



# City of Roswell

**Approved Budget**  
FY2020



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Roswell  
Georgia**

For the Fiscal Year Beginning

**July 1, 2018**

*Christopher P. Morill*

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, 2018.

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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# Welcome



# City of Roswell, Georgia

## Elected Officials



Lori Henry  
Mayor



Marcelo Zapata,  
Post 1 Councilmember



Mike Palermo  
Post 2 Councilmember



Sean Groer,  
Post 3 Councilmember  
Mayor Pro Tem



Marie Willsey,  
Post 4 Councilmember



Matthew Tyser,  
Post 5 Councilmember



Matt Judy,  
Post 6 Councilmember

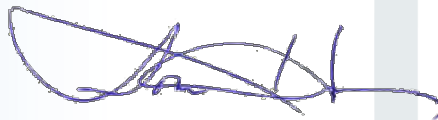
# Message from the Mayor

Roswell continues to thrive and be a vibrant, premiere city in North Fulton County. Along with staff and City Council, I am committed to continuing the tradition of providing our residents with a high level of service in a fiscally responsible manner. First, I want to report that the City of Roswell is in excellent financial shape. We hold a AAA bond rating from Moody's and Standard and Poor's, and we continue that fiscal responsibility in Roswell's FY2020 budget. We are presenting a balanced budget that allows us to continue providing a high level of service across all of our city operations.

Some of the highlights of the FY2020 budget include a merit-based raise for our employees, \$600,000 in saving through operational efficiencies and a re-direction of resources, and \$28.5 million for capital projects across the city. This coming fiscal year the City will be allocating \$16.9 million in TSPLOST funds for transportation projects. We will also be replacing the Willeo Road Bridge and investing in sidewalk connectivity. In addition to those projects, we have budgeted \$5.1 million for maintenance capital throughout the city and are providing funding for the Roswell River Park Master Plan and maintenance throughout our park system.

The City of Roswell has so much to offer our residents, business and visitors. We have the best Recreation System and Parks in the state, and we consistently rank as one of the safest places to live in the south. We have a vibrant historic, cultural & arts community that brings a unique atmosphere to our city. We are proud of Roswell and all it has to offer, and we want to make it an even better place to live, work and play in the coming year.

I want to thank you for choosing to live in Roswell and being a part of our community. I promise you we will continue to work hard every day to make Roswell the best place to live in Georgia.



Mayor Lori Henry

# Strategic Goals

In FY 2019, the City of Roswell approved funding for the development of a City-Wide Strategic Plan. There are two main phases to the strategic plan process; engagement and planning. The City is currently in the engagement phase of that plan development. The strategic plan is expected to be completed by the end of 2019.

As an interim step, the Mayor and Council met in April 2018 to establish priorities for the next 12-24 months. The Council was asked to consider where Roswell was today relative to the vision that they have for the organization and consider those things that must go well for the City to achieve that vision. The result was eight categories or Critical Success Factors.

## Critical Success Factors



*Accessible and Unique Parks and Natural Resources*



*Exceptional Livability*



*Effective Governance*



*Proactive Infrastructure and Asset Inventory*



*Diverse Economic Environment*



*Charming and Thriving Downtown*



*Collaborative, Innovative, and Nimble City Government*



*Sustainable Financial Strength*



# Financial Policies & Procedures

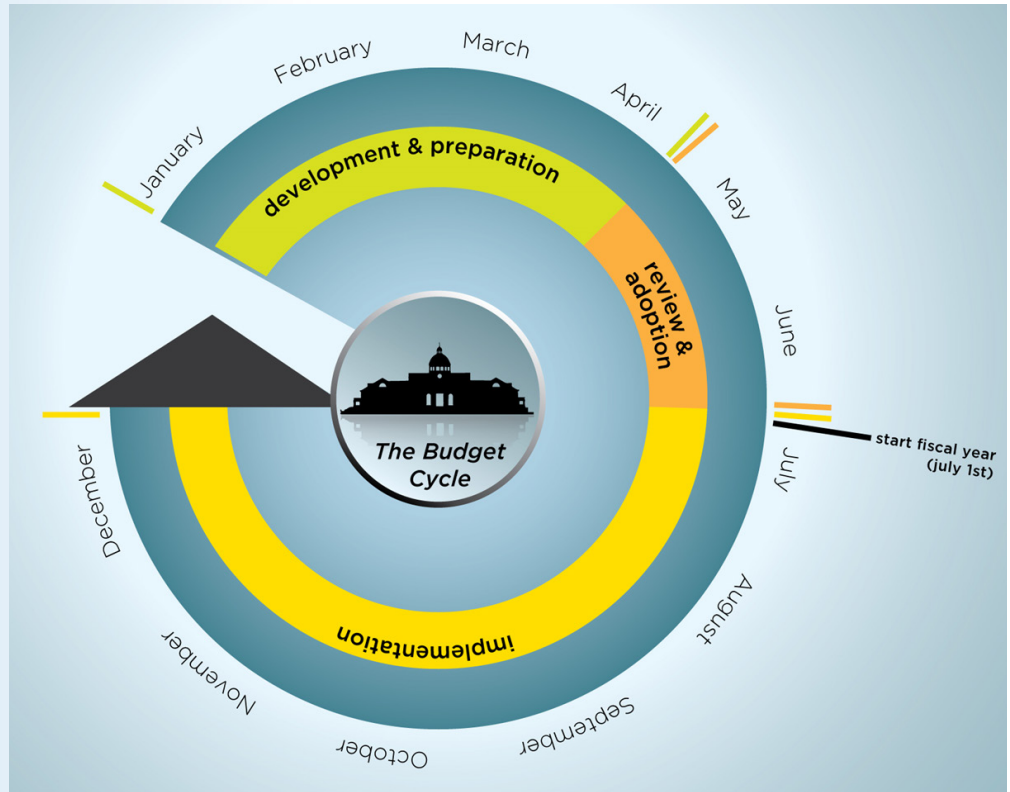
## Balanced Budget

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 are 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 three distinct phases: Development and Preparation, Review and Adoption, Implementation.

**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 Pro-

# FY 2020 Budget Calendar

**City Staff Meeting/City Staff Milestone Date**  
**Mayor & City Council Meetings**

JANUARY, 2019						
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		

1/7 Budget Kickoff for Staff

1/28 (5:30 p.m.) Mayor & City Council Work Session: Budget Calendar, Budget Principles & Five Year Forecast

FEBRUARY, 2019						
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		

2/4 (12:00 noon) Mayor & City Council Work Session: Priority Based Budgeting (PBB)

2/15 FY 2020 Budget Requests due from Departments

2/25 (5:30 p.m.) Mayor & City Council Work Session: Revenues/Fees & Personnel/Benefits

MARCH, 2019						
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						

3/11 (5:00 p.m.) Mayor & City Council Work Session: Maintenance Capital & One-Time Capital

3/25 (5:00 p.m.) Mayor & City Council Work Session: Partner Organization Presentations

APRIL, 2019						
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				

4/22 FY 2020 Proposed Budget presented to Council

MAY, 2019						
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	

5/1 (12:00 Noon) Mayor & City Council Work Session: FY 2020 Budget - Department Presentations

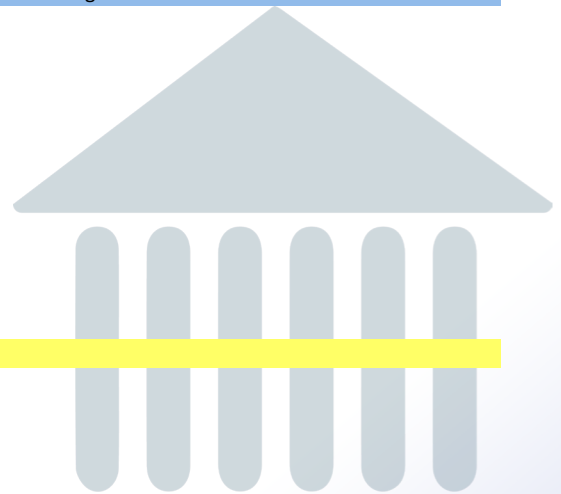
5/13 1st Reading of Budget Ordinance - Public Hearing

5/28 2nd Reading of Budget Ordinance - Public Hearing

JUNE, 2019						
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, 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6

7/1 FY 2020 begins



posed Budget which is presented to the City Council.

**Review and Adoption:** The City Council reviews the proposed budget, holds public hearings, and adopts the budget for the upcoming fiscal year.

**Implementation:** The City Administrator and the Office of Strategic Planning and Budgeting work throughout the year to implement and monitor the City's budget. Services, programs, and projects in the Approved Budget are carried out by City Departments.

Each month a budget report is submitted to the Administration, Finance, and Recreation & Parks committee to provide a status report on revenues and expenditures. Each quarter a Budget Initiative Progress report is submitted to the Administration, Finance, and Recreation & Parks committee to provide a status report on projects funded during the budget process. 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.

For the basis of budgetary purposes, revenues and expenditures are recognized on the modified accrual basis to in-

clude 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. 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 unsecured 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 budgeted 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 appropria-

tion 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 created. 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 funds.

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. Un-

der 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, interest 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 expenditures 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 gen-

erally 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: Leita Thompson 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, Hotel/Motel Revenue Fund, Auto Rental Excise Tax Fund, and Special Events 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

#### **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 three funds: Impact Fee Fund, TSPLOST, and Capital Projects Fund.

