34,402	\$28,393	\$0	\$28,393
Transfers, Capital, Other	\$89,359	\$89,359	\$89,359	\$89,359	\$0	\$89,359
<b>10042101 - Transportation Administration Total</b>	<b>\$588,004</b>	<b>\$595,288</b>	<b>\$606,036</b>	<b>\$603,131</b>	<b>\$0</b>	<b>\$603,131</b>
<b>10042102 - Transportation Engineer&amp;Design</b>						
Salaries and Benefits	\$422,917	\$424,279	\$424,279	\$432,260	\$0	\$432,260
Operating	\$54,121	\$59,534	\$91,950	\$63,773	\$0	\$63,773
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10042102 - Transportation Engineer&amp;Des Total</b>	<b>\$477,038</b>	<b>\$483,813</b>	<b>\$516,229</b>	<b>\$496,033</b>	<b>\$0</b>	<b>\$496,033</b>
<b>10042103 - Transportation Planning</b>						
Salaries and Benefits	\$217,950	\$257,298	\$257,298	\$242,079	\$0	\$242,079
Operating	\$4,415	\$4,175	\$4,175	\$4,550	\$0	\$4,550
<b>10042103 - Transportation Planning Total</b>	<b>\$222,365</b>	<b>\$261,473</b>	<b>\$261,473</b>	<b>\$246,629</b>	<b>\$0</b>	<b>\$246,629</b>
<b>10042104 - Transportation Land Acquisitio</b>						
Salaries and Benefits	\$268,658	\$271,992	\$262,842	\$279,450	\$0	\$279,450
Operating	\$2,166	\$5,931	\$4,931	\$5,981	\$0	\$5,981
<b>10042104 - Transportation Land Acquisiti Total</b>	<b>\$270,824</b>	<b>\$277,923</b>	<b>\$267,773</b>	<b>\$285,431</b>	<b>\$0</b>	<b>\$285,431</b>
<b>10042200 - Street Maintenance</b>						
Salaries and Benefits	\$1,712,308	\$1,759,545	\$1,759,545	\$1,809,069	\$0	\$1,809,069
Operating	\$1,121,370	\$1,214,128	\$1,275,642	\$1,236,280	\$16,100	\$1,252,380
<b>10042200 - Street Maintenance Total</b>	<b>\$2,833,679</b>	<b>\$2,973,673</b>	<b>\$3,035,187</b>	<b>\$3,045,349</b>	<b>\$16,100</b>	<b>\$3,061,449</b>
<b>10042700 - Traffic Engineering</b>						
Salaries and Benefits	\$1,130,179	\$1,145,782	\$1,145,782	\$1,165,244	\$0	\$1,165,244
Operating	\$1,583,432	\$1,610,022	\$1,657,490	\$1,611,467	\$78,840	\$1,690,307
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>10042700 - Traffic Engineering Total</b>	<b>\$2,713,611</b>	<b>\$2,755,804</b>	<b>\$2,803,272</b>	<b>\$2,776,711</b>	<b>\$78,840</b>	<b>\$2,855,551</b>
<b>Grand Total</b>	<b>\$7,105,521</b>	<b>\$7,347,974</b>	<b>\$7,489,969</b>	<b>\$7,453,284</b>	<b>\$94,940</b>	<b>\$7,548,224</b>





# ROSWELL

GEORGIA  
SINCE 1854



# Capital Improvement Program

A five-year Capital Improvement Program (CIP) is developed and updated annually. The capital budget is the first year of the CIP and provides the basis for control of expenditures for the acquisition of significant City assets and construction of all capital facilities. As capital improvement projects are completed they are capitalized and the operations and maintenance are funded in the annual operating budget.





# Capital Improvement Program

The Capital Improvement Program (CIP) is a five-year program and details anticipated expenditures as well as the approved sources of funding. Capital requests are funded through fund balance, bond proceeds, grants, impact fees, or other specially designated revenue sources.

The first year of the CIP is incorporated into the Annual Budget and Program for Services and is commonly known as the Capital Budget for the fiscal year. The Capital Budget is the governing body's annual appropriation for capital spending and authorized specific projects and authorizes specific funding for these projects. The subsequent or outly-

ing years of the CIP are updated and revised each year to reflect the changing needs and priorities of the City. Projects and financing sources listed in the CIP for years other than the first year are not authorized until the Annual Budget and Program for Services for those years is legally adopted. The outlying years serve only as a guide for future planning and are subject to further review and modification in subsequent years. Funding decisions are based upon the type of project. Recurring or maintenance projects are funded using operating revenues just like an operating expense. One time projects can use undesignated, unreserved fund balance as a funding source. Other funding sources include federal and state grants, impact fees, bond

issues, hotel/motel tax, and enterprise funds.

The Capital Projects Fund was created to effectively manage and track approved projects and funding sources. With the exception of enterprise funds and the E-911 fund, acquisition of all capital assets including all capital projects will be conducted through the Capital Projects Fund.

After the annual audit has been completed, the unspent and unencumbered balance of each approved capital project will be reallocated in the following fiscal year to their respective projects.

## FY 2016 - FY 2020 Approved Capital Improvement Plan

The FY 2016-FY 2020 Approved Capital Improvement Plan totals \$182.7M and includes both maintenance and one time capital. A summary of the plan is as follows:

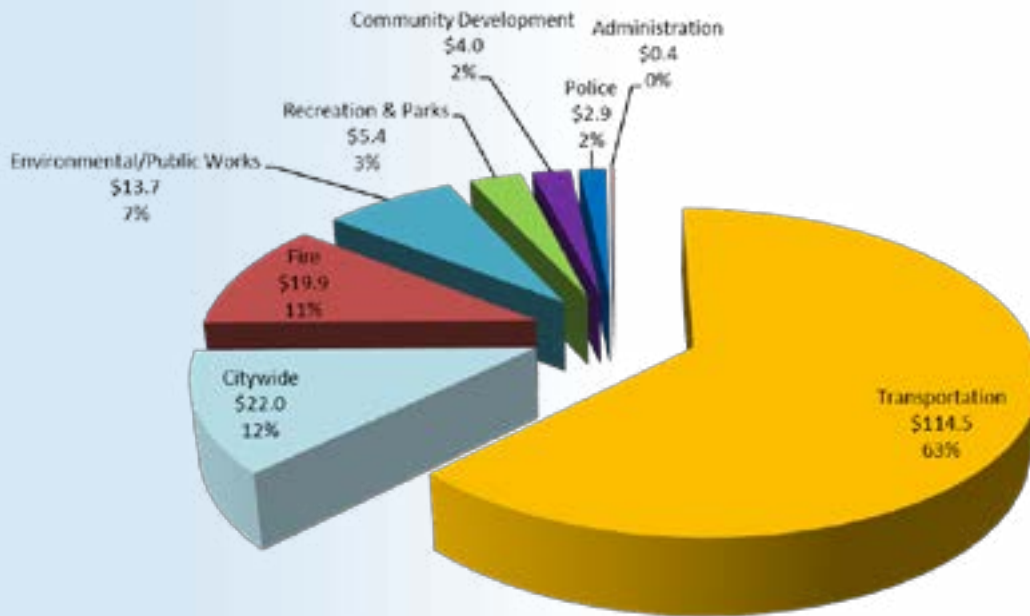
Funding Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
General Fund (Operating Revenue)	\$6,588,404	\$5,512,706	\$5,921,532	\$5,822,217	\$6,962,370	\$30,807,229
General Fund (Fund Balance)	\$3,497,780	\$12,593,808	\$4,823,530	\$45,115,660	\$27,113,000	\$93,143,778
Bonds	\$0	\$9,809,546	\$5,501,000	\$8,241,652	\$4,701,300	\$28,253,498
Capital Lease Purchase	\$838,200	\$1,614,090	\$1,281,188	\$1,755,000	\$0	\$5,488,478
Confiscated Assets Fund	\$23,285	\$34,660	\$0	\$0	\$0	\$57,945
E-911 Fund	\$0	\$500,000	\$15,000	\$0	\$0	\$515,000
Impact Fees Fund	\$2,586,600	\$2,214,000	\$1,146,600	\$4,156,900	\$401,900	\$10,506,000
Water/Sewer Fund	\$142,000	\$237,800	\$727,000	\$866,450	\$991,600	\$2,964,850
Stormwater Fund	\$1,660,000	\$1,765,000	\$1,600,000	\$1,400,000	\$1,400,000	\$7,825,000
Solid Waste Fund	\$510,248	\$724,012	\$807,897	\$517,431	\$581,420	\$3,141,008
Fleet Services Fund	\$0	\$27,000	\$13,500	\$13,500	\$13,500	\$67,500
<b>Total</b>	<b>\$15,846,517</b>	<b>\$35,032,622</b>	<b>\$21,837,247</b>	<b>\$67,888,810</b>	<b>\$42,165,090</b>	<b>\$182,770,286</b>

# Capital Improvement Program

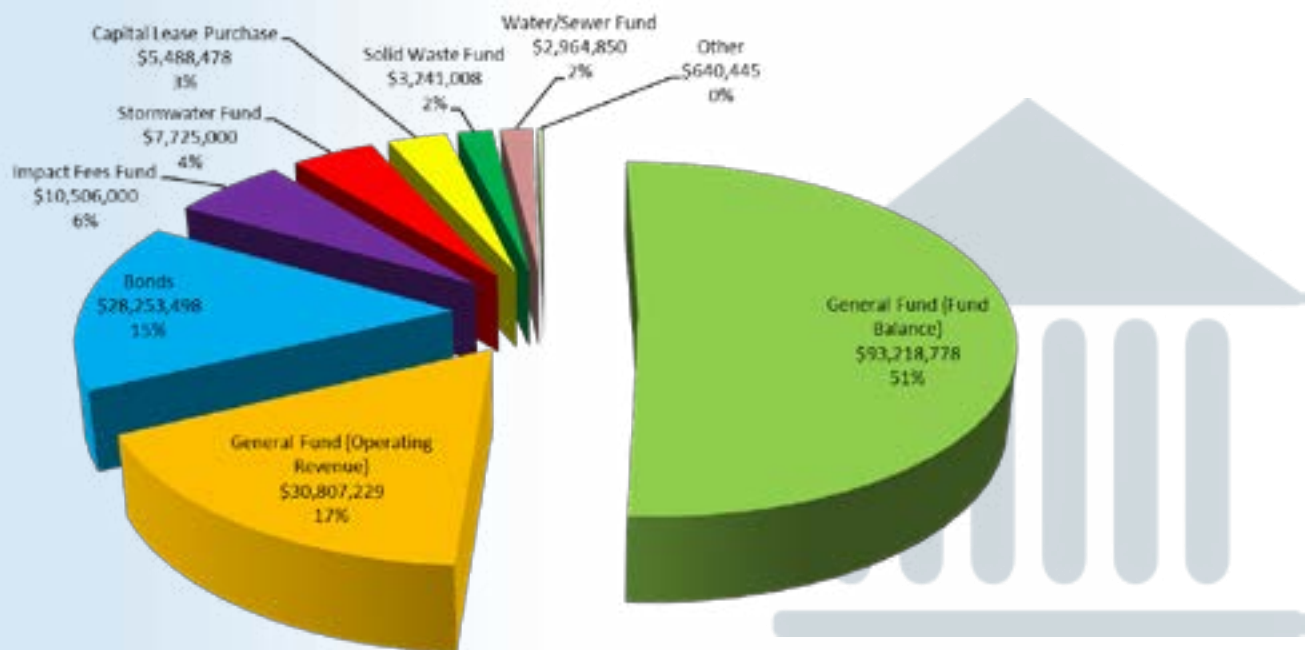
## FY 2016 - FY 2020 Approved Capital Improvement Plan Summary