#### Major Revenues

- Transfers from other funds
- Impact Fees
- Sales Tax
- 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 cap-

ital 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
- 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 expenses 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 the 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 year end. 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 as-

sets 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 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. The Enterprise Funds shall have revenues budgeted in excess of expenditures and no more than 90% of unrestricted fund balance may be used. The stabilization fund will only be used to:

- Strengthen the City's position in response to self-insurance,
- Provide funds in the event of 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 budgeting excess revenues and controlling the use of unrestricted net position. 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 short-

falls 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 ensure 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 \$75,000 or less. These procedures determine the thresholds at which the number and type of quotes are required. Purchases with an anticipated amount of \$75,000 or over require sealed bids or proposals.

The City has a partially decentralized purchasing process. Departments are allowed to make purchases for items under \$2,500. For items between \$2,500 and \$25,000 the departments can obtain quotes. Quotes on items between \$25,000





and \$75,000 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 1.6% 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 in 2014 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 2019 Approved Budget, the City's annual debt service payment of \$1,638,338 is 2.4% 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 CAFR information available, the per capita outstanding debt is \$359, also below the \$2,000 threshold characterized by S&P as "moderate."



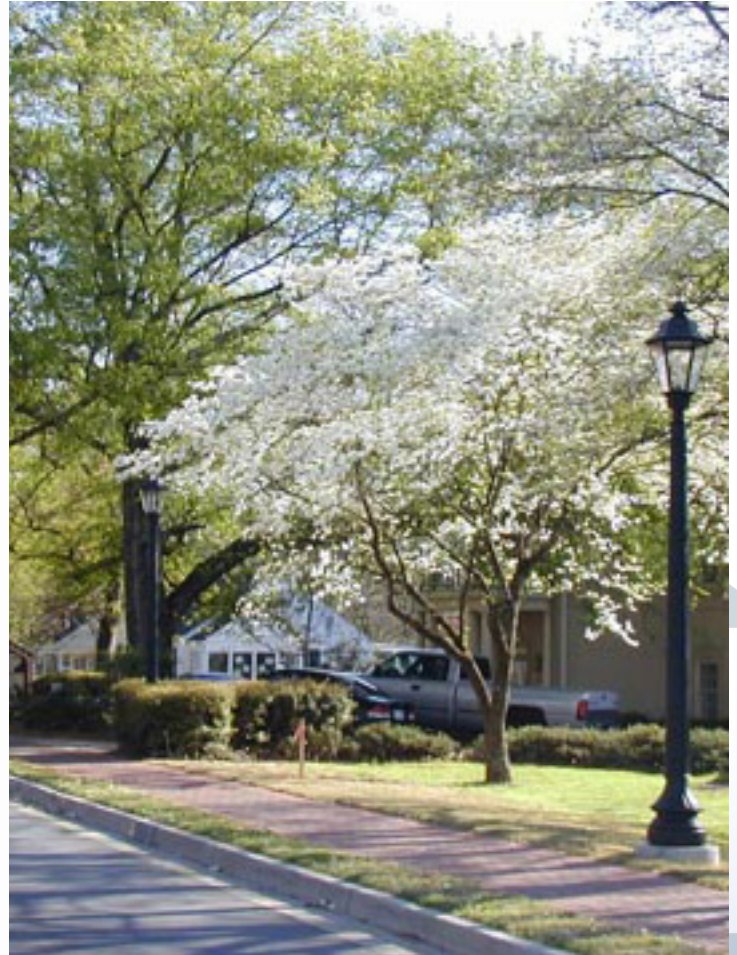
1 State of Georgia Constitution, Article IX, Section V



# All Funds Summary

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

This section includes an All Funds Summary, City Fund Structure, 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 Personnel changes.



# FY 2020 Approved Budget - "Schedule A"

General/Special Revenue Funds												
FY 2020 Estimated Beginning Available Fund Balance:	\$21,205,278	\$450,869	\$549,976	\$19,706	\$404,281	\$225,000	\$0	\$139,241	\$35,306	\$0	\$37,418	\$1,390,594
Source of Funds Revenues	General Fund	Confiscated Assets Fund	E-911 Fund	Soil Erosion Fund	Tree Bank Fund	Auto Rental Excise Tax Fund	Special Events Fund	Leita Thompson Fund	Scholarship Fund	CDBG Grant Funds	Hotel / Motel Fund	Solid Waste Fund
Property Tax	\$26,244,003											
Sales Tax	\$25,898,173											
Business Taxes	\$15,968,460					\$250,000					\$1,500,000	
Licenses & Permits	\$2,570,000			\$13,000								
Intergovernmental	\$241,505								\$466,485			
Charges for Service - External	\$563,355	\$30,000	\$2,230,000				\$61,000					\$10,948,490
Charges for Service - Internal	\$2,439,749											
Fines & Forfeitures	\$1,440,000											
Interest Income	\$500,000											\$30,800
Miscellaneous Revenues	\$342,000				\$40,000		\$78,500	\$98,820				
Transfers In	\$908,251											\$32,000
Employee Contribution	\$0											
Employer Contribution	\$0											
<b>Total Revenues</b>	<b>\$77,115,496</b>	<b>\$30,000</b>	<b>\$2,230,000</b>	<b>\$13,000</b>	<b>\$40,000</b>	<b>\$250,000</b>	<b>\$139,500</b>	<b>\$98,820</b>	<b>\$0</b>	<b>\$466,485</b>	<b>\$1,500,000</b>	<b>\$11,011,290</b>
Budgeted Use of Reserves	\$3,223,550	\$202,734	\$540,830			\$225,000		\$10,440	\$50			\$308,269
<b>Total Source of Funds</b>	<b>\$80,339,046</b>	<b>\$232,734</b>	<b>\$2,770,830</b>	<b>\$13,000</b>	<b>\$40,000</b>	<b>\$475,000</b>	<b>\$139,500</b>	<b>\$109,260</b>	<b>\$50</b>	<b>\$466,485</b>	<b>\$1,500,000</b>	<b>\$11,319,559</b>
General/Special Revenue Funds												
Use of Funds Expenditures	General Fund	Confiscated Assets Fund	E - 911 Fund	Soil Erosion Fund	Tree Bank Fund	Auto Rental Excise Tax Fund	Special Events Fund	Leita Thompson Fund	Scholarship Fund	CDBG Grant Funds	Hotel / Motel Fund	Solid Waste Fund
Administration	\$11,221,087						\$115,445			\$26,000	\$6,200	
Community Development	\$3,988,664											
Environmental/ Public Works	\$0											\$11,319,559
Finance	\$3,215,753											
Fire	\$11,178,709											
Police	\$20,018,863	\$232,734	\$2,770,830									
Recreation and Parks	\$12,759,277							\$109,260	\$50			
Transportation	\$8,286,183											
City-Wide Costs	\$2,243,405					\$475,000					\$1,200,000	
Transfer to Capital	\$7,427,105										\$250,000	
<b>Total Use of Funds</b>	<b>\$80,339,046</b>	<b>\$232,734</b>	<b>\$2,770,830</b>	<b>\$0</b>	<b>\$0</b>	<b>\$475,000</b>	<b>\$115,445</b>	<b>\$109,260</b>	<b>\$50</b>	<b>\$26,000</b>	<b>\$1,456,200</b>	<b>\$11,319,559</b>
<b>Excess (Deficiency) of revenues vs expenditures</b>	<b>(\$3,223,550)</b>	<b>(\$202,734)</b>	<b>(\$540,830)</b>	<b>\$13,000</b>	<b>\$40,000</b>	<b>(\$225,000)</b>	<b>\$24,055</b>	<b>(\$10,440)</b>	<b>(\$50)</b>	<b>\$440,485</b>	<b>\$43,800</b>	<b>(\$308,269)</b>
<b>FY 2020 Fund Balance Reserve by Policy:</b>	<b>\$17,981,728</b>											<b>\$622,445</b>
<b>FY 2020 Est. End Fund Balance Available over Reserve by Policy:</b>	<b>\$0</b>	<b>\$248,135</b>	<b>\$9,146</b>	<b>\$32,706</b>	<b>\$444,281</b>	<b>\$0</b>	<b>\$24,055</b>	<b>\$128,801</b>	<b>\$35,256</b>	<b>\$440,485</b>	<b>\$81,218</b>	<b>\$459,880</b>
<b>FY 2020 Total Estimated Ending Fund Balance:</b>	<b>\$17,981,728</b>	<b>\$248,135</b>	<b>\$9,146</b>	<b>\$32,706</b>	<b>\$444,281</b>	<b>\$0</b>	<b>\$24,055</b>	<b>\$128,801</b>	<b>\$35,256</b>	<b>\$440,485</b>	<b>\$81,218</b>	<b>\$1,082,325</b>
General/Special Revenue Funds												