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Maintenance Capital	\$9,382,752	\$9,506,108	\$10,366,117	\$10,374,598	\$9,948,890	\$49,578,465
One Time Capital	\$6,463,765	\$25,526,514	\$11,471,130	\$57,514,212	\$32,216,200	\$133,191,821
<b>Grand Total</b>	<b>\$15,846,517</b>	<b>\$35,032,622</b>	<b>\$21,837,247</b>	<b>\$67,888,810</b>	<b>\$42,165,090</b>	<b>\$182,770,286</b>

## FY 2016 - FY 2020 Approved Capital Improvement Plan by Department



## FY 2016 - FY 2020 Approved Capital Improvement Plan by Funding Source



# Approved Maintenance Capital by Department

Dept	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Citywide	Citywide Facilities Maintenance (FCA)	\$1,406,444	\$469,903	\$925,123	\$594,910	\$1,610,078	\$5,006,458
	Citywide Vehicle Replacement Program	\$1,654,203	\$1,688,941	\$1,724,746	\$1,760,655	\$1,813,475	\$8,642,020
	Citywide Facilities Maintenance - LEC Roof	\$170,000	\$0	\$0	\$0	\$0	\$170,000
<b>Citywide Total</b>		<b>\$3,230,647</b>	<b>\$2,158,844</b>	<b>\$2,649,869</b>	<b>\$2,355,565</b>	<b>\$3,423,553</b>	<b>\$13,818,478</b>
Admin- istration	IT Equipment Replacement Program	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000	\$340,000
	Aboveground Storage Tank at CAC	\$0	\$0	\$0	\$0	\$0	\$0
	Additional Funding for Phone System Replacement	\$30,000	\$0	\$0	\$0	\$0	\$30,000
<b>Administration Total</b>		<b>\$98,000</b>	<b>\$68,000</b>	<b>\$68,000</b>	<b>\$68,000</b>	<b>\$68,000</b>	<b>\$370,000</b>
Community Dev.	Plotter Replacement	\$0	\$20,000	\$0	\$0	\$0	\$20,000
	Aerial Photography	\$35,000	\$0	\$0	\$35,000	\$0	\$70,000
<b>Community Development Total</b>		<b>\$35,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$90,000</b>
Env/PW	Water Line Replacement	\$142,000	\$237,800	\$727,000	\$866,450	\$791,600	\$2,764,850
	Trackhoe Replacement	\$0	\$0	\$0	\$0	\$80,000	\$80,000
	Water Distribution Service Truck	\$0	\$0	\$0	\$0	\$60,000	\$60,000
	Water Distribution Dump Truck Replacement	\$0	\$0	\$0	\$0	\$60,000	\$60,000
	Stormwater Master Project List	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$7,000,000
	Pole Camera Replacement	\$0	\$15,000	\$0	\$0	\$0	\$15,000
	CCTV Pipe Camera Equipment and Trailer Replacement	\$0	\$0	\$200,000	\$0	\$0	\$200,000
	Residential Rear Loader Garbage Truck Replacement	\$165,248	\$175,162	\$185,672	\$196,813	\$208,621	\$931,516
	Commercial Front Loader Garbage Truck Replacement	\$245,000	\$257,250	\$540,225	\$283,618	\$297,799	\$1,623,892
	Scout Truck Replacement - Solid Waste	\$0	\$0	\$37,000	\$37,000	\$0	\$74,000
	Replacement of Skid Steer for Solid Waste	\$0	\$0	\$0	\$0	\$75,000	\$75,000
	Box Truck - Solid Waste (Recycling)	\$0	\$41,600	\$0	\$0	\$0	\$41,600
	Baler - Solid Waste (Recycling)	\$0	\$220,000	\$0	\$0	\$0	\$220,000
	Shredder - Solid Waste (Recycling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
Tool Replacement Program	\$0	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000	
Auto Repair Equipment Program	\$0	\$6,000	\$6,000	\$6,000	\$6,000	\$24,000	
<b>Environmental/Public Works Total</b>		<b>\$1,952,248</b>	<b>\$2,360,312</b>	<b>\$3,148,397</b>	<b>\$2,797,381</b>	<b>\$2,986,520</b>	<b>\$13,244,858</b>
Fire	Fire Apparatus Replacement	\$838,200	\$1,614,090	\$1,281,188	\$1,755,000	\$0	\$5,488,478
	Cardiac Monitor Replacement	\$69,557	\$71,644	\$73,793	\$76,006	\$78,287	\$369,287
<b>Fire Total</b>		<b>\$907,757</b>	<b>\$1,685,734</b>	<b>\$1,354,981</b>	<b>\$1,831,006</b>	<b>\$78,287</b>	<b>\$5,857,765</b>
Police	Taser Replacement	\$0	\$140,000	\$28,000	\$0	\$0	\$168,000
	Handgun Replacement	\$0	\$90,000	\$0	\$0	\$0	\$90,000
	Tactical Vests and Helmets	\$20,000	\$50,000	\$0	\$10,000	\$10,000	\$90,000
	Patrol Rifle Reflex System Upgrade	\$0	\$32,500	\$32,500	\$0	\$0	\$65,000
	911 Center Chair Replacement	\$0	\$0	\$15,000	\$0	\$0	\$15,000
	K-9 Unit Equipment & Replacement	\$3,900	\$19,000	\$0	\$0	\$0	\$22,900
<b>Police Total</b>		<b>\$23,900</b>	<b>\$331,500</b>	<b>\$75,500</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$450,900</b>
Rec & Parks	Athletic Field Improvements (Light Pole & Fence Replacements)	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000	\$140,000
	System Wide Park Improvements (Beautification)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	Small Equipment replacement program	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$180,000
	Greenway Repairs	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
	Playground Replacements (includes shade structure)	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$800,000
	Skid Steer Replacement for Rec & Parks	\$0	\$0	\$0	\$0	\$75,000	\$75,000
	Painting & Flooring for Cultural Arts Center Auditorium	\$150,000	\$0	\$0	\$0	\$0	\$150,000
	Historic Homes Maintenance	\$42,000	\$50,000	\$50,000	\$50,000	\$50,000	\$242,000
Recreation & Parks Maintenance Program (includes retaining wall repair, asphalt resurfacing/restriping and tennis court resurfacing)	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$1,875,000	
<b>Recreation, Parks, Historic, &amp; Cultural Affairs Total</b>		<b>\$891,000</b>	<b>\$759,000</b>	<b>\$759,000</b>	<b>\$759,000</b>	<b>\$834,000</b>	<b>\$4,002,000</b>

# Approved Maintenance Capital by Department

Dept	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Transportation	Citywide Road Resurfacing and Reconstruction	\$1,834,200	\$1,872,718	\$1,912,420	\$1,953,346	\$1,995,538	\$9,568,222
	Pedestrian Mobility (Pedestrian Crosswalks, Safety Enhancements)	\$250,000	\$250,000	\$397,950	\$541,300	\$552,992	\$1,992,242
	Zero Turn Mower Replacement	\$24,000	\$0	\$0	\$24,000	\$0	\$48,000
	Wood Chipper Replacement	\$36,000	\$0	\$0	\$0	\$0	\$36,000
	Excavator Replacement	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>Transportation Total</b>		<b>\$2,244,200</b>	<b>\$2,122,718</b>	<b>\$2,310,370</b>	<b>\$2,518,646</b>	<b>\$2,548,530</b>	<b>\$11,744,464</b>
<b>Citywide Maintenance Capital Total - Expense</b>		<b>\$9,382,752</b>	<b>\$9,506,108</b>	<b>\$10,366,117</b>	<b>\$10,374,598</b>	<b>\$9,948,890</b>	<b>\$49,578,465</b>





# Approved Maintenance Capital by Funding Source

Fund	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
General Fund (Operating Revenue)	Citywide Facilities Maintenance (FCA)	\$1,406,444	\$469,903	\$925,123	\$594,910	\$1,610,078	\$5,006,458
	Citywide Vehicle Replacement	\$1,654,203	\$1,688,941	\$1,724,746	\$1,760,655	\$1,813,475	\$8,642,020
	Citywide Facilities Maintenance - LEC Roof	\$170,000	\$0	\$0	\$0	\$0	\$170,000
	IT Equipment Replacement	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000	\$340,000
	Aboveground Storage Tank at CAC	\$0	\$0	\$0	\$0	\$0	\$0
	Additional Funding for Phone System Replacement	\$30,000	\$0	\$0	\$0	\$0	\$30,000
	Plotter Replacement	\$0	\$20,000	\$0	\$0	\$0	\$20,000
	Aerial Photography	\$35,000	\$0	\$0	\$35,000	\$0	\$70,000
	Cardiac Monitor Replacement	\$69,557	\$71,644	\$73,793	\$76,006	\$78,287	\$369,287
	Taser Replacement	\$0	\$140,000	\$28,000	\$0	\$0	\$168,000
	Handgun Replacement	\$0	\$90,000	\$0	\$0	\$0	\$90,000
	Tactical Vests and Helmets	\$20,000	\$50,000	\$0	\$10,000	\$10,000	\$90,000
	Patrol Rifle Reflex System Upgrade	\$0	\$32,500	\$32,500	\$0	\$0	\$65,000
	Athletic Field Improvements (Light Pole & Fence Replacements)	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000	\$140,000
	System Wide Park Improvements (Beautification)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	Small Equipment replacement program	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$180,000
	Greenway Repairs	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
	Playground Replacements (includes shade structure)	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$800,000
	Skid Steer Replacement for Rec & Parks	\$0	\$0	\$0	\$0	\$75,000	\$75,000
	Painting & Flooring for Cultural Arts Center Auditorium	\$150,000	\$0	\$0	\$0	\$0	\$150,000
	Historic Homes Maintenance	\$42,000	\$50,000	\$50,000	\$50,000	\$50,000	\$242,000
	Recreation & Parks Maintenance Program (includes retaining wall repair, asphalt resurfacing/restriping and tennis court resurfacing)	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$1,875,000
	Citywide Road Resurfacing and Reconstruction	\$1,834,200	\$1,872,718	\$1,912,420	\$1,953,346	\$1,995,538	\$9,568,222
	Pedestrian Mobility (Pedestrian Crosswalks, Safety Enhancements)	\$250,000	\$250,000	\$397,950	\$541,300	\$552,992	\$1,992,242
	Zero Turn Mower Replacement	\$24,000	\$0	\$0	\$24,000	\$0	\$48,000
Wood Chipper Replacement	\$36,000	\$0	\$0	\$0	\$0	\$36,000	
Excavator Replacement	\$100,000	\$0	\$0	\$0	\$0	\$100,000	
<b>General Fund (Operating Revenue) Total</b>		<b>\$6,588,404</b>	<b>\$5,512,706</b>	<b>\$5,921,532</b>	<b>\$5,822,217</b>	<b>\$6,962,370</b>	<b>\$30,807,229</b>
Capital Lease Purchase	Fire Apparatus Replacement	\$838,200	\$1,614,090	\$1,281,188	\$1,755,000	\$0	\$5,488,478
<b>Capital Lease Funding Total</b>		<b>\$838,200</b>	<b>\$1,614,090</b>	<b>\$1,281,188</b>	<b>\$1,755,000</b>	<b>\$0</b>	<b>\$5,488,478</b>
Confiscated Assets Fund	K-9 Unit Equipment & Replacement	\$3,900	\$19,000	\$0	\$0	\$0	\$22,900
<b>Confiscated Assets Fund Total</b>		<b>\$3,900</b>	<b>\$19,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,900</b>
E-911 Fund	911 Center Chair Replacement	\$0	\$0	\$15,000	\$0	\$0	\$15,000
<b>E-911 Fund Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>
Water & Sewer Fund	Water Line Replacement	\$142,000	\$237,800	\$727,000	\$866,450	\$791,600	\$2,764,850
	Trackhoe Replacement	\$0	\$0	\$0	\$0	\$80,000	\$80,000
	Water Distribution Service Truck	\$0	\$0	\$0	\$0	\$60,000	\$60,000
	Water Distribution Dump Truck Replacement	\$0	\$0	\$0	\$0	\$60,000	\$60,000
<b>Water &amp; Sewer Fund Total</b>		<b>\$142,000</b>	<b>\$237,800</b>	<b>\$727,000</b>	<b>\$866,450</b>	<b>\$991,600</b>	<b>\$2,964,850</b>
Stormwater Fund	Stormwater Master Project List	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$7,000,000
	Pole Camera Replacement	\$0	\$15,000	\$0	\$0	\$0	\$15,000
	CCTV Pipe Camera Equipment and Trailer Replacement	\$0	\$0	\$200,000	\$0	\$0	\$200,000
<b>Stormwater Fund Total</b>		<b>\$1,400,000</b>	<b>\$1,415,000</b>	<b>\$1,600,000</b>	<b>\$1,400,000</b>	<b>\$1,400,000</b>	<b>\$7,215,000</b>