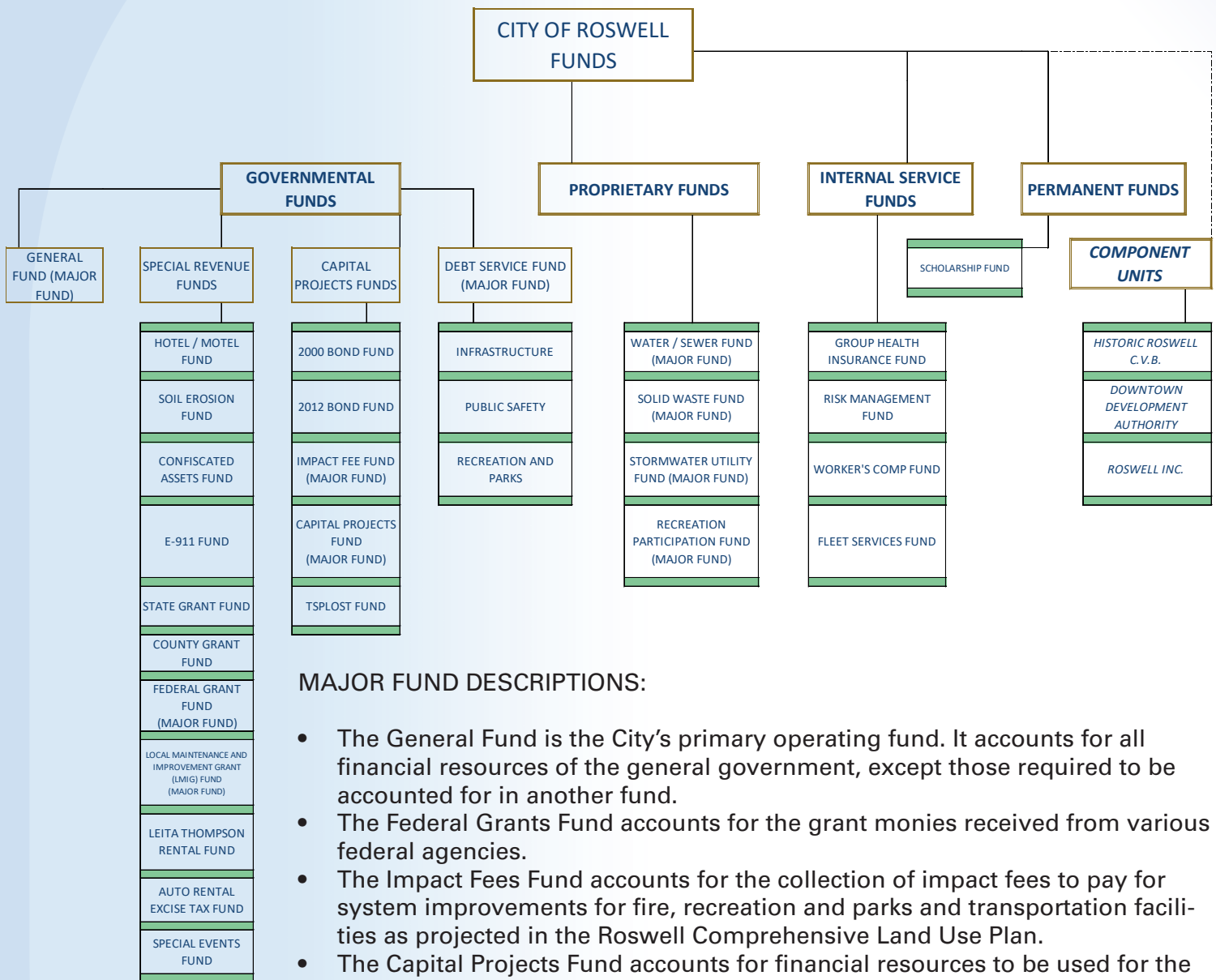
Enterprise Funds			Internal Service Funds				Capital Project Funds			Debt Service Fund	Totals	
\$1,199,810	\$704,933	\$1,149,583	\$1,500,439	\$313,422	\$114,448	\$15,000	\$109,479	\$1,685,000	\$1,924,249	\$2,214,299	<b>\$35,388,332</b>	FY 2020 Estimated Beginning Available Fund Balance:
Water and Sewer Fund	Stormwater Utility Fund	Recreation Participation and Special	Group Benefits Fund	Risk / Liability Fund	Worker's Comp Fund	Fleet Services Fund	Impact Fee Fund	Capital Project Fund	TSPLOST Fund	Debt Service Fund	<b>Total Revenues</b>	<b>Source of Funds Revenues</b>
											\$27,805,384	Property Tax
											\$42,544,173	Sales Tax
											\$17,718,460	Business Taxes
											\$2,583,000	Licenses & Permits
											\$707,990	Intergovernmental
\$4,257,655	\$3,289,020	\$5,493,000					\$2,400,779				\$29,273,299	Charges for Service - External
				\$1,478,380		\$2,946,228					\$6,864,357	Charges for Service - Internal
\$24,343	\$16,200	\$33,299	\$50,000		\$13,088			\$213,455			\$1,440,000	Fines & Forfeitures
			\$275,000								\$881,185	Interest Income
					\$838,339			\$7,677,105			\$834,320	Miscellaneous Revenues
			\$872,804								\$9,455,695	Transfers In
			\$7,975,420								\$872,804	Employee Contribution
											\$7,975,420	Employer Contribution
<b>\$4,281,998</b>	<b>\$3,305,220</b>	<b>\$5,526,299</b>	<b>\$9,173,224</b>	<b>\$1,478,380</b>	<b>\$851,427</b>	<b>\$2,946,228</b>	<b>\$2,400,779</b>	<b>\$7,890,560</b>	<b>\$16,646,000</b>	<b>\$1,561,381</b>	<b>\$148,956,087</b>	<b>Total Revenues</b>
	\$120,195	\$288,879	\$57,479			\$12,846		\$1,471,545	\$280,000	\$98,619	\$6,840,436	Budgeted Use of Reserves
<b>\$4,281,998</b>	<b>\$3,425,415</b>	<b>\$5,815,178</b>	<b>\$9,230,703</b>	<b>\$1,478,380</b>	<b>\$851,427</b>	<b>\$2,959,074</b>	<b>\$2,400,779</b>	<b>\$9,362,105</b>	<b>\$16,926,000</b>	<b>\$1,660,000</b>	<b>\$155,796,523</b>	<b>Total Source of Funds</b>

Enterprise Funds			Internal Service Funds				Capital Project Funds			Debt Service Fund	Total Expenditures	Use of Funds Expenditures
Water and Sewer Fund	Stormwater Utility Fund	Participation and Special Events Fund	Group Benefits Fund	Risk / Liability Fund	Worker's Comp Fund	Fleet Services Fund	Impact Fee Fund	Capital Project Fund	TSPLOST Fund	Debt Service Fund	\$24,996,223	Administration
			\$9,230,703	\$1,407,619	\$840,210		\$2,148,959				\$4,738,664	Community Development
\$3,887,404	\$3,425,415					\$2,959,074	\$750,000				\$21,591,452	Environmental/ Public Works
							\$0			\$1,660,000	\$4,875,753	Finance
							\$614,902				\$11,793,611	Fire
							\$10,000				\$23,032,427	Police
	\$5,815,178						\$1,575,800				\$20,259,565	Recreation and Parks
							\$7,000	\$4,062,444	\$16,926,000		\$29,281,627	Transportation
							\$200,000				\$4,118,405	City-Wide Costs
											\$7,677,105	Transfer to Capital
<b>\$3,887,404</b>	<b>\$3,425,415</b>	<b>\$5,815,178</b>	<b>\$9,230,703</b>	<b>\$1,407,619</b>	<b>\$840,210</b>	<b>\$2,959,074</b>	<b>\$7,000</b>	<b>\$9,362,105</b>	<b>\$16,926,000</b>	<b>\$1,660,000</b>	<b>\$152,364,832</b>	<b>Total Use of Funds</b>

\$394,594	(\$120,195)	(\$288,879)	(\$57,479)	\$70,761	\$11,217	(\$12,846)	\$2,393,779	(\$1,471,545)	(\$280,000)	(\$98,619)	Excess (Deficiency) of revenues vs expenditures	
\$214,178	\$165,633	\$153,378	\$1,442,960								\$20,580,322	FY 2020 Fund Balance Reserve by Policy:
\$1,380,226	\$419,105	\$707,326	\$0	\$384,183	\$125,665	\$2,154	\$2,503,258	\$213,455	\$1,644,249	\$2,115,680	\$11,399,265	FY 2020 Est. End Fund Balance Available over Reserve by Policy:
\$1,594,404	\$584,738	\$860,704	\$1,442,960	\$384,183	\$125,665	\$2,154	\$2,503,258	\$213,455	\$1,644,249	\$2,115,680	\$31,979,587	FY 2020 Total Estimated Ending Available Fund Balance:

Enterprise Funds			Internal Service Funds				Capital Project Funds			Debt Service Fund	Totals	
City of Roswell											17	FY 2020 Approved Budget

# 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.
- The T-SPLOST Fund accounts for the money received from the .75 percent tax approved by citizens in the referendum held in November, 2016.