# Approved Maintenance Capital by Funding Source

Fund	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Solid Waste Fund	Residential Rear Loader Garbage Truck Replacement	\$165,248	\$175,162	\$185,672	\$196,813	\$208,621	\$931,516
	Commercial Front Loader Garbage Truck Replacement	\$245,000	\$257,250	\$540,225	\$283,618	\$297,799	\$1,623,892
	Scout Truck Replacement - Solid Waste	\$0	\$0	\$37,000	\$37,000	\$0	\$74,000
	Replacement of Skid Steer for Solid Waste	\$0	\$0	\$0	\$0	\$75,000	\$75,000
	Box Truck - Solid Waste (Recycling)	\$0	\$41,600	\$0	\$0	\$0	\$41,600
	Baler - Solid Waste (Recycling)	\$0	\$220,000	\$0	\$0	\$0	\$220,000
	Shredder - Solid Waste (Recycling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
<b>Solid Waste Fund Total</b>		<b>\$410,248</b>	<b>\$694,012</b>	<b>\$807,897</b>	<b>\$517,431</b>	<b>\$581,420</b>	<b>\$3,011,008</b>
Fleet Svcs Fund	Tool Replacement Program	\$0	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000
	Auto Repair Equipment Program	\$0	\$6,000	\$6,000	\$6,000	\$6,000	\$24,000
<b>Fleet Services Fund</b>		<b>\$0</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$54,000</b>
<b>Citywide Maintenance Capital Total - Expense</b>		<b>\$9,382,752</b>	<b>\$9,506,108</b>	<b>\$10,366,117</b>	<b>\$10,374,598</b>	<b>\$9,948,890</b>	<b>\$49,578,465</b>

## Unfunded Maintenance Capital

Dept	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Admin	Aboveground Storage Tank at Cultural Arts Center	\$35,000	\$0	\$0	\$0	\$0	\$35,000
Police	Patrol Rifle Reflex System	\$32,500	\$32,500	\$32,500	\$0	\$0	\$97,500
Rec & Parks	Historic Homes Maintenance (Painting Tin Roof @ Bulloch Hall)	\$8,000	\$0	\$0	\$0	\$0	\$8,000
<b>Total Unfunded Maintenance Capital</b>		<b>\$75,500</b>	<b>\$32,500</b>	<b>\$32,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$140,500</b>



# Approved One Time Capital by Department

Dept	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Citywide	City Green	\$175,000	\$5,003,546	\$3,000,000	\$0	\$0	\$8,178,546
<b>Citywide Total</b>		<b>\$175,000</b>	<b>\$5,003,546</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,178,546</b>
Community Dev.	Document Scanning	\$0	\$150,000	\$0	\$0	\$0	\$150,000
	East/West Alley Phase 1 (Option 2, Phase 1)	\$800,000	\$3,000,000	\$0	\$0	\$0	\$3,800,000
<b>Community Development Total</b>		<b>\$800,000</b>	<b>\$3,150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,950,000</b>
Env/PW	Stormwater Additional (1)-Ton Dumptruck	\$60,000	\$0	\$0	\$0	\$0	\$60,000
	Stormwater Jet/Vacuum Truck	\$0	\$350,000	\$0	\$0	\$0	\$350,000
	Densifier Equipment - Recycling Center	\$0	\$30,000	\$0	\$0	\$0	\$30,000
	Mobile Fleet Repair Trailer	\$0	\$13,500	\$0	\$0	\$0	\$13,500
<b>Environmental/Public Works Total</b>		<b>\$60,000</b>	<b>\$393,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$453,500</b>
Fire	Relocate Fire Station #2	\$0	\$0	\$0	\$4,700,000	\$0	\$4,700,000
	New Fire Station #8	\$0	\$5,020,000	\$2,200,000	\$1,198,997	\$0	\$8,418,997
	Personal Protective Equipment Replacement	\$522,580	\$192,000	\$0	\$0	\$0	\$714,580
	Fire Station Security Upgrade	\$9,000	\$0	\$0	\$0	\$0	\$9,000
	Fire Station Engine Bay Safety	\$0	\$62,000	\$0	\$0	\$0	\$62,000
	RAPSTC Fire Simulator Replacement	\$0	\$156,783	\$0	\$0	\$0	\$156,783
<b>Fire Total</b>		<b>\$531,580</b>	<b>\$5,430,783</b>	<b>\$2,200,000</b>	<b>\$5,898,997</b>	<b>\$0</b>	<b>\$14,061,360</b>
Police	TDMA Compliant Radio Units for City	\$422,900	\$620,625	\$422,900	\$0	\$0	\$1,466,425
	Vehicles & Radios for (4) New Officers	\$222,000	\$0	\$0	\$0	\$0	\$222,000
	Special Investigations Lieutenant Vehicle	\$50,500	\$0	\$0	\$0	\$0	\$50,500
	CSI Processing and Photography Equipment	\$0	\$46,000	\$0	\$0	\$50,000	\$96,000
	Police Bicycle Patrol Upgrade	\$7,400	\$7,400	\$2,400	\$0	\$0	\$17,200
	Squadroom Furniture Replacement	\$10,000	\$0	\$0	\$0	\$0	\$10,000
	Patrol Shotgun Upgrade	\$0	\$14,000	\$0	\$0	\$0	\$14,000
	E-911 System Upgrade	\$0	\$500,000	\$0	\$0	\$0	\$500,000
	Intelligence Gathering and Surveillance Equipment	\$19,385	\$15,660	\$0	\$0	\$0	\$35,045
<b>Police Total</b>		<b>\$732,185</b>	<b>\$1,203,685</b>	<b>\$425,300</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,411,170</b>
Rec & Parks	ADA Compliance of City Facilities	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
	Outdoor Security Cameras for Parks	\$40,000	\$40,000	\$28,000	\$28,000	\$28,000	\$164,000
	River Parks Master Plan Implementation	\$0	\$160,000	\$160,000	\$160,000	\$160,000	\$640,000
	Waller Park Master Plan Implementation	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
	River Parks Master Plan - Expand Scope	\$25,000	\$0	\$0	\$0	\$0	\$25,000
	Whirlpool at the ARC Therapeutic Pool	\$150,000	\$0	\$0	\$0	\$0	\$150,000
	Barrington Hall Restroom Facility	\$75,000	\$0	\$0	\$0	\$0	\$75,000
<b>Recreation &amp; Parks Total</b>		<b>\$315,000</b>	<b>\$275,000</b>	<b>\$263,000</b>	<b>\$263,000</b>	<b>\$263,000</b>	<b>\$1,379,000</b>
Transportation	HBR Multi-Use Trail, Phase 5	\$0	\$0	\$0	\$100,000	\$800,000	\$900,000
	Riverside Road Complete Street	\$0	\$500,000	\$0	\$2,500,000	\$0	\$3,000,000
	Historic Gateway	\$0	\$7,000,000	\$3,500,000	\$16,509,560	\$0	\$27,009,560
	Sun Valley Phase 1 Construction	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000
	Citywide Bicycle/Pedestrian Plan	\$0	\$250,000	\$0	\$0	\$0	\$250,000
	Willeo Road Bridge Replacement	\$0	\$0	\$800,000	\$0	\$0	\$800,000
	Sidewalk Connectivity	\$250,000	\$250,000	\$132,650	\$0	\$0	\$632,650
	Oxbo Road Realignment	\$0	\$2,000,000	\$0	\$2,242,655	\$0	\$4,242,655
	SR9 Chattahoochee Bridge	\$0	\$0	\$400,000	\$0	\$0	\$400,000
	Hwy 9 North Streetscape	\$0	\$0	\$550,000	\$0	\$4,303,200	\$4,853,200
	Hardscrabble Green Loop Phase II	\$0	\$0	\$200,000	\$0	\$1,800,000	\$2,000,000
	Big Creek Parkway	\$0	\$0	\$0	\$30,000,000	\$25,000,000	\$55,000,000
Connectivity Grant Program	\$100,000	\$0	\$0	\$0	\$0	\$100,000	
NFCTP Update Match Requirement	\$0	\$70,000	\$0	\$0	\$0	\$70,000	
<b>Transportation Total</b>		<b>\$3,850,000</b>	<b>\$10,070,000</b>	<b>\$5,582,650</b>	<b>\$51,352,215</b>	<b>\$31,903,200</b>	<b>\$102,758,065</b>
<b>Citywide Proposed One Time Capital - Expense</b>		<b>\$6,463,765</b>	<b>\$25,526,514</b>	<b>\$11,470,950</b>	<b>\$57,514,212</b>	<b>\$32,216,200</b>	<b>\$133,191,641</b>