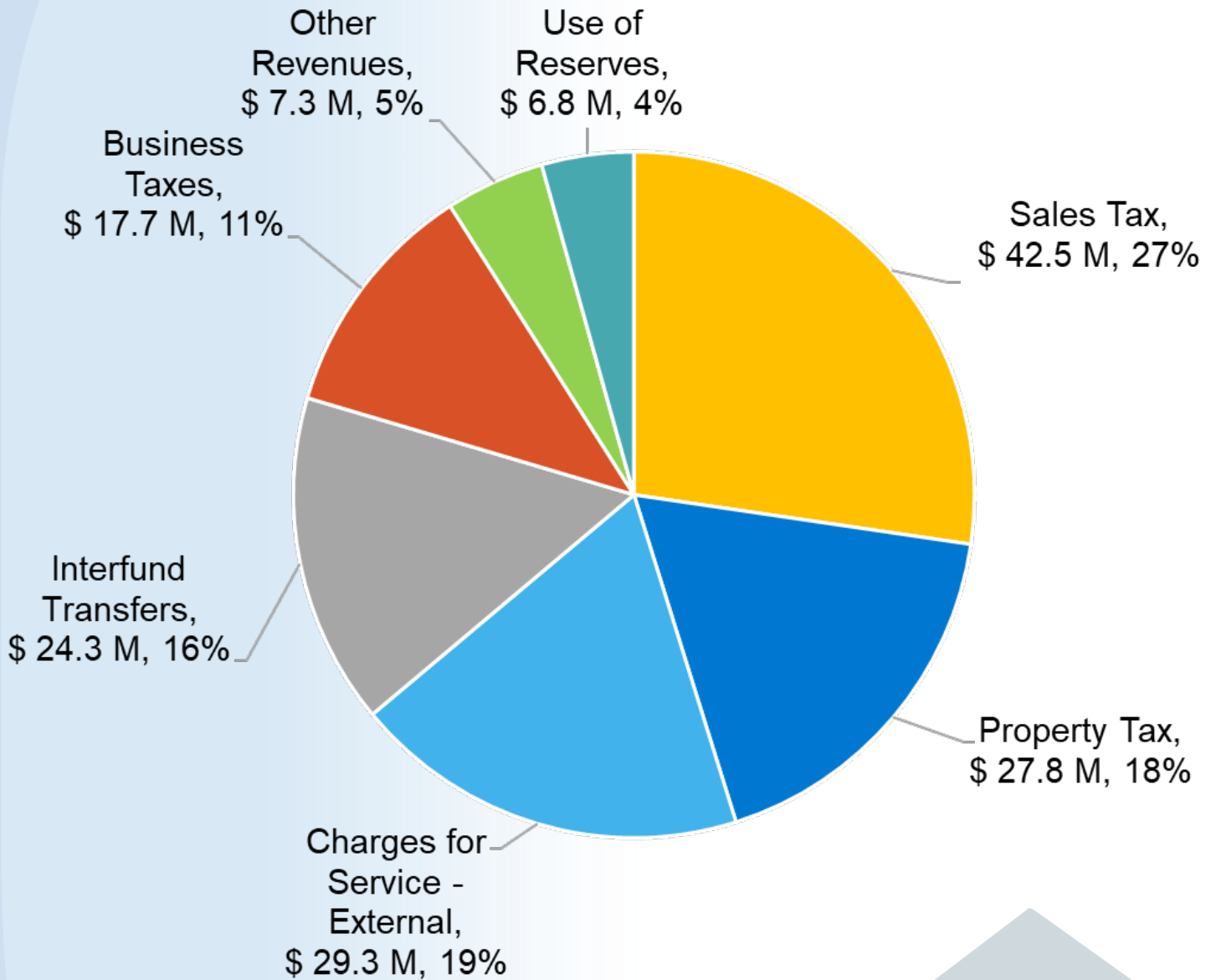
## City Wide Revenue and Expenditure History

Source of Funds History	FY 2018	FY 2019	FY 2019	FY 2020
	Actual	Approved	Amended	Approved
	Revenues	Budget	Budget	Budget
Property Tax	\$27,636,813	\$28,156,775	\$28,156,775	\$27,805,384
Sales Tax	\$40,374,520	\$40,140,000	\$40,140,000	\$42,544,173
Business Taxes	\$15,897,429	\$16,598,027	\$16,929,577	\$17,718,460
Licenses & Permits	\$2,159,517	\$2,352,500	\$2,352,500	\$2,583,000
Intergovernmental	\$4,702,702	\$531,324	\$9,799,235	\$707,990
Charges for Service	\$29,446,725	\$33,699,340	\$33,317,190	\$36,137,656
Fines & Forfeitures	\$1,985,862	\$1,605,000	\$1,605,000	\$1,440,000
Interest Income	\$33,093	\$893,093	\$893,093	\$881,185
Miscellaneous Revenues	\$22,021,148	\$5,629,940	\$9,002,103	\$10,290,015
Employee Contribution	\$734,671	\$793,137	\$793,137	\$872,804
Employer Contribution	\$7,052,090	\$7,926,189	\$7,926,189	\$7,975,420
Lease Proceeds	\$1,179,032	\$0	\$0	\$0
<b>Current Year Revenues</b>	<b>\$153,223,602</b>	<b>\$138,325,325</b>	<b>\$150,914,799</b>	<b>\$148,956,087</b>
Budgeted Use of Reserves		\$9,643,963		\$6,840,436
<b>Total Sources of Funds</b>	<b>\$153,223,602</b>	<b>\$147,969,288</b>	<b>\$150,914,799</b>	<b>\$155,796,523</b>

Use of Funds History	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	FY 2020
	Actual	Approved	Amended	Proposed	Proposed	Approved
	Expenses	Budget	Budget	Base	Changes	Budget
100 - General Fund	\$72,742,099	\$134,376,729	\$76,947,570	\$68,874,924	\$10,146,977	\$80,339,046
210 - Confiscated Assets Fund	\$487,167	\$529,478	\$686,902	\$211,828	\$5,000	\$232,734
215 - E-911 Fund	\$2,551,157	\$6,518,947	\$2,965,290	\$2,791,217	\$146,136	\$2,770,830
221 - Federal Grant Fund	\$3,134,758	\$0	\$4,238,230	\$0	\$0	\$0
222 - County/Local Grant Fund	\$3,000	\$0	\$3,000	\$0	\$0	\$0
224 - Amer Rec & Reinvest Act 2009	\$1,444	\$0	\$0	\$0	\$0	\$0
225 - CDBG Grant	\$548,633	\$26,000	\$681,066	\$26,000	\$0	\$26,000
230 - Impact Fees Fund	\$1,815,981	\$500,000	\$2,035,034	\$0	\$0	\$7,000
240 - Soil and Erosion Control	\$0	\$90,000	\$190,000	\$0	\$0	\$0
245 - Tree Bank Fund	\$59,996	\$0	\$218,195	\$0	\$0	\$0
275 - Hotel/Motel Fund	\$1,672,476	\$2,205,472	\$1,104,936	\$4,400	\$1,450,000	\$1,456,200
280 - Motor Vehicle Excise Tax Fund	\$0	\$0	\$0	\$0	\$475,000	\$475,000
290 - Leita Thompson Fund	\$141,849	\$107,260	\$107,260	\$107,260	\$0	\$109,260
291 - Special Events Fund	\$0	\$0	\$47,276	\$0	\$0	\$115,445
311 - 2000 Bond Fund (Cap Proj)	\$412,070	\$0	\$1,281,111	\$0	\$0	\$0
312 - 2013 Bonds	\$66,452	\$0	\$1,608	\$0	\$0	\$0
313 - 2014 Bonds	\$282,021	\$0	\$359,903	\$0	\$0	\$0
335 - LMIG Resurfacing Grant	\$500,718	\$0	\$2,709,548	\$0	\$0	\$0
336 - TSPLOST Projects	\$4,883,412	\$30,000,000	\$28,218,712	\$0	\$16,926,000	\$16,926,000
350 - Capital Projects	\$19,179,100	\$14,213,984	\$23,163,075	\$0	\$9,362,105	\$9,362,105
410 - Bond Fund (Debt Service)	\$1,635,698	\$1,650,000	\$1,650,000	\$1,650,000	\$0	\$1,660,000
505 - Water and Sewer Fund	\$4,134,541	\$4,748,073	\$4,832,751	\$3,276,097	\$594,364	\$3,887,404
507 - Stormwater Utility Fund	\$2,466,199	\$4,790,653	\$4,091,580	\$2,412,198	\$1,026,589	\$3,425,415
540 - Solid Waste Fund	\$10,319,726	\$16,962,841	\$13,936,101	\$10,294,224	\$517,750	\$11,319,559
555 - Participant Recreation Fund	\$5,427,070	\$6,207,688	\$6,099,152	\$5,808,711	\$82,426	\$5,815,178
601 - Workers' Compensation Fund	\$1,463,709	\$900,371	\$838,116	\$838,116	\$1,871	\$840,210
602 - Group Health Insurance Fund	\$9,483,778	\$9,101,471	\$9,351,974	\$8,974,352	\$2,266	\$9,230,703
603 - Risk Management Fund	\$1,271,651	\$2,551,495	\$1,673,209	\$1,481,059	\$34,278	\$1,407,619
604 - Fleet Services Fund	\$1,749,032	\$5,757,266	\$1,684,106	\$1,651,755	\$155,277	\$2,959,074
771 - Scholarship Endowment Fund	\$0	\$50	\$50	\$50	\$0	\$50
<b>Total Use of Funds</b>	<b>\$146,433,737</b>	<b>\$241,237,778</b>	<b>\$189,115,755</b>	<b>\$108,402,191</b>	<b>\$40,926,039</b>	<b>\$152,364,832</b>

# FY 2020 Source of Funds (\$ 155.8 M)

(in millions)