# Approved One Time Capital by Funding Source

Fund	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
General Fund (Fund Balance)	City Green (Additional Funding for Design Component)	\$175,000	\$0	\$0	\$0	\$0	\$175,000
	Document Scanning	\$0	\$150,000	\$0	\$0	\$0	\$150,000
	East/West Alley (FY16 funds Phase 1, Option 2)	\$500,000	\$3,000,000	\$0	\$0	\$0	\$3,500,000
	Personal Protective Equipment Replacement	\$522,580	\$192,000	\$0	\$0	\$0	\$714,580
	Fire Station Security Upgrade	\$9,000	\$0	\$0	\$0	\$0	\$9,000
	Fire Station Engine Bay Safety	\$0	\$62,000	\$0	\$0	\$0	\$62,000
	RAPSTC Fire Simulator Replacement	\$0	\$156,783	\$0	\$0	\$0	\$156,783
	TDMA Compliant Radio Units for City	\$422,900	\$620,625	\$422,900	\$0	\$0	\$1,466,425
	Vehicles & Radios for (4) New Officers	\$222,000	\$0	\$0	\$0	\$0	\$222,000
	Special Investigations Lieutenant Vehicle	\$50,500	\$0	\$0	\$0	\$0	\$50,500
	CSI Processing and Photography Equipment	\$0	\$46,000	\$0	\$0	\$50,000	\$96,000
	Police Bicycle Patrol Upgrade	\$7,400	\$7,400	\$2,400	\$0	\$0	\$17,200
	Squadroom Furniture Replacement	\$10,000	\$0	\$0	\$0	\$0	\$10,000
	Patrol Shotgun Upgrade	\$0	\$14,000	\$0	\$0	\$0	\$14,000
	ADA Compliance of City Facilities	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
	Outdoor Security Cameras for Parks	\$40,000	\$40,000	\$28,000	\$28,000	\$28,000	\$164,000
	River Parks Master Plan Implementation	\$0	\$160,000	\$160,000	\$160,000	\$160,000	\$640,000
	Waller Park Master Plan Implementation	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
	Whirlpool at the ARC Therapeutic Pool	\$150,000	\$0	\$0	\$0	\$0	\$150,000
	River Parks Master Plan - Expand Scope	\$25,000	\$0	\$0	\$0	\$0	\$25,000
	Barrington Hall Restroom Facility	\$75,000	\$0	\$0	\$0	\$0	\$75,000
	Riverside Road Complete Street	\$0	\$500,000	\$0	\$2,475,700	\$0	\$2,975,700
	Historic Gateway	\$0	\$7,000,000	\$3,500,000	\$12,376,960	\$0	\$22,876,960
	Sun Valley Phase 1 Construction	\$913,400	\$0	\$0	\$0	\$0	\$913,400
	Citywide Bicycle/Pedestrian Plan	\$0	\$250,000	\$0	\$0	\$0	\$250,000
	Sidewalk Connectivity	\$250,000	\$250,000	\$53,350	\$0	\$0	\$553,350
	SR9 Chattahoochee Bridge	\$0	\$0	\$381,700	\$0	\$0	\$381,700
Hardscrabble Green Loop Phase II	\$0	\$0	\$200,000	\$0	\$1,800,000	\$2,000,000	
Big Creek Parkway	\$0	\$0	\$0	\$30,000,000	\$25,000,000	\$55,000,000	
Connectivity Grant program	\$100,000	\$0	\$0	\$0	\$0	\$100,000	
NFCTP Update Match Requirement	\$0	\$70,000	\$0	\$0	\$0	\$70,000	
<b>General Fund (Fund Balance) Total</b>		<b>\$3,497,780</b>	<b>\$12,593,808</b>	<b>\$4,823,350</b>	<b>\$45,115,660</b>	<b>\$27,113,000</b>	<b>\$93,143,598</b>
Bonds	City Green	\$0	\$5,003,546	\$3,000,000	\$0	\$0	\$8,003,546
	Relocate Fire Station #2	\$0	\$0	\$0	\$4,700,000	\$0	\$4,700,000
	New Fire Station #8	\$0	\$2,806,000	\$1,151,000	\$1,198,997	\$0	\$5,155,997
	HBR Multi-Use Trail, Phase 5	\$0	\$0	\$0	\$100,000	\$737,800	\$837,800
	Willeo Road Bridge Replacement	\$0	\$0	\$800,000	\$0	\$0	\$800,000
	Oxbo Road Realignment	\$0	\$2,000,000	\$0	\$2,242,655	\$0	\$4,242,655
	Hwy 9 North Streetscape	\$0	\$0	\$550,000	\$0	\$3,963,500	\$4,513,500
<b>Bonds Total</b>		<b>\$0</b>	<b>\$9,809,546</b>	<b>\$5,501,000</b>	<b>\$8,241,652</b>	<b>\$4,701,300</b>	<b>\$28,253,498</b>
Confiscated Assets Fund	Intelligence Gathering and Surveillance Equipment	\$19,385	\$15,660	\$0	\$0	\$0	\$35,045
<b>Confiscated Assets Fund Total</b>		<b>\$19,385</b>	<b>\$15,660</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,045</b>
E-911 Fund	E-911 System Upgrade	\$0	\$500,000	\$0	\$0	\$0	\$500,000
<b>E-911 Fund Total</b>		<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>
Impact Fees Fund	New Fire Station #8	\$0	\$2,214,000	\$1,049,000	\$0	\$0	\$3,263,000
	HBR Multi-Use Trail, Phase 5	\$0	\$0	\$0	\$0	\$62,200	\$62,200
	Riverside Road Complete Street	\$0	\$0	\$0	\$24,300	\$0	\$24,300
	Historic Gateway	\$0	\$0	\$0	\$4,132,600	\$0	\$4,132,600
	Sun Valley Phase 1 Construction	\$2,586,600	\$0	\$0	\$0	\$0	\$2,586,600
	Sidewalk Connectivity	\$0	\$0	\$79,300	\$0	\$0	\$79,300
	SR9 Chattahoochee Bridge	\$0	\$0	\$18,300	\$0	\$0	\$18,300
Hwy 9 North Streetscape	\$0	\$0	\$0	\$0	\$339,700	\$339,700	
<b>Impact Fees Fund Total</b>		<b>\$2,586,600</b>	<b>\$2,214,000</b>	<b>\$1,146,600</b>	<b>\$4,156,900</b>	<b>\$401,900</b>	<b>\$10,506,000</b>



# Approved One Time Capital by Funding

Fund	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Stormwater Fund	Stormwater Additional (1)-Ton Dumptruck	\$60,000	\$0	\$0	\$0	\$0	\$60,000
	Stormwater Jet/Vacuum Truck	\$0	\$350,000	\$0	\$0	\$0	\$350,000
	East/West Alley (Phase 1, Option 2)	\$200,000	\$0	\$0	\$0	\$0	\$200,000
<b>Stormwater Fund Total</b>		<b>\$260,000</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$610,000</b>
Solid Waste Fund	Densifier Equipment - Recycling Center	\$0	\$30,000	\$0	\$0	\$0	\$30,000
	East/West Alley (Phase 1, Option 2)	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>Solid Waste Fund Total</b>		<b>\$100,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,000</b>
Fleet Svcs Fund	Mobile Fleet Repair Trailer	\$0	\$13,500	\$0	\$0	\$0	\$13,500
<b>Fleet Services Fund Total</b>		<b>\$0</b>	<b>\$13,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,500</b>
<b>Citywide Proposed One Time Capital - Revenues</b>		<b>\$6,463,765</b>	<b>\$25,526,514</b>	<b>\$11,470,950</b>	<b>\$57,514,212</b>	<b>\$32,216,200</b>	<b>\$133,191,641</b>

# Unfunded One Time Capital

Dept	Project Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Citywide	Emergency Generators	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Police	Vehicle & Radio for (1) New Police Officer	\$55,500	\$0	\$0	\$0	\$0	\$55,500
<b>Total Unfunded One Time Capital</b>		<b>\$55,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$405,500</b>



## Re-curring Costs Associated with FY 16 Approved Capital

Fund	Project Description	FY 2016	Re-Curring Costs
<b>General Fund (Fund Balance) Total</b>	Vehicles & Radios for (4) New Officers	\$222,000	\$16,800
	Special Investigations Lieutenant Vehicle	\$50,500	\$4,860
	Outdoor Security Cameras for Parks	\$40,000	\$5,000
	Whirlpool at the ARC Therapeutic Pool	\$150,000	\$32,113
	Barrington Hall Restroom Facility	\$75,000	\$2,400
<b>General Fund (Fund Balance) Total</b>		<b>\$537,500</b>	<b>\$61,173</b>
<b>Stormwater Fund</b>	Stormwater Additional (1)-Ton Dumptruck	\$60,000	\$3,000
<b>Stormwater Fund Total</b>		<b>\$60,000</b>	<b>\$3,000</b>
<b>TOTAL</b>		<b>\$597,500</b>	<b>\$64,173</b>





# Debt Service Fund

The Debt Service Fund is utilized to account for the accumulation and disbursement of funds needed to comply with the interest and principal redemption requirements. The City of Roswell has earned an "AAA" bond rating, the highest possible rating, consistently each year since 2000. ong term financial obligation, current debt obligation, debt levels and legal limits.





# Debt Service Fund

## DEBT AND TAX DIGEST INFORMATION

This section provides financial data on the City's long term financial obligation, current debt obligation, debt levels and legal limits.

Principal and Interest Requirements on City's General Obligation Debt

In November, 2012 Roswell voters overwhelmingly approved a \$14.7 million bond referendum

for transportation, recreation, and public safety improvements for our community. Specific projects include:

- Holcomb Bridge/GA 400 Interchange Improvements: \$6 million
- Replacement of Fire Station #4: \$1.5 million
- Eves Road multi-use path and bike lanes: \$1.2 million

- Holcomb Bridge Road multi-use Trail (segment 4): \$1.5 million
- Adult Recreation Center Therapeutic Pool: \$2.5 million
- Synthetic Turf Fields (4 fields): \$2 million

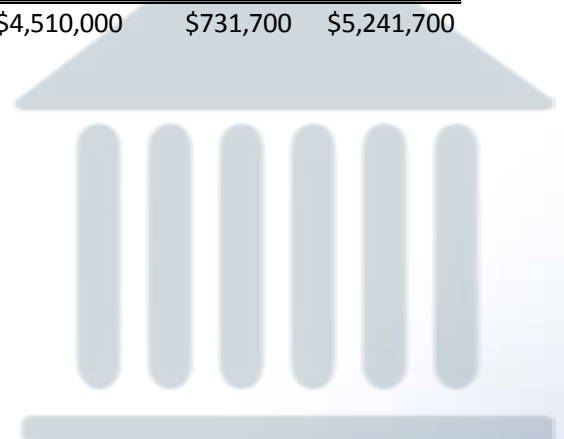
Following are the estimated principal and interest requirements on the City's outstanding general obligation bonds and the previously issued outstanding general obligation bonds of the City for the fiscal years ending June 30, 2016 and thereafter.

### Series 2013 Bonds

FYE	Principal	Interest	Total
June 30th			
2016	\$940,000	\$216,838	\$1,156,838
2017	\$950,000	\$117,263	\$1,067,263
2018	\$960,000	\$105,388	\$1,065,388
2019	\$975,000	\$93,388	\$1,068,388
2020	\$985,000	\$81,200	\$1,066,200
2021	\$1,005,000	\$61,500	\$1,066,500
2022	\$1,025,000	\$41,400	\$1,066,400
2023	\$1,045,000	\$20,900	\$1,065,900
TOTAL	\$7,885,000	\$737,877	\$8,622,877

### Series 2014 Bonds

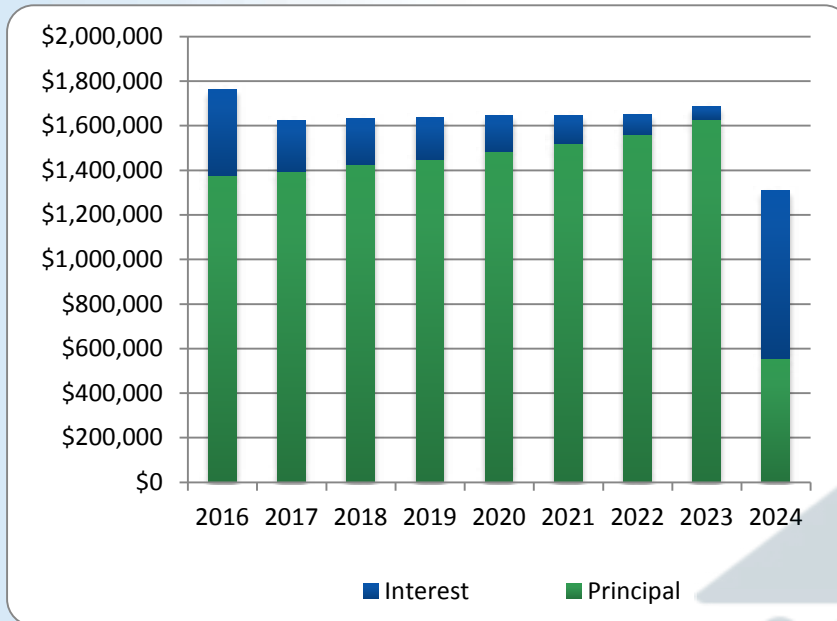
FYE	Principal	Interest	Total
June 30th			
2016	\$435,000	\$171,850	\$606,850
2017	\$445,000	\$113,150	\$558,150
2018	\$465,000	\$104,250	\$569,250
2019	\$475,000	\$94,950	\$569,950
2020	\$500,000	\$80,700	\$580,700
2021	\$515,000	\$65,700	\$580,700
2022	\$535,000	\$50,250	\$585,250
2023	\$585,000	\$34,200	\$619,200
2024	\$555,000	\$16,650	\$571,650
TOTAL	\$4,510,000	\$731,700	\$5,241,700



# Debt Service Fund

## TOTAL - All Bonds

FYE	June 30th	Principal	Interest	Total
2016	\$1,375,000	\$388,688	\$1,763,688	
2017	\$1,395,000	\$230,413	\$1,625,413	
2018	\$1,425,000	\$209,638	\$1,634,638	
2019	\$1,450,000	\$188,338	\$1,638,338	
2020	\$1,485,000	\$161,900	\$1,646,900	
2021	\$1,520,000	\$127,200	\$1,647,200	
2022	\$1,560,000	\$91,650	\$1,651,650	
2023	\$1,630,000	\$55,100	\$1,685,100	
2024	\$555,000	\$754,527	\$1,309,527	
<b>TOTAL</b>	<b>\$12,395,000</b>	<b>\$2,207,454</b>	<b>\$14,602,454</b>	



**Legal Debt Margin Calculation**  
**Comprehensive Annual Financial Report (CAFR) Fiscal Year 2014**  
**City of Roswell, Georgia**

The City of Roswell has a formal debt service policy that is utilized along with the regulations governed by the State of Georgia. The Constitution for the State of Georgia states that “The debt incurred by any county, municipality, or other political subdivision of this state, including debt incurred on behalf of any special district, shall never exceed 10% of the assessed value of all tax-

able property within such county, municipality, or political subdivision; and no such county, municipality, or other political subdivision shall incur any new debt without the assent of a majority of the qualified voters of such county, municipality, or political subdivision voting in an election held for that purpose as provided by law.”<sup>1</sup> The City of Roswell currently has a 0.30% ratio of bonded debt to assessed value, well below the State

of Georgia constitutional threshold of 10%.

Specifically, the City of Roswell has utilized both general obligation and revenue bonds to finance capital improvements too large to be financed from current revenues. The most recent bond issue sold April, 2014 with an un-insured AAA rating.

	Amount	Percent
Assessed Value	\$4,435,476	
Add back tax exempt property	\$301,037	
Total assessed Value	\$4,736,513	
Debt limit (10% of assessed value)	\$473,651	
Debt applicable to limit:		
General Obligation Bonds	\$18,359	
Less: Amount set aside for repayment of general obligation debt	(\$4,121)	
Total Net Debt Applicable toward Limit	\$14,238	
Legal Debt Margin	\$459,413	3.01%

<sup>1</sup> State of Georgia Constitution, Article IX, Section V



# Appendix

The Appendix section contains a Profile of the City of Roswell, Overview of the City Organization, Local Economic Conditions and Outlook, Demographic and Statistical Information, Quick Facts, City of Roswell Awards, Tax Collection Procedure, Principal Taxpayers, FY 2016 Approved Budget Ordinance, FY 2016 Approved Millage Rate Ordinance, FY 2016 Approved IT Maintenance List, and the Glossary.





# Appendix



## Roswell... Yesterday and Today

The City of Roswell, Georgia was incorporated over 150 years ago in 1854, and is located in northern Fulton County, 20 miles north of the City of Atlanta. The City of Roswell has a land area of 42.02 square miles and has an unparalleled quality of life for its 88,346 residents (per the U.S. Census Bureau, 2010).

Roswell's historical chronology begins around 1830 with founder Roswell King arriving on horseback from Darien, Georgia. On February 16, 1854, the Georgia General Assembly incorporated the City of Roswell. Roswell was a manufacturing village comprised of a cotton factory and later, a woolen mill run with waterpower from Vickery Creek, now known as Big Creek. Homes were large columned structures of the mill owners, smaller homes, and even apartments of the mill employees. Roswell was to be affected by the Civil War early in July, 1864.

Brigadier General Kenner Garrard's cavalry corps occupied the town. General Garrard and

troops destroyed the factories and mills by fire, at General Sherman's order. General Garrard arrested the owners and employees for treason, and sent women and children north. Roswell's prominent families had refugeed to other parts of Georgia. The Presbyterian Church was used as a hospital. Barrington Hall and Great Oaks were used as headquarters, and Holly Hill as a garrison. The occupation of Roswell by thousands of troops is why so much of the original Roswell survived the war. After the war and the return of Roswell's leaders, the Roswell Manufacturing Company was rebuilt, and prospered until 1892. The major buildings were destroyed by lightning and never rebuilt. The ruins remain to remind us of what the town was like when incorporated in 1854. In the Historic District, many of the old homes remain from the hardworking village supported by an economy based on textiles.

Today, Roswell continues to be a prosperous municipality. The City of Roswell earned an uninsured "AAA" bond rating, the highest possible rating. Fiscally prudent practices on behalf of the elected officials and the

city administration contribute to this superior rating and the City's excellent financial strength.

As of 2010, the Population Division of the U.S. Census Bureau determined that the annual estimated population of Roswell, Georgia was 88,346. The average household size is an estimated 2.59 persons with a median annual household income of \$87,080. The per capita income in Roswell is \$43,286

In Roswell 94.9% of the population has a high school degree or above with 65.2% having obtained a college degree. Of the residents of Roswell 58.7% own their own home and the median value is \$199,430. (2010 census)

Roswell is nestled beneath a canopy of trees alongside the Chattahoochee River. The City is rich in heritage and preserves its past with a 640-acre Historic District. The Historic District has adopted a trend toward "new urbanism" where pedestrians are encouraged to get out of their cars to stroll along brick-paved, tree-

# Appendix

lined sidewalks. Tourists and day visitors, drawn to Roswell's many historical homes and churches, often stay to shop in a number of popular restaurants, trendy art galleries, shops, and offices. The City's three historic house museums, Barrington Hall, Bulloch Hall, and Smith Plantation host thousands of visitors annually through the numerous tours and special events offered throughout the year. According to a Georgia Tech revenue model, tourism, and tourism-related activities bring an excess of \$76 million annually to the Roswell community.

City of Roswell essential services meet the highest customer service standards and the Mayor and Council are committed to maintaining a high quality of life for Roswell's citizens.

The City of Roswell provides a full range of services to its citizens. These services include police and fire protection; public works; court system; detention facility; the construction and maintenance of recreational pathways, streets, and infrastructure; solid waste collection and recycling; planning and zoning; building inspections; recreation activities and cultural events; water and storm water management; and inherent administrative and support activities. The City also operates a web site, citizen newsletter, and broadcasts a government access channel.

The Fulton County Board of Education provides public education for all of Fulton County, including Roswell. Within Roswell City limits there are 9 elementary schools,

2 middle schools, 3 high schools, and 11 private schools.

Cultural facilities include Roswell's Cultural Arts Center and many historic properties including Barrington Hall, Bulloch Hall, and Smith Plantation. Roswell is served by the Atlanta-Fulton County Library System.

## City Organization

The City operates under a charter adopted in 1854 and revised on April 19, 2000, which provides for a Mayor-Council form of government with a city administrator. The Mayor and six council members are part-time employees. Each Council member is elected by the entire City and serves "at large" with post assignments. An election for one half of the council occurs every two years. While all six Council Members are elected at large, all must reside within the City of Roswell. The Mayor is elected to a term of four years to serve on a part-time basis. It is the duty of the Council members, in general, to set policy, set millage rates, to approve budgets, to pass ordinances, and to hear and act on requests for rezoning and annexation. The Chief Administrative and Operational Officer of the City is the City Administrator, who is appointed by the City of Roswell Mayor and Council to: implement Council policies; oversee the daily activities of the City; and supervise the City's department heads.

## Local Economic Conditions and Outlook

The City of Roswell has earned an "AAA" bond rating, the highest possible rating, consistently each year since 2000. The City is also a great place to do business. New business starts continue to increase in Roswell, with the largest increase in the

home-based business sector. The City is fortunate to have a stable list of large employers such as Kimberly Clark and North Fulton Regional Hospital. Given Roswell's access to GA 400 and proximity to Perimeter Center, Buckhead, Midtown and Downtown Atlanta, the City is well situated to capitalize on future expansion and relocation.

Office development continues to expand throughout Roswell. Companies including Royal Oaks Enterprises, the UPS Innoplex, Witness Systems, and the Accu-Tech Corporation have joined other firms that have chosen Roswell as the ideal location for their corporate offices.

High-tech firms are attracted to the city's high quality of life, which makes it easy to recruit and retain a well-educated workforce. Roswell is part of the award-winning Fulton County School system.

The City of Roswell enhances its family-oriented focus by sponsoring major special events that are open and free to the general public. They include an annual 4th of July Fireworks Extravaganza, Memorial Day Celebration, Annual Egg Hunt Extravaganza, Annual Tree Lighting at Town Square, the Historic Roswell Criterium Bike Race, an annual Youth Day Parade, and Festival in the Historic District, annual Arts Festival at Town Square, annual End of Summer Celebration with Fireworks, annual Back to the Chattahoochee Kayak Race, and a Special Populations Fair.

# Appendix

## Demographic and Statistical Information

Date of Incorporation:	1854
Date First Charter Adopted:	1854
Date Present Charter Adopted:	January 3, 2000
Location:	20 minutes north of Atlanta
Total Estimated Population (2013 CAFR):	93,692
Number of Full-Time Employees - 2014:	591
Form of Government:	Mayor and City Council

The City of Roswell government is a Mayor/Council style of government with a City Administrator. The Mayor and six Council Members are part time employees.

Each Councilmember is elected by the entire City and serves "at large" with post assignments. Elections for one half the council occur every two years. It is the duty of Council members, in general, to set policy, set millage rates, to approve budgets, to pass ordinances and to hear and act on requests for rezoning and annexation. Council meetings are held the second and the fourth Monday of each month in Council Chambers of the Roswell City Hall, 38 Hill Street at 7:00 pm. Work Sessions are scheduled, and advertised, as needed. The fifth Monday of a month, when it occurs, is an open forum meeting where citizens may address Mayor and Council on any concern.

In addition to Mayor and Council, various boards and commissions assist in carrying out established policies.