# FY 2020 Source of Funds by Account

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>311100</b> Real Property - Current Year	\$24,029,763	\$24,674,569	\$24,674,569	\$24,300,789
<b>311110</b> Public Utility	\$218,122	\$234,387	\$234,387	\$215,238
<b>311200</b> Real Property - Prior	(\$29,414)	\$10,000	\$10,000	\$0
<b>311300</b> Personal Property - Current	\$916,929	\$912,819	\$912,819	\$817,357
<b>311305</b> Personal Property - Prior	(\$6,869)	\$0	\$0	\$0
<b>311310</b> Motor Vehicle	\$291,107	\$275,000	\$275,000	\$170,000
<b>311315</b> Title Ad Valorem Tax (Vehicle)	\$1,411,292	\$1,400,000	\$1,400,000	\$1,500,000
<b>311340</b> Intangibles (Reg & Recrd)	\$519,890	\$400,000	\$400,000	\$500,000
<b>311600</b> Real Estate Trans (intang)	\$178,447	\$145,000	\$145,000	\$200,000
<b>319110</b> Property - Penalty & Interest - Real	\$107,546	\$105,000	\$105,000	\$102,000
<b>Property Tax Total</b>	<b>\$27,636,813</b>	<b>\$28,156,775</b>	<b>\$28,156,775</b>	<b>\$27,805,384</b>
<b>313100</b> Local Option Sales Tax	\$24,416,690	\$24,240,000	\$24,240,000	\$25,898,173
<b>313200</b> TSPLOST	\$15,957,830	\$15,900,000	\$15,900,000	\$16,646,000
<b>Sales Tax Total</b>	<b>\$40,374,520</b>	<b>\$40,140,000</b>	<b>\$40,140,000</b>	<b>\$42,544,173</b>
<b>311710</b> Electric Franchise Taxes	\$3,643,834	\$3,650,000	\$3,650,000	\$3,828,460
<b>311730</b> Gas Franchise Taxes	\$684,641	\$670,000	\$670,000	\$670,000
<b>311750</b> TV Cable Franchise Taxes	\$1,193,750	\$900,000	\$900,000	\$1,150,000
<b>311760</b> Telephone Franchise Taxes	\$182,425	\$375,000	\$375,000	\$375,000
<b>314101</b> Hotel/Motel Tax : Trails 16.67%	\$174,172	\$194,710	\$194,710	\$0
<b>314102</b> Hotel/Motel Tax : General 40.00%	\$417,928	\$467,211	\$467,211	\$0
<b>314103</b> Hotel/Motel Tax : Tourism 43.33%	\$452,721	\$506,106	\$506,106	\$0
<b>314104</b> Hotel/Motel Tax : Unrestricted 37.50%	\$0	\$0	\$0	\$562,500
<b>314105</b> Hotel/Motel Tax : TCT 43.75%	\$0	\$0	\$0	\$656,250
<b>314106</b> Hotel/Motel Tax : TPD 18.75%	\$0	\$0	\$0	\$281,250
<b>314200</b> Alcoholic Beverage Excise Tax	\$1,034,231	\$1,015,000	\$1,015,000	\$1,020,000
<b>314300</b> Local Option Mixed Drink Excise Tax	\$375,703	\$350,000	\$350,000	\$375,000
<b>314400</b> Auto Rental Excise Tax	\$0	\$75,000	\$75,000	\$250,000
<b>314900</b> Excise Tax - Other	\$125	\$0	\$0	\$0
<b>316100</b> Business & Occupation Tax	(\$18,059)	\$2,100,000	\$0	\$0
<b>316101</b> Business & Occupation Tax	\$1,576,321	\$0	\$2,100,000	\$1,750,000
<b>316102</b> Insurance Occupation Tax	\$101,115	\$95,000	\$95,000	\$100,000
<b>316200</b> Insurance Premium Tax	\$5,870,963	\$6,000,000	\$6,331,550	\$6,500,000
<b>316300</b> Financial Institution Tax	\$207,559	\$200,000	\$200,000	\$200,000
<b>Business Taxes Total</b>	<b>\$15,897,429</b>	<b>\$16,598,027</b>	<b>\$16,929,577</b>	<b>\$17,718,460</b>
<b>321110</b> Alcohol, Beer, Wine License	\$643,424	\$625,000	\$625,000	\$650,000
<b>321130</b> Liquor Pouring License	\$30,100	\$30,000	\$30,000	\$30,000
<b>321140</b> Bar Cards (Liquor Handling License)	\$6,990	\$7,500	\$7,500	\$7,500
<b>321220</b> Insurance	\$150	\$0	\$0	\$0
<b>321292</b> Solicitor Fees	\$1,425	\$0	\$0	\$1,500
<b>321295</b> Precious Metal Dealer Fee	\$2,850	\$2,000	\$2,000	\$2,500
<b>322210</b> Zoning And Land Use	\$59,060	\$55,000	\$55,000	\$55,000
<b>322230</b> Sign Permits	\$18,500	\$20,000	\$20,000	\$20,000
<b>322240</b> Small Cell Technology Permit	\$1,000	\$0	\$0	\$1,500
<b>322905</b> Photo and Film Fees	\$21,782	\$20,000	\$20,000	\$22,000
<b>322991</b> Special Events Fee	\$3,375	\$5,000	\$5,000	\$5,000
<b>322994</b> Personal transp veh fee	\$375	\$0	\$0	\$0
<b>322995</b> Fireworks Permits	\$500	\$0	\$0	\$0
<b>323120</b> Building & Inspection Fees	\$1,207,136	\$1,400,000	\$1,400,000	\$1,600,000
<b>323190</b> Soil Erosion Fees	\$10,500	\$10,000	\$10,000	\$10,000
<b>323902</b> Grading Permits	\$149,535	\$175,000	\$175,000	\$175,000
<b>323903</b> Soil Erosion Grading Permit	\$2,815	\$3,000	\$3,000	\$3,000
<b>Licenses &amp; Permits Total</b>	<b>\$2,159,517</b>	<b>\$2,352,500</b>	<b>\$2,352,500</b>	<b>\$2,583,000</b>
<b>331360</b> Administration Federal Grants	\$101,602	\$0	\$135,627	\$0
<b>331362</b> Community Development Federal Grants	\$15,297	\$0	\$1,752	\$0
<b>331363</b> Rec & Parks Federal Grants	\$179,892	\$0	\$1,758,188	\$0
<b>331365</b> Police Federal Grants	\$20,945	\$0	\$36,976	\$0
<b>331366</b> Env & PW Federal Grants	\$224,699	\$0	\$51,209	\$0

# FY 2020 Source of Funds by Account (continued)

	FY 2018 Actual Revenue	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
331367 Trans Federal Grants	\$1,741,291	\$0	\$2,886,149	\$0
331368 Match - Federal Grants	\$210,840	\$0	\$212,729	\$0
331369 CDBG Revenue	\$496,350	\$307,545	\$774,030	\$466,485
333100 Housing Authority	\$14,126	\$0	\$0	\$14,000
334367 Trans State Grants	\$973,930	\$0	\$891,501	\$0
336010 Alpharetta Fire Payments	\$108,870	\$163,779	\$168,181	\$162,505
336011 Intergovernmental	\$63,300	\$60,000	\$60,000	\$65,000
336013 Intergov - Sandy Springs	\$0	\$0	\$1,000,000	\$0
336015 Intergov - Fulton Co	\$546,912	\$0	\$1,744,165	\$0
336106 Police County/Local Grants	\$3,000	\$0	\$3,000	\$0
336108 Trans County/Local Grants	\$1,648	\$0	\$7,228	\$0
337300 Fulton Co. Shared Rev	\$0	\$0	\$68,500	\$0
<b>Intergovernmental Total</b>	<b>\$4,702,702</b>	<b>\$531,324</b>	<b>\$9,799,235</b>	<b>\$707,990</b>
341200 Recording Fees	\$286	\$0	\$0	\$0
341323 Recreation Impact Fees	\$94,074	\$331,619	\$378,313	\$330,279
341324 Trans Impact Fees	\$242,644	\$1,831,664	\$2,485,961	\$1,470,849
341325 Public Safety Impact Fees	\$157,455	\$622,767	\$740,925	\$599,651
341400 Printing And Duplication Fees	\$458	\$500	\$500	\$500
341426 3% Admin Impact Fees	\$13,205	\$75,271	\$87,967	\$15,000
341701 Indirect Cost Confiscated Asset Fund	\$22,892	\$20,876	\$20,876	\$39,824
341702 Indirect Cost E911	\$224,319	\$244,697	\$244,697	\$292,679
341703 Indirect Cost Water Fund	\$314,440	\$336,533	\$336,533	\$358,891
341704 Indirect Cost Solid Waste	\$971,679	\$1,038,121	\$1,038,121	\$1,049,858
341706 Indirect Cost Stormwater	\$512,843	\$583,514	\$583,514	\$572,206
341707 Indirect Cost Garage	\$65,523	\$69,474	\$69,474	\$126,291
341750 Fleet Service Charges	\$1,695,090	\$3,194,836	\$1,819,836	\$2,946,228
341805 Risk Claims Payments	\$1,049,999	\$1,112,000	\$1,112,000	\$1,478,380
341905 Other/Misc. Fees	\$22,123	\$40,000	\$140,005	\$40,000
341910 Election Qualify Fees	\$13,560	\$0	\$0	\$0
341915 Charging Station Fees	\$796	\$0	\$0	\$0
342101 Special Police Ser- Ot	\$34,378	\$25,000	\$25,000	\$30,000
342120 Accident Reports	\$13,391	\$10,000	\$10,000	\$10,000
342140 Exspungement Fees	\$775	\$1,000	\$1,000	\$0
342210 Fire Alarm Fees	\$3,350	\$3,000	\$3,000	\$4,000
342310 Fingerprinting Fees	\$14,720	\$10,000	\$10,000	\$10,000
342500 E911 Charges	\$0	\$2,030,000	\$2,030,000	\$2,230,000
342501 E-911 Charges - Landlines	\$413,312	\$0	\$0	\$0
342502 E-911 Charges - Wireless	\$1,346,981	\$0	\$0	\$0
342503 E-911 Charges - VOIP	\$201,642	\$0	\$0	\$0
342920 Mountain Park	\$33,855	\$34,000	\$34,000	\$33,855
342925 Rapstc Training	\$12,322	\$1,000	\$1,000	\$10,000
343210 Lake Charles - Spec Assess	\$25,010	\$17,000	\$17,000	\$25,000
344111 Residential Refuse Collect	\$5,629,036	\$5,610,550	\$5,610,550	\$7,036,694
344112 Commercial Refuse Collect	\$3,189,799	\$3,200,000	\$3,200,000	\$3,630,296
344115 Utility Billing Lien Revenue	\$594	\$0	\$0	\$0
344160 Solid Waste Recycling Fees	\$272,461	\$230,000	\$230,000	\$250,000
344162 Large Item Fees	\$40,193	\$30,000	\$30,000	\$30,000
344191 Dumpster Set Up Fees	\$1,710	\$1,500	\$1,500	\$1,500
344210 Water Charges	\$3,265,147	\$3,263,259	\$3,263,259	\$3,400,097
344215 Reconnect Fees	\$125	\$500	\$500	\$500
344216 Meter Fees	\$177,072	\$100,000	\$100,000	\$360,360
344217 Water Service Stop Fees	\$12,200	\$15,000	\$15,000	\$15,000
344218 Capacity Fees	\$30,000	\$0	\$0	\$0
344255 Sewerage Charges	\$300,504	\$250,000	\$250,000	\$321,698
344256 Sewer Permit Fees Admin	\$0	\$10,000	\$10,000	\$10,000
344261 Stormwater Utility	\$3,110,549	\$3,145,659	\$3,145,659	\$3,289,020
344700 Utility Bill Late Charges	\$189,538	\$150,000	\$150,000	\$150,000