Roswell Arts Commission	Meets the 1st Tuesday of the month, 7PM, City Hall
Design Review Board	Meets the 1st Tuesday of the month, 6:30PM, Council Chambers. Second meetings are held the 3rd Thursday as needed.
Board of Zoning Appeals	Meets the 2nd Tuesday of the month, 7:00PM, Council Chambers
Historic Preservation Commission	Meets the 2nd Wednesday of the month, 7:30PM, Council Chambers
Planning Commission	Meets the 3rd Tuesday of the month, 7:30PM, Council Chambers
Recreation Commission	Meets the last Thursday of the month, 7:00PM, Room 220-Roswell City Hall

Median age (2014 CAFR):	36.8
Median family income (2010 Census):	\$87,080
Area - square miles:	42.02
Median Housing Value - 2010:	\$199,430
2014 Total Taxable Assessed Valuation:	\$4,435,476
City Bond Rating:	AAA

### Transportation

Streets - Paved:	385 miles
Traffic Signals:	152

### Fire Protection

Number of Stations:	7
Number of Full-Time Employees - 2015:	19
Number of Part-Time - 2015:	143

### Police Protection

Number of Employees - 2015:	213
Number of Stations:	1

### Recreation

Number of Parks and Playgrounds:	19
Acreage in Parks and Playgrounds:	917
Number of Swimming Pools:	1
Number of Spraygrounds:	2
Number of Tennis Courts:	34
Number of Athletic Fields:	44
Number of Recreation Buildings:	9

### Municipal Water System

Miles of Water Mains:	201
Number of Fire Hydrants:	4,452
Water Production Annually:	438 million gallons

### Municipal Sanitation Service

Number of Residential Consumers:	25,146
Number of Commercial Consumers:	836
Number of Employees - 2015:	55.05



# Appendix

## Quick Facts

- The City of Roswell was founded by Roswell King who came from St. Simons Island, GA in 1836.

- He established the Roswell Manufacturing Company. He built a mill to harness the power of the local rivers to make textiles.

- Roswell was incorporated, officially became a city, on February 16, 1854.

- Union Soldiers occupied Roswell from July 5 – July 17, 1864 on their march to Atlanta.

- The Roswell Manufacturing Company mill was destroyed by fire twice. In 1864 Union General W.T. Sherman ordered soldiers to torch the mill. Lightening caused the second fire.

- Telephone service came to Roswell in 1901. All phone numbers were one digit.

- The very first traffic signal was installed in 1949 at the intersection of Sloan and Atlanta streets for \$436.40. Today there are 103 traffic signals in the City.

- President Theodore Roosevelt’s family tree branches back to Roswell. Teddy’s mother, Martha (Mittie) Bulloch was the daughter of one of Roswell’s first families.

- Dr. Francis Goulding, an early Roswell resident and author of children’s books, invented the sewing machine. Unfortunately, this machine is not associated with his name because he failed to obtain a patent.

- Mittie’s other son, Elliot, became the father of Eleanor Roosevelt who would later marry President Franklin D. Roosevelt (a distant cousin).

- Roswell is now Georgia’s sixth largest city, but its major growth has just happened in the last twenty years.

1870.....	479
1880.....	1,180
1920.....	1,316
1940.....	1,622
1950.....	2,123
1980.....	23,337
1990.....	48,257
2000 .....	79,334
2010 .....	88,346

- The City of Roswell has 19 parks with over 917 acres of active and passive parkland and facilities.

- The City Hall building was completed in 1991 at a cost of \$12 million.

- The City has been chosen twice by Atlanta Magazine as the best place to live in the Metro-Atlanta area.

- The Georgia Municipal Association awarded the City of Roswell the City of Excellence Award in 2003.

- The City of Roswell has been ranked one of the safest cities to live in the United States according to City Crime Rankings.





# Appendix

## City of Roswell Awards

Named One of the Best Affordable Suburbs in U.S. Roswell was added to the 25 Best Affordable Suburbs in the U.S. by BusinessWeek.com and Sperling's Best Places. The list is comprised of suburbs of the nation's largest metro areas and focuses on median home prices, cost of living, crime rates, and education systems.

Named One of the Top Three Cities in the Nation to Raise Your Family. Roswell was listed third in the book, Best Places to Raise Your Family, released by Frommer's.

Sixth Best Place in America to Retire (Black Enterprise Magazine, September 2008)

Ranked the 18th Safest City in the United States – City Crime Rankings

ARC Green Communities Silver Certification 2009 - Roswell is the first municipality to be certified Silver. Certified Green Communities set an example by conserving energy, investing in renewable energy, conserving water, conserving fuel, reducing waste, and protecting and restoring the community's natural resources.

Georgia Trendsetter Award 2006 - Georgia Municipal Association - Roswell received the award for the Big Creek Wetlands demonstration project.

Create Community Award 2005 - The Atlanta Regional Commission's most prestigious award. Roswell was honored for its efforts in environmental sustainability.

City of Excellence 2003 – Georgia Municipal Association's most prestigious award. Only 50 cities in the state have been honored with the designation.

Designation as a Bicycle Friendly Community 2006 – League of American Bicyclists

Money Magazine's 19th Best City to Live in the Eastern US – Roswell was ranked 19th for cities with populations under 100,000.

Atlanta Magazine's Best Place to Live in Metro Atlanta– Roswell was honored twice by Atlanta Magazine as the best place to live in the metro area.

Internationally Accredited Police Department - Commission on Accreditation of Law Enforcement Agencies (CALEA).

Gold Award for the City of Roswell Cecil Wood Water Processing Plant from the Georgia Association of Water Professionals.

Nationally Accredited Recreation and Parks Department – Commission for Accreditation of Park and Recreation Agencies

2007 Gold Award for the City's Website from the Association of Marketing & Communication Professionals

Achievement of Excellence in Procurement – 2004-2014 – The National Institute of Governmental Purchasing

GFOA Distinguished Budget Presentation Award – 2005-2014: Government Finance Officer's Association

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

– 25 consecutive years: Government Finance Officer's Association

Georgia Recreation and Parks Agency of the Year – 1974, 1979, 1984, 1988, 1990, 2000, 2005

Georgia Department of Transportation (GDOT) Best Innovative Solutions Award for the Grimes Bridge Road at Norcross Street/Warsaw Road Roundabout.

Georgia Engineering Alliance Honor Award for the Grimes Bridge Road at Norcross Street/Warsaw Road Roundabout.

Georgia Planning Association (GPA) Award - "2011 Great Places in Georgia - Great Street" Award for Canton Street.

Clean Air Campaign PACE award for being a Government Champion for offering its employees telecommute options, flexible work arrangements/compressed work week and carpool options with designated parking spaces at City facilities.



# Appendix

## Tax Collection Procedure

The City of Roswell levies and collects ad valorem taxes. Real and personal taxes are generally billed in October of each year and are due in December. The City's tax collection rate has averaged 99.28% over the last five years. The chart below details the top ten principal property tax payers for FY2014.

Taxpayer	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Fulton County Board of Education	\$67,273	1	1.52%
City of Roswell	\$56,951	2	1.28%
Orion Roswell Associates	\$30,788	3	0.69%
Calibre Creek Apartment Partners	\$28,551	4	0.64%
Kimberly-Clark Corp	\$23,356	5	0.53%
Mansell Office, LLC	\$19,320	6	0.44%
Northmeadow Investors, LLC	\$17,910	7	0.40%
AMIREIT	\$17,023	8	0.38%
Fulton County Board of Education	\$16,144	9	0.36%
Fulton County	\$15,940	10	0.36%
Total	\$293,256		6.61%

Source: Financial Services Division within the Finance Department



# Appendix

## BUDGET ORDINANCE

AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR 2016 FOR EACH FUND OF THE CITY OF ROSWELL, GEORGIA, PURSUANT TO ARTICLE VI, CHAPTER 6 OF THE CHARTER OF THE CITY, BEGINNING JULY 1, 2015, AND ENDING JUNE 30, 2016, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF ANTICIPATED FUNDING SOURCES, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES FROM EXCEEDING ACTUAL FUNDING SOURCES AND AMENDING THE CODE OF ORDINANCES TO EFFECTUATE SUCH ADOPTION.

**Whereas**, a proposed budget for each of the various funds of the city has been presented to the Mayor and City Council; and

**Whereas**, appropriate advertised public hearings have been held on the proposed budget, as required by law and regulations; and

**Whereas**, the Mayor and City Council have reviewed the proposed budget and have made certain amendments to funding sources or appropriations; and

**Whereas**, each of the funds has a balanced budget, such that anticipated funding sources equal or exceed proposed expenditures; and

**Whereas**, the Mayor and City Council intend to adopt an annual budget for the Fiscal Year 2016 and a Capital Improvement Plan for the Fiscal Years 2016 through 2020:

**Now, Therefore**, the Mayor and Council of the City of Roswell, pursuant to their authority, do hereby adopt the following Ordinance:

1.

The City of Roswell, Georgia hereby adopts an expenditure budget for Fiscal Year 2016, said budget being described below and shown on Schedule "A" for each fund of the City of Roswell, Georgia:

	<b>FY 2016 APPROVED BUDGET</b>
100 - General Fund	\$68,136,110
210 - Confiscated Assets Fund	\$225,304
215 - E911 Fund	\$2,094,161
230 - Impact Fee Fund	\$2,586,600
235 - Cemetery Fund	\$23,500
275 - Hotel/Motel Fund	\$1,149,942
290 - Leita Thompson Rental Fund	\$97,692
350 - Capital Projects Fund	\$10,947,669
410 - Debt Service Fund	\$1,763,688
505 - Water/Sewer Fund	\$3,406,415
507 - Stormwater Fund	\$3,765,917
540 - Solid Waste Fund	\$9,806,701

# Appendix

## BUDGET ORDINANCE, CONTINUED

555 - Recreation Participation Fund	\$5,025,838
601 - Worker's Compensation Fund	\$564,496
602 - Group Benefit Fund	\$7,250,256
603 - Risk and Liability Fund	\$1,175,625
604 - Fleet Services Fund	\$718,715
Grant Funds	\$415,187
<b>Grand Total</b>	<b>\$119,153,816</b>

2.

Any increase or decrease in appropriations or revenue of any fund or for any department; the establishment of new capital projects; or the establishment of new grant projects other than those exceptions provided for herein, shall require approval of Mayor and City Council.

3.

A millage rate of 5.455 mills is hereby established as part of the proposed budget based on the estimated digest of Fulton County. The millage rate has a component of 5.055 mills for the general fund, operating and capital improvements budget, and a component of 0.400 mills for servicing bonded indebtedness. The millage rate may require adjustment upon approval of a certified tax digest for Tax Year 2015.

4.

This budget fixes the number of budgeted full-time positions of the City at 604. This number may only be increased or decreased through approval of the Mayor and City Council. The City Administrator or his/her designee is authorized to create policies and procedures for the pay grade, classification, and/or cost center assignment for employees, which may be changed throughout the year.

5.

The City Administrator or his/her designee is authorized to distribute funds reserved for Finance and Recreation and Parks reclassifications and re-orgs and group health insurance increases included in the FY 2016 budget to the various departments as necessary.

6.

Mayor and Council adopt a Capital Improvement Plan for Fiscal Years 2016 through 2020 as attached hereto and incorporated herein as Schedule "B." This plan does not indicate any promise of appropriations for future years. This plan may only be modified through action of Mayor and City Council.

7.

Mayor and Council further approve the re-appropriation of all approved capital project, grant revenue, grant funding, and contingency funding that is unspent or uncollected and available as of June 30, 2015, along with the re-programming of \$213,083 identified from current capital projects as attached hereto as Schedule "C".