# FY 2020 Source of Funds by Account (continued)

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
345410 Parking Charges	\$0	\$0	\$0	\$5,000
345610 Telecommunication Charges	\$309,527	\$325,000	\$325,000	\$300,000
346400 Background Check Fees	\$12,180	\$10,000	\$10,000	\$10,000
347201 Auditorium Rental Fees	\$90,863	\$100,000	\$100,000	\$100,000
347202 Other Rental Fees	\$530,333	\$560,000	\$560,000	\$525,000
347501 General Programs	\$510,454	\$560,000	\$560,000	\$568,000
347502 Special Events	(\$36,417)	\$0	\$61,000	\$61,000
347503 Athletics	\$1,549,317	\$1,550,000	\$1,550,000	\$1,550,000
347504 Tennis	\$291,805	\$300,000	\$300,000	\$340,000
347505 Swimming	\$198,352	\$200,000	\$200,000	\$200,000
347506 Gym & Physical Fitness	\$1,018,748	\$1,050,000	\$1,050,000	\$1,025,000
347507 Dance, Drama, & Music	\$345,019	\$375,000	\$375,000	\$330,000
347508 Arts & Crafts	\$244,498	\$240,000	\$240,000	\$250,000
347509 General Instruction Progs	\$211,487	\$275,000	\$275,000	\$250,000
347510 Rec & Parks Contributions	\$16,923	\$20,000	\$20,000	\$30,000
347512 Rec & Parks Miscellaneous	\$17,640	\$30,000	\$30,000	\$10,000
347513 Senior Adult Center	\$255,498	\$275,000	\$275,000	\$250,000
347514 Adult Aquatics Center	\$120,558	\$150,000	\$150,000	\$125,000
347905 Convenience Fee	\$39,405	\$40,000	\$40,000	\$40,000
349300 Bad Check Fees	\$360	\$0	\$0	\$0
349920 Vietnam Memorial Bricks	\$125	\$0	\$0	\$0
<b>Charges for Service Total</b>	<b>\$29,446,725</b>	<b>\$33,699,340</b>	<b>\$33,317,190</b>	<b>\$36,137,656</b>
351171 Municipal Court Fines	\$1,448,318	\$1,300,000	\$1,300,000	\$1,300,000
351172 Municipal Court Probation	\$51,069	\$60,000	\$60,000	\$45,000
351174 Munis Admin Fee	\$43,073	\$40,000	\$40,000	\$40,000
351175 Court Related - Other	\$10,738	\$25,000	\$25,000	\$15,000
351176 Diversion Fee	\$28,837	\$30,000	\$30,000	\$30,000
351177 School Bus Traffic Violation	\$17,540	\$25,000	\$25,000	\$10,000
351300 Confiscation	\$30,954	\$0	\$0	\$0
351310 D.E.A. Funds	\$355,333	\$125,000	\$125,000	\$0
<b>Fines &amp; Forfeitures Total</b>	<b>\$1,985,862</b>	<b>\$1,605,000</b>	<b>\$1,605,000</b>	<b>\$1,440,000</b>
361000 Interest Revenues	\$1,012,729	\$893,043	\$893,043	\$881,185
361010 Unrealized Invest Gains	(\$979,636)	\$0	\$0	\$0
361015 Bank Interest Earned	\$0	\$50	\$50	\$0
<b>Interest Income Total</b>	<b>\$33,093</b>	<b>\$893,093</b>	<b>\$893,093</b>	<b>\$881,185</b>
371004 Gas South Affinity Program	\$21,652	\$20,000	\$20,000	\$20,000
371005 Private Donations/contrib	\$90,565	\$0	\$457,000	\$0
371006 Special Events Sponsorships	\$0	\$0	\$78,500	\$78,500
381105 Rent Of Property	\$172,356	\$172,000	\$172,000	\$172,000
381110 Leita T. - Rent Income	\$96,223	\$90,000	\$90,000	\$98,820
383100 Reimbursement From Insura	\$2,253,238	\$250,000	\$250,000	\$250,000
389105 Tree Bank Funds	\$71,680	\$40,000	\$40,000	\$40,000
389400 Miscellaneous	(\$79)	\$0	\$0	\$0
389401 Miscellaneous	\$5,369	\$0	\$0	\$0
389999 Over And Short	(\$691)	\$0	\$0	\$0
391201 Operating Transfer In	\$1,657,222	\$861,083	\$894,230	\$1,771,590
391205 Hotel/Motel Interfund Transfer	\$343,000	\$0	\$0	\$0
391210 Transfer In for Fire Apparatus	\$1,179,032	\$0	\$1,276,097	\$0
391250 Capital Transfer In	\$9,215,980	\$4,096,857	\$5,594,776	\$7,677,105
391251 Capital Contribution	\$0	\$0	\$29,500	\$0
392100 Sale Of Assets	\$205,602	\$100,000	\$100,000	\$182,000
392300 Sale Of Abandoned Property	\$1,385	\$0	\$0	\$0
393000 Proceeds - Long-term Liability	\$6,708,614	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$22,021,148</b>	<b>\$5,629,940</b>	<b>\$9,002,103</b>	<b>\$10,290,015</b>
341826 Dental-Employee	\$0	\$145,516	\$0	\$0
341835 Group Health-Employee	\$524	\$0	\$0	\$0
389500 Employee Hc Contribution	\$734,147	\$647,621	\$793,137	\$872,804
<b>Employee Contribution Total</b>	<b>\$734,671</b>	<b>\$793,137</b>	<b>\$793,137</b>	<b>\$872,804</b>

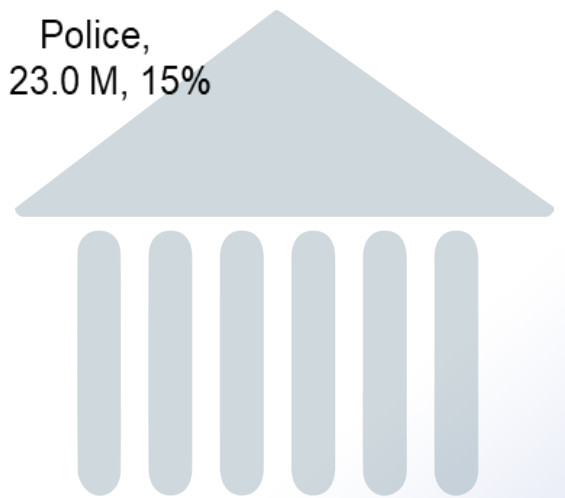
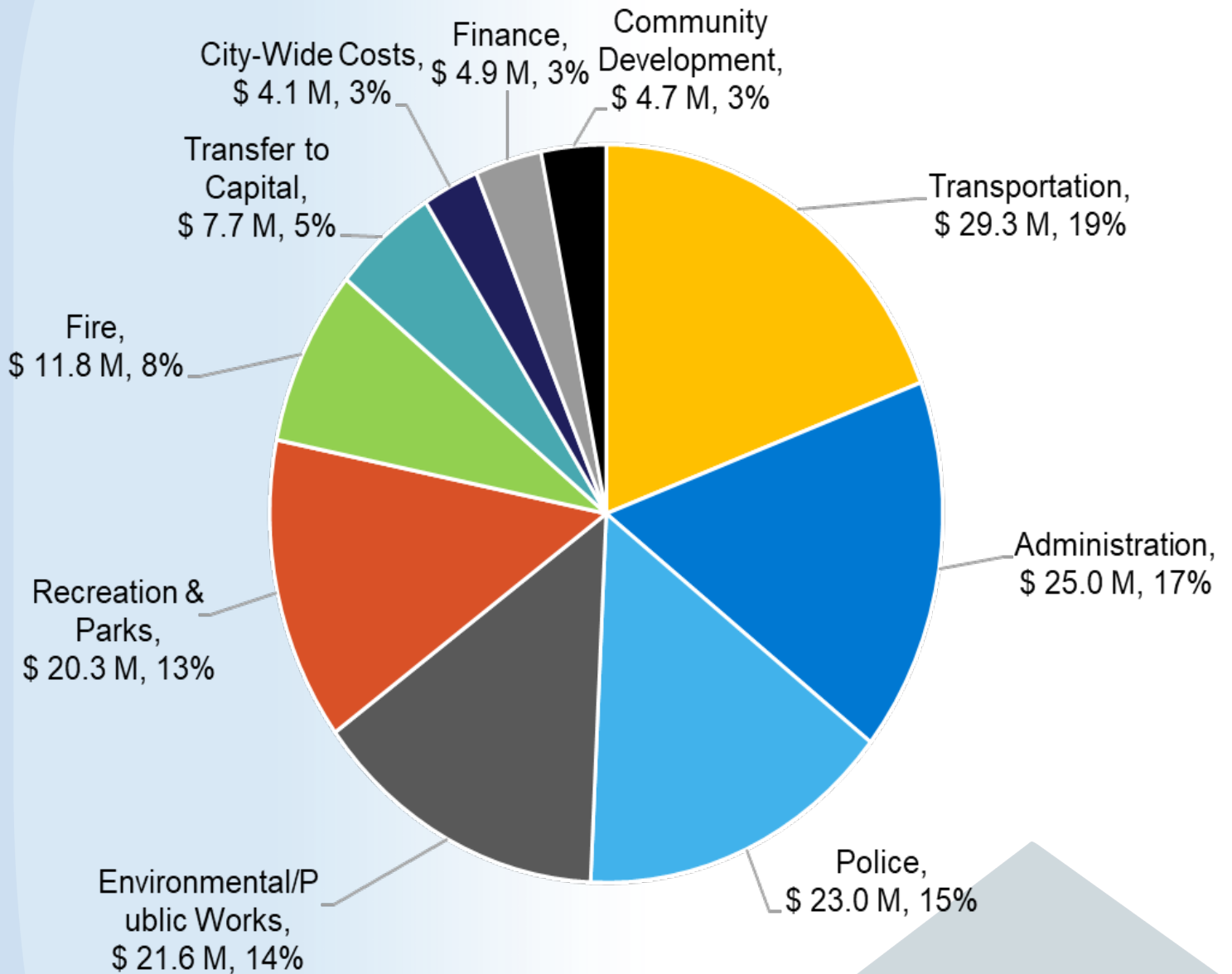
# FY 2020 Source of Funds by Account (continued)

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>341820</b> HSA Contribution-Employer	\$609,271	\$630,000	\$630,000	\$615,000
<b>341825</b> Dental-Employer	\$247,756	\$262,385	\$262,385	\$294,188
<b>341827</b> Basic Life-Employer	\$109,783	\$120,765	\$120,765	\$140,400
<b>341829</b> Disability-Employer	\$52,379	\$165,424	\$165,424	\$151,200
<b>341834</b> Group Health-Employer	\$5,247,343	\$5,964,769	\$5,964,769	\$6,263,323
<b>341837</b> Empl Assist Program-Employer	\$19,445	\$17,000	\$17,000	\$16,000
<b>341839</b> Benefits Admin Assessment	\$766,113	\$765,846	\$765,846	\$495,309
<b>Employer Contribution Total</b>	<b>\$7,052,090</b>	<b>\$7,926,189</b>	<b>\$7,926,189</b>	<b>\$7,975,420</b>
<b>393500</b> Capital Lease Program	\$1,179,032	\$0	\$0	\$0
<b>Lease Proceeds Total</b>	<b>\$1,179,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$153,223,602</b>	<b>\$138,325,325</b>	<b>\$150,914,799</b>	<b>\$148,956,087</b>
<b>Budgeted Use of Reserves</b>		\$9,643,963		\$6,840,436
<b>Total Source of Funds</b>	<b>\$153,223,602</b>	<b>\$147,969,288</b>	<b>\$150,914,799</b>	<b>\$155,796,523</b>



# FY 2020 Use of Funds (\$152.4M)

(in millions)



# FY 2020 Use of Funds by Account

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$30,717,276	\$33,847,838	\$33,582,965	\$34,218,110	\$1,830,058	\$36,048,168
<b>511101</b> Budgeted Salary Savings	\$0	(\$493,444)	(\$493,444)	(\$961,911)	\$0	(\$961,911)
<b>511105</b> Part Time Employees	\$903,963	\$1,063,581	\$991,263	\$916,222	\$129,386	\$1,045,608
<b>511110</b> Elected Officials	\$211,248	\$239,634	\$239,634	\$244,134	\$0	\$244,134
<b>511115</b> Firefighter's Fees	\$4,864,894	\$5,286,523	\$5,479,640	\$5,286,523	\$255,764	\$5,542,287
<b>511200</b> Temporary Employees	\$1,498,334	\$1,541,366	\$1,630,463	\$1,516,806	\$0	\$1,516,806
<b>511250</b> Seasonal Employees	\$247,069	\$215,000	\$215,000	\$236,000	\$0	\$236,000
<b>511300</b> Overtime	\$687,459	\$683,556	\$683,556	\$711,302	(\$12,000)	\$699,302
<b>511400</b> Other Compensation	\$4,750	\$40,000	\$40,000	\$40,000	\$0	\$40,000
<b>512100</b> Group Insurance	\$7,556,067	\$6,862,390	\$6,880,586	\$7,313,211	\$0	\$7,313,211
<b>512200</b> Social Security (FICA)	\$2,464,470	\$2,531,018	\$2,619,184	\$2,668,355	\$157,409	\$2,825,764
<b>512300</b> Medicare	\$577,197	\$591,723	\$612,512	\$621,611	\$36,770	\$658,381
<b>512400</b> Defined Benefit Retirement	\$3,476,395	\$3,834,610	\$3,834,610	\$3,939,883	\$0	\$3,939,883
<b>512401</b> Deferred Compensation	\$173,719	\$194,160	\$194,160	\$193,910	\$0	\$193,910
<b>512402</b> Defined Contribution Retirement	\$1,531,547	\$1,863,054	\$1,916,240	\$2,168,384	\$143,934	\$2,312,318
<b>512500</b> Tuition Reimbursements	\$52,754	\$50,000	\$85,905	\$50,000	\$0	\$50,000
<b>512600</b> Unemployment Insurance	\$22,566	\$25,000	\$25,000	\$25,000	\$0	\$25,000
<b>512700</b> Workers' Compensation	\$1,237,719	\$600,000	\$600,000	\$600,000	\$0	\$600,000
<b>512800</b> Terminated Benefits	\$153	\$0	\$0	\$0	\$0	\$0
<b>512902</b> Employee Wellness Program	\$144,554	\$200,000	\$497,617	\$0	\$0	\$0
<b>512903</b> HSA Contributions	\$609,271	\$630,000	\$630,000	\$615,000	\$0	\$615,000
<b>512904</b> Employee Assistance Program	\$15,617	\$17,000	\$17,000	\$16,000	\$0	\$16,000
<b>512905</b> Base Life Insurance	\$105,081	\$120,765	\$120,765	\$140,400	\$0	\$140,400
<b>512907</b> Disability Insurance	\$142,369	\$165,424	\$165,424	\$151,200	\$0	\$151,200
<b>512908</b> Dental Insurance	\$400,536	\$407,900	\$407,900	\$442,104	\$0	\$442,104
<b>512920</b> Other Benefits	\$14,579	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>512921</b> Wellness Snackwell	\$7,071	\$0	\$0	\$0	\$0	\$0
<b>553100</b> Group Insurance Contribution	\$7,052,090	\$8,023,797	\$8,025,397	\$8,100,136	\$168,855	\$8,268,991
<b>554100</b> Workers Comp Contribution	\$615,980	\$616,005	\$616,005	\$838,347	\$0	\$838,347
<b>Salaries and Benefits Total</b>	<b>\$65,334,728</b>	<b>\$69,171,900</b>	<b>\$69,632,382</b>	<b>\$70,105,727</b>	<b>\$2,710,176</b>	<b>\$72,815,903</b>
<b>521201</b> Professional Services	\$1,924,763	\$2,171,135	\$4,416,972	\$1,241,718	\$640,000	\$1,881,718
<b>521202</b> Legal	\$300,177	\$110,000	\$134,822	\$110,000	\$100,000	\$210,000
<b>521203</b> Animal Control	\$76,168	\$110,000	\$132,832	\$110,000	\$0	\$110,000
<b>521204</b> E-911 Fund Reserve Expenses	\$14,628	\$145,000	\$145,000	\$0	\$0	\$0
<b>521300</b> Technical Services	\$277,916	\$283,789	\$304,125	\$303,010	\$0	\$303,010
<b>521400</b> Contract Services	\$6,460,386	\$6,983,719	\$7,656,461	\$6,427,579	(\$17,658)	\$6,409,921
<b>522110</b> Disposal	\$1,486,093	\$1,530,700	\$1,723,182	\$1,749,500	(\$1,500)	\$1,748,000
<b>522130</b> Custodial	\$148,928	\$159,425	\$160,450	\$152,425	\$12,420	\$164,845
<b>522140</b> Maintenance - Grounds	\$361,753	\$282,827	\$537,465	\$322,732	\$130,000	\$452,732
<b>522205</b> Repairs And Maintenance	\$3,257,581	\$2,620,040	\$4,712,151	\$2,514,034	\$119,330	\$2,633,364
<b>522210</b> Vehicle Repair	\$315,758	\$205,430	\$206,738	\$205,430	\$0	\$205,430
<b>522220</b> Vehicle Fleet Rate	\$1,695,090	\$3,216,665	\$1,841,665	\$2,946,228	\$44,334	\$2,990,562
<b>522310</b> Rental Of Land And Buildings	\$41,982	\$64,500	\$150,500	\$140,900	\$0	\$140,900
<b>522320</b> Rental Of Equipment And Vehicles	\$401,756	\$540,867	\$553,227	\$580,502	(\$1,800)	\$578,702
<b>523100</b> Property And Liability Insurance	\$810,797	\$1,005,695	\$1,005,695	\$1,005,695	\$32,000	\$1,037,695
<b>523210</b> Communication Services	\$1,581,082	\$1,562,280	\$1,562,280	\$1,562,280	\$2,700	\$1,564,980
<b>523220</b> Postage	\$134,601	\$175,697	\$197,856	\$165,064	\$0	\$165,064
<b>523300</b> Advertising	\$99,935	\$103,515	\$103,002	\$101,415	\$5,000	\$106,415
<b>523400</b> Printing And Binding	\$86,575	\$150,560	\$191,798	\$107,810	\$0	\$107,810
<b>523500</b> Travel	\$218,164	\$262,930	\$276,541	\$301,436	\$1,950	\$303,386
<b>523600</b> Dues And Fees	\$164,425	\$155,411	\$167,027	\$167,562	\$1,282	\$168,844
<b>523700</b> Education And Training	\$184,030	\$367,087	\$385,291	\$369,747	\$10,317	\$380,064
<b>523701</b> Roswell U	\$44,524	\$75,000	\$197,285	\$0	\$0	\$0
<b>523800</b> Licenses	\$11,607	\$6,295	\$6,295	\$6,295	\$0	\$6,295
<b>523851</b> Contracted Temporary Labor	\$81,822	\$100,500	\$81,898	\$80,500	\$0	\$80,500
<b>523852</b> Instruction Fees	\$1,158,997	\$1,120,190	\$1,151,087	\$1,139,154	\$0	\$1,139,154