8.

Mayor and Council further approve the re-appropriation of all unspent FY 2015 firefighters fees to continue to fund Firefighter staffing at 28 personnel in FY 2016.



# Appendix

## BUDGET ORDINANCE (CONTINUED)

9.

Mayor and Council further approve the re-appropriation of \$36,870 of unspent Roswell Arts Commission funding and \$75,000 of unspent Roswell Downtown Development Authority funding in FY 2016.

10.

The City Administrator and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Ordinance is followed.

The above Ordinance was read and approved by the Mayor and Council of the City of Roswell, Georgia on the 11th day of May and the 27th day of May, 2015.



# Appendix

## MILLAGE ORDINANCE

### ORDINANCE TO ADOPT MILLAGE RATE

**WHEREAS**, the Mayor and Council of the City of Roswell are the governing authority of the City of Roswell; and

**WHEREAS**, the governing authority of the City of Roswell is authorized by State Law at O.C.G.A. § 48-5-32 to set the millage rate for the collection of ad valorem taxes; and

**WHEREAS**, all required notices have been published or are scheduled to be published in a newspaper of general circulation throughout the jurisdiction pursuant to such statute:

**NOW, THEREFORE**, the Mayor and Council of the City of Roswell wish to establish a millage rate of 5.455. The millage rate has a component of 5.055 mills for the general fund, operating and capital improvements budget, and a component of 0.400 mills for servicing bonded indebtedness. The millage rate may require adjustment upon approval of a certified Tax Digest for the year 2015.

The above Ordinance was read and approved by the Mayor and Council of the City of Roswell, Georgia on the 11th day of May and the 27th day of May, 2015.



# Appendix

## FY 2016 APPROVED IT MAINTENANCE LIST

Software	Dpt	2015	2016	Difference
Munis Yearly Main - Maint for Munis support	AD	\$123,000	\$145,000	\$22,000
Mitel Phone Systems Maintenance and Support	AD	\$45,000	\$45,000	\$0
Fiberlight Maintenance	AD	\$50,500	\$40,000	(\$10,500)
Deca & BIS Rcoding - Audio software for Council/Committee meetings	AD	\$35,000	\$35,000	\$0
InCode Yearly Maint - Maint for Court software	AD	\$35,000	\$35,000	\$0
Munis Disaster Recovery - Munis off site backups	AD	\$28,000	\$28,000	\$0
IQM2 Minute Track	AD	\$0	\$23,567	\$23,567
Teleworks Maintenance	AD	\$23,000	\$23,000	\$0
Munis OSBDA - Munis Support	AD	\$22,000	\$22,000	\$0
IT Maintenance Contingency (Paypal/P-card charges)	AD	\$20,000	\$27,200	\$7,200
Netmotion mobility Maintenance	AD	\$14,000	\$17,600	\$3,600
InCode Online - Court oneline (payment/docket) support	AD	\$11,000	\$11,000	\$0
KACE Support and Maintenance	AD	\$9,000	\$9,000	\$0
Still Secure Strataguard Network security Maintenance (Silver Sky)	AD	\$8,900	\$8,900	\$0
VMware Support	AD	\$35,000	\$8,265	(\$26,735)
Sungard Recovery Maintenance	AD	\$0	\$7,600	\$7,600
SonicWall - Firewall Security (NSA 5500)/GMS Reporting	AD	\$5,500	\$5,965	\$465
Symantec BackupExec 2014 support and maintenance	AD	\$0	\$5,610	\$5,610
Cisco SmartNet Support for Routers and Firewalls	AD	\$5,000	\$5,000	\$0
Dell Compellent Storage Appliance Support and Maintenance	AD	\$0	\$5,000	\$5,000
Dell Blade Chassis Support and Maintenance	AD	\$0	\$5,000	\$5,000
EATON Power Maintenance	AD	\$4,600	\$4,754	\$154
Barracuda Support Contract - Mail Archiver	AD	\$4,500	\$4,500	\$0
Tropos Wireless Rotuer Support	AD	\$3,000	\$3,000	\$0
Ccure Maintenance	AD	\$2,500	\$2,500	\$0
Barracuda Support Contract - SPAM Filter/Firewall	AD	\$2,500	\$2,500	\$0
Dell Email Security ESA 3300 support and maintenance	AD	\$0	\$2,200	\$2,200
Rucukus (WiFi) Support and Maintenance	AD	\$0	\$1,800	\$1,800
People Trak HR Software Maintenance	AD	\$1,500	\$1,500	\$0
MIS DCR Remote Support Contract	AD	\$0	\$800	\$800
BIS (Business Information Systems) Court Recording Software	AD	\$0	\$800	\$800
MuniCode Yearly Maintenance - Maint for Agendas prior to Legistar	AD	\$650	\$650	\$0
BMI Asset Track Support & Maint - support for fixed asset scanning	AD	\$495	\$495	\$0
Solarwinds Network Monitoring Maintenance	AD	\$150	\$150	\$0
Legistar Maintenance	AD	\$18,000	\$0	(\$18,000)

# Appendix

## FY 2016 APPROVED IT MAINTENANCE LIST

Software	Dpt	2015	2016	Difference
i365 "EVault" Maintenance	AD	\$12,000	\$0	(\$12,000)
EMC CX3-10 SAN Warranty Extend	AD	\$8,700	\$0	(\$8,700)
WhatsUp Gold - IPSwitch Network Monitoring Maintenance	AD	\$2,200	\$0	(\$2,200)
ESRI Enterprise wide license	CD	\$51,000	\$50,000	(\$1,000)
Project Dox	D	\$0	\$35,970	\$35,970
HP 26100 Plotter Maintenance	CD	\$3,000	\$3,300	\$300
Roswell Map Viewer Annual Maintenance	CD	\$0	\$2,500	\$2,500
GIS Technology, Inc. (annual Kofax and PLACELYNX software)	CD	\$2,060	\$2,060	\$0
Qcoherent LP360 LiDAR Software Maintenance	CD	\$0	\$1,500	\$1,500
Bell & Howell 3200 Scanner - post warranty maintenance	CD	\$1,350	\$1,350	\$0
Xerox 6400 Scanner Maintenance	CD	\$1,200	\$1,275	\$75
AutoCAD Map Maintenance	CD	\$600	\$600	\$0
ArcPad Maintenance (CD/Fire)	CD	\$500	\$500	\$0
OnPoint Yearly Maint - GIS maint for publishing to the web	CD	\$5,000	\$0	(\$5,000)
FileNet Maintenance	CD	\$4,600	\$0	(\$4,600)
Deccan - Roll up software for Fire department	FD	\$16,000	\$16,000	\$0
Sympro - Investment software for Finance	FN	\$18,000	\$18,000	\$0
Praire Fyre Maintenance	FN	\$2,200	\$2,200	\$0
OSSI Maintenance and Support (Sunguard)	PD	\$0	\$251,844	\$251,844
OSSI Maintenance & Support (E-911 Fund portion)	PD	\$0	\$47,000	\$47,000
OSSI Yearly Maint - PD software maint	PD	\$21,700	\$21,700	\$0
2FA - 2 Finger Authentication for PD	PD	\$5,700	\$5,700	\$0
CA+ - PD Software	PD	\$5,000	\$5,000	\$0
PageGate - paging system for PD	PD	\$450	\$450	\$0
Fleet maintenance database (Collective Data) Support	PW	\$3,852	\$3,852	\$0
Mitchell on Demand Fleet Maintenance	PW	\$2,200	\$2,200	\$0
Fleet Maintenance Diagnostics Equipment (Nu-Path Logic) Support	PW	\$795	\$795	\$0
Lamtasia Camera Maintenance	PW	\$125	\$125	\$0
Vermont Systems (RecTrac/MaintTrac/WebTrac) Maintenance	RP	\$20,700	\$9,500	(\$11,200)
FirstSignal (Genetec Cameras) Support and Maintenance	RP	\$0	\$2,475	\$2,475
Bentley Software Maintenance	TS	\$6,000	\$6,000	\$0
AutoCAD Civil 3-D Maintenance	TS	\$3,700	\$3,700	\$0
Microstation Select Maintenance	TS	\$1,500	\$1,500	\$0
Bentley StormCAD Maintenance	TS	\$775	\$775	\$0
Transportation - Auto-Turn Maintenance	TS	\$770	\$770	\$0
Flowmaster Maintenance	TS	\$450	\$450	\$0
HP 5000 Plotter & CADPro Printer Maintenance	TS	\$1,700	\$0	(\$1,700)
AutoTurn License Renewal - software maint for Trans	TS	\$770	\$0	(\$770)
<b>Total</b>		<b>\$712,392</b>	<b>\$1,037,447</b>	<b>\$325,055</b>



# Appendix

## Glossary

The following is an abbreviated list of the specialized governmental budgeting and accounting terms used in this budget:

**ACCOUNT NUMBER** - A line item code defining an appropriation.

**ACCRUAL ACCOUNTING** - A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur.

**AD VALOREM TAXES** - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

**AMORTIZATION** - The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

**APPROPRIATION** - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

**ASSESSED VALUATION** - A valuation set upon real estate or other property by a government as a basis for levying taxes.

**ASSET** - Resources owned or held by a government, which has monetary value.

**BALANCED BUDGET** - A budget in which planned revenues available equals planned expenditures.

**BASE BUDGET** - The on-going expense for personnel, operating services, supplies, and equipment to maintain service levels.

**BASIS OF ACCOUNTING** - A system used by an individual government to determine when revenues have been realized and when expenditures have been incurred. The City uses the modified accrual method.

**BASIS OF BUDGETING** - A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred. The City uses the modified accrual method.

**BOND** - A written promise to pay a specified sum of money, called the par value or principal, at a specified date or dates in the future, together with periodic interest at a specified rate.

**BONDED DEBT** - That portion of indebtedness represented by outstanding bonds.

**BUDGET** - A service plan for a given period embodying estimated expenditures for providing services and the approved means of financing them. A balanced budget limits expenditures to available resources.

**BUDGET AMENDMENT** - A revision of the adopted budget that, when approved, replaces the original provi-

sion and increases or decreases the budget appropriation.

**BUDGET CALENDAR** - The schedule of key dates that a government follows in preparation and adoption of the budget.

**BUDGET ORDINANCE** - The governmental action which appropriates revenues and fund balances for specified purposes, functions, or activities for a budget period.

**BUDGET PERIOD** - The period for which a budget is approved or a budget ordinance is adopted. Normally coincides with the fiscal year.

**BUDGET TRANSFER** - A procedure utilized by City Departments to revise budget appropriations within the departmental operating budget accounts. Transfers monies from one account to another and does not increase or decrease the overall budget appropriation for the department.

**BUDGETARY CONTROL** - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**CAPITAL ASSETS** - Assets of significant value and having a useful life of several years. Capital assets for the City of Roswell have a purchase cost of \$5,000.00 or over and have a useful life of

# Appendix

## Glossary, continued

more than one year. See also Fixed Assets.

CAPITAL IMPROVEMENT PROGRAM (CIP) – A comprehensive five year plan, updated annually, of Capital projects for the City. Project costs, funding sources and future fiscal year funding needs are identified.

CAPITAL OUTLAY – Expenditures for the acquisition of capital assets.

CAPITAL PROJECT – A project that results in the purchase or construction of capital assets. Capital projects may encompass the purchase of land, construction of a building or facility, or purchase of a major piece of equipment.

CAPITAL PROJECTS FUND – A fund used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by resources from enterprise fund activities.

CHART OF ACCOUNTS – A numbering system that assigns a unique number to each type of transaction and to each budgetary unit in the organization. The City of Roswell utilizes the Uniform Chart of Accounts for Local Governments in Georgia as mandated by the Georgia Department of Community Affairs (DCA).

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – U. S. Department of Housing and Ur-

ban Development (HUD) program where grants are awarded to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. Grantees must give maximum feasible priority to activities which benefit low and moderate income persons, or where community development needs have a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and where other financial resources are not available to meet such needs

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) - The report that summarizes financial data for the previous fiscal year in a standardized format.

CONTINGENCY - Those funds included in the budget for the purpose of providing a means to cover unexpected costs during the budget year.

COST CENTER – An organizational budget/operating unit within each City department.

DEBT - An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts.

- A. *General Obligation Debt is secured by the pledge of the issuer's full faith, credit, and taxing power.*
- B. *Revenue Debt is a bond, debt, or*

*obligation for which principal and interest are payable exclusively for the earnings of a government enterprise. This term can refer more broadly to any state or local government debt that is not a general obligation.*

DEBT LIMIT - The maximum amounts of gross or net debt that is legally outstanding debt.

DEBT SERVICE - Payment of principal and interest to lenders or creditors on outstanding debt.

DEBT SERVICE FUND - A fund that is used to account for the accumulation of resources for the payment of general long-term debt principal and interest.

DEFICIT - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION - Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

EFFECTIVENESS - Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

EFFICIENCY - Reflects the relationship between work performed and the resources required performing it. Compares outputs to input.

# Appendix

## **Glossary, continued**

**ENCUMBRANCE** - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

**ENTERPRISE FUND** - Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed primarily through user charges. Services accounted for in enterprise funds are tangible, and it is possible to determine the extent to which they benefit individual service consumers.

**EXPENDITURES** - Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

**EXPENSES** - Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FIDUCIARY FUND** - Those trust and agency funds used to account for assets held by a local government in a trustee capacity or as an agent for individuals, private organizations, other governmental units, or other funds.

**FINANCIAL INDICATORS** - Comparison of planned vs. actual expenditures, cost, obligations, receipts, allocations or losses.

**FISCAL YEAR** - The accounting period for which an organization's budget is termed the fiscal year. In Roswell, the fiscal year runs from July 1 to June 30 of the following year.

**FIXED ASSETS** - Assets owned by the City with a purchase cost of less than \$5,000.00 each and usually have a useful life of one to three years. See also Capital Assets.

**FUND** - A fund is an independent financial and accounting entity. It has a balanced set of accounts and records, cash and other resources together with all related liabilities and residual equities or balances which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Though funds are independent entities with the financial records of a government, there need not be physical segregation of assets.

**FUND ACCOUNTS** - All accounts necessary to set forth the financial position and results of operations of a fund.

**FUND BALANCE** - The excess of a fund's revenues and other financing sources (assets) over the expenditures/expenses and other uses (liabilities).

**GENERAL FUND** - This fund accounts for the revenues and activities not required by law or administrative decision to be accounted for in a special fund. Ordinarily, the General Fund has a great variety of revenues and is used to finance many more activities than any other fund. The General Fund provides general-purpose governmental services.

**GENERAL OBLIGATION (GO) BONDS** - Bonds that are secured by the issuer's full faith and credit pledge. Most GO bonds are backed by the issuer's ability to level an ad valorem tax in an amount sufficient to meet debt service requirements.

**GENERAL REVENUE** - The revenue of a government other than those derived from and retained in an enterprise. If a portion of the net income in a Proprietary or Enterprise Fund is contributed to another non-enterprise fund, such as the General Fund, the amount transferred constitutes general revenue to the government.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** - Uniform minimum, standards used by state and local governments for financial accounting, recording, and reporting, encompassing the conventions, rules, and procedures that define accepted accounting principles; established by the Governmental Accounting Standards Board



# Appendix

## Glossary, continued

(GASB) created in 1987 to provide property and liability

### GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)

– The body that sets accounting standards specifically for governmental entities at the state and local level.

### GEORGIA INTERLOCAL RISK MANAGEMENT AGENCY (GIRMA)

– Intergovernmental risk sharing fund created in 1987 to provide property and liability coverage to local government entities in Georgia. GIRMA is administered by GMA.

### GEORGIA MUNICIPAL ASSOCIATION (GMA)

– Organization representing municipal governments in Georgia.

### GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)

– The body that sets accounting standards specifically for governmental entities at the state and local level.

### GOVERNMENTAL FINANCE OFFICERS ASSOCIATION (GFOA)

– Professional association of state/provincial and local finance officers in the United States and Canada dedicated to the sound management of government financial resources.

GRANTS – A financial gift, donation or award that is made from a funding source, usually a governmental entity, to the City for the acquisition of goods, services or

land. The grant award agreement defines the City's responsibilities and duties to be exchanged for the grant. Grants are often earmarked for a specific purpose of program.

INDIRECT COSTS - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned, such as administrative support, information technology, human resources, budget and purchasing.

INTERNAL SERVICE FUNDS - A fund used to account for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis.

INVESTMENTS - Securities and real estate held for production of revenue in the form of interest, dividend, rentals or lease payments. The term does not include fixed assets used in governmental operations.

LEVY - To impose taxes, special assessments or service charges for the support of governmental activities.

LINE-ITEM BUDGET – A budget format in which departmental outlays are grouped according to the items that will be purchased, with one item or group of items on each line.

LONG-TERM DEBT - Debt with a maturity of more than one year after the date of issuance.

MILLAGE RATE – The rate used in calculating taxes based upon the val-

ue of property, expressed in mills per dollar of property value.

MISSION - The reason or purpose for the organizational unit's existence.

NET INCOME - Enterprise Fund in excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating transfers-out.

OBJECTIVES - The specified end result expected and can include the time at which it will be achieved.

OPERATING EXPENSES - Enterprise Fund expenses that are directly related to the fund's primary service activities.

OPERATING INCOME - The excess of Enterprise Fund operating revenues over operating expenses.

OPERATING REVENUES - Enterprise Fund revenues that are directly related to the fund's primary service activities. They consist of user charges for services.

PROPRIETARY FUND - Used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business



# Appendix

## Glossary, continued

activities - where net income and capital maintenance are measured - are accounted for through proprietary funds.

QUARTILE - Term used in Priority Based Budgeting to group programs based on their relevance to the City's Goals.

REVENUES - Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

SINKING FUND - Schedule of annual payments required on General Obligation Bonds Payable. Principal and interest are payable from an ad valorem tax upon all property of the City.

SPECIAL REVENUE - A fund used to account for revenues earmarked for a particular purpose.

TAX DIGEST - The total assessed value of all real estate property, motor vehicles, mobile homes, timber, and heavy-duty equipment in the city of Roswell, Georgia.

TAX RATE LIMIT - The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes and of all governments, state or local, having jurisdiction in a given area. Taxes are levied via a Tax Levy Ordinance.

TAXES - Compulsory charges levied by a government for the purpose of financing services

performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TIMELINESS OF PRODUCT OR SERVICE - Measures of timeliness, which may be based on specific standards or past trends.

UNIFORM CHART OF ACCOUNTS - State mandated financial reporting format for governments. See "Chart of Accounts"

-The following is an abbreviated list of the Acronyms used in this budget:

ACE - Action Code Enforcement

ACLS - Advanced Cardiac Life Support

ADA - Americans with Disabilities Act

ADT - Average Daily Traffic

AED - Automatic External Defibrillator

AFIS - Automated Fingerprint Identification System

AGA - Association of Government Accountants

ARC - Atlanta Regional Commission

ASCAP - American Society of Cultural Arts Professionals

ASCE - American Society of Civil Engineers

ASE - Automotive Service Excellence

ATMS - Advanced Traffic Management System

AWWA - American Water Works Association

BEST - Building Excellence through Strategic Teams

BTA - Bulky Trash Amnesty Days

CAB - Cultural Arts Board

CABY - Cultural Arts Board Award Show

CAC - Cultural Arts Center

CAD - Computer Aided Dispatch

CAFR - Comprehensive Annual Financial Report

CALEA - Commission on Accreditation of Law Enforcement Agencies

CBRN - Chemical, Biological, Radiological, Nuclear

CC - Cost Center

CDBG - Community Development Block Grant

CFFP - Clean Fueled Fleet Program

CFS - Calls For Service

CIP - Capital Improvement Program

CORE - City of Roswell Enrichment Academy

CPPO - Certified Public Purchasing Officer

# Appendix

## Glossary, continued

CSU – Crime Suppression Unit  
CVB – Convention and Visitors Bureau

CWS – Community Waste Services

DCA - Georgia's Department of Community Affairs

DEA – Drug Enforcement Agency

DO – Detention Officer

EMT – Emergency Medical Technician

EPA – Environmental Protection Agency

EPD – Environmental Protection Division

ERP – Enterprise Resource Project

FATS – Fire Arms Training Simulator

FB – Fund Balance

FEMA – Federal Emergency Management Agency

FICA -Federal Insurance Contributions Act

FT/FTE – Full-Time Employee  
FY – Fiscal Year

GAWP – Georgia Association of Water Professionals

GCCMA – Georgia City County Managers Association

GCIC – Georgia Crime Information Center

GDOT – Georgia Department of Transportation

GF – General Fund

GFOA – Government Finance Officers Association

GGFOA – Georgia Government Finance Officers Association

GIS – Geographic Information Services

GMA – Georgia Municipal Association

GPS – Global Positioning System

GRTA – Georgia Regional Transportation Authority

HBR – Holcomb Bridge Road

HHW – Household Hazardous Waste

HIDTA – High Intensity Drug Trafficking Area Task Force

HOA – Home Owners Association

HVAC – Heating Ventilation and Cooling

ICC - International Code Congress

ICMA – International County Managers Association

ICS - Incident Command System

ISO – Insurance Services Office

IT – Information Technology

KRB – Keep Roswell Beautiful

LCI – Livable Centers Initiative

LEC – Law Enforcement Center

MAG – Management Advisory Group

MC – Maintenance Capital

MDT – Mobile Data Terminal

MGD – Million Gallons per Day

MNGWPD - Metropolitan North Georgia Water Planning District

NCIC – National Crime Information Center

NFCID – North Fulton Community Improvement District

NFPA – National Fire Protection Association

NIMS - National Incident Management System

NPI – National Purchasing Institute

NPDES - National Pollutant Discharge Elimination System

NRPA – National Recreation and Parks Association

NS – New Service

OSHA – Occupational Safety and Health Administration

OT – Overtime

# Appendix

## Glossary, continued

OTC – One Time Capital

PEPI – Paid Evidence Paid Information

PIMS – Project Information Management System

PM – Preventative Maintenance

POST – Peace Officer Standards and Training Council

PT – Part-Time

PW – Public Works

RAP – Roswell Area Park

RAPSTC – Roswell Alpharetta Public Safety Training Center

RCTV – Roswell City Television

RDOT – Roswell Department of Transportation

RO – Repair Order

ROW – Right-of-Way

SAFE - Safety Awareness For Everyone Team

SI – Cost of Service Increase

SIS – Special Investigations Section

SOU – Special Operations Unit

SR – State Route

SWAT - Special Weapons and Tactics

TDMA –Time Division Multiple Access

UPS – Uninterruptible Power Supply