# FY 2020 Use of Funds by Account (continued)

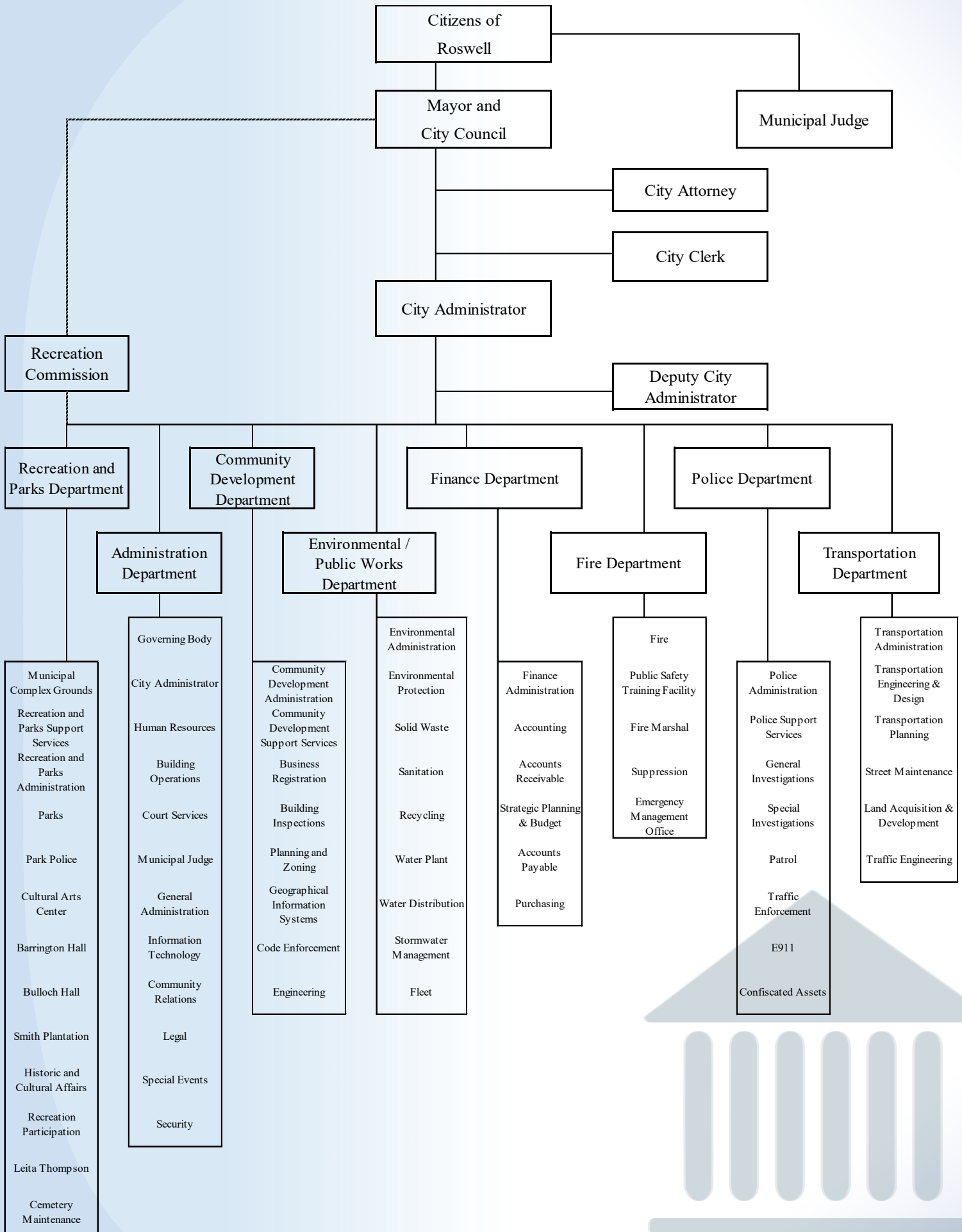
	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
523901 Bank Fees / Charges	\$361,840	\$348,300	\$348,300	\$411,200	\$0	\$411,200
523902 Sanitation Services	\$97,597	\$117,716	\$117,716	\$117,866	\$0	\$117,866
531105 Supplies	\$2,407,574	\$1,501,742	\$1,933,239	\$1,501,926	\$27,000	\$1,528,926
531115 Recreation Supplies	\$904,637	\$1,008,736	\$1,019,174	\$997,368	\$0	\$997,368
531120 Vehicle Parts And Supplies	\$586,259	\$643,179	\$643,179	\$643,179	\$20,000	\$663,179
531130 Officials Expenses	\$3,250	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531131 Mayor's Expenses	\$3,018	\$7,000	\$7,000	\$7,000	\$0	\$7,000
531140 Water Line/Meter Maint Supplies	\$264,367	\$337,900	\$425,048	\$363,079	\$0	\$363,079
531150 Computer Supplies	\$20,821	\$4,400	\$13,873	\$4,400	\$0	\$4,400
531210 Water / Sewerage	\$318,143	\$420,400	\$416,400	\$418,490	\$0	\$418,490
531215 Stormwater Fees	\$660,266	\$661,605	\$661,605	\$705,934	\$0	\$705,934
531220 Natural Gas	\$139,121	\$150,800	\$150,800	\$149,800	\$0	\$149,800
531230 Electricity	\$2,709,361	\$2,857,430	\$2,857,430	\$2,768,590	\$0	\$2,768,590
531240 Bottled Gas	\$9,183	\$17,606	\$17,606	\$13,534	\$0	\$13,534
531250 Oil	\$17,379	\$43,388	\$43,388	\$25,978	\$0	\$25,978
531270 Gasoline/ Diesel	\$874,843	\$937,887	\$937,887	\$979,050	\$2,800	\$981,850
531310 Hospitality And Events	\$21,177	\$19,000	\$21,000	\$27,450	\$0	\$27,450
531400 Books And Periodicals	\$42,941	\$56,071	\$56,071	\$57,307	\$0	\$57,307
531605 Machinery And Equipment-Operating	\$913,052	\$2,319,607	\$2,340,325	\$336,457	\$126,000	\$462,457
531610 Furniture/Fixtures-Operating	\$60,023	\$76,166	\$76,166	\$66,716	\$5,000	\$71,716
531615 Computer Equipment-Operating	\$304,140	\$204,565	\$533,006	\$598,151	\$38,400	\$636,551
531620 Communication Equipment-Operating	\$11,844	\$18,997	\$18,997	\$18,997	\$0	\$18,997
531625 Dumpster - Equipment Op	\$78,340	\$70,873	\$70,873	\$68,873	\$0	\$68,873
531710 Vietnam Memorial Bricks	\$114	\$250	\$250	\$250	\$0	\$250
531720 Uniforms	\$329,042	\$345,710	\$377,991	\$344,417	\$53,600	\$398,017
539999 Special Events Contra	\$14,200	\$14,200	\$14,200	\$14,200	\$0	\$14,200
551200 Indirect Costing for Grants	\$7,365	\$0	\$9,775	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$32,499,435</b>	<b>\$35,695,785</b>	<b>\$41,115,944</b>	<b>\$32,454,228</b>	<b>\$1,351,175</b>	<b>\$33,805,403</b>
541100 Sites (land)	\$6,842,944	\$0	\$43,443	\$0	\$0	\$0
541200 Site Improvements	\$2,523,401	\$1,630,000	\$3,634,451	\$0	\$1,311,800	\$1,311,800
541210 Recreation Facilities	\$1,734,285	\$847,000	\$5,579,416	\$0	\$967,000	\$967,000
541300 Buildings	\$1,263,982	\$2,051,625	\$3,955,292	\$0	\$2,244,862	\$2,244,862
541415 Road Improvements/ Sidewalks	\$12,648,663	\$18,561,832	\$40,741,390	\$0	\$20,988,444	\$20,988,444
541420 Water Lines	\$869,279	\$500,000	\$1,122,669	\$0	\$400,000	\$400,000
542100 Machinery	\$1,432,145	\$676,675	\$1,200,474	\$0	\$925,477	\$925,477
542200 Vehicles	\$2,018,389	\$2,456,000	\$5,971,887	\$0	\$540,000	\$540,000
542300 Furniture And Fixtures	\$0	\$127,399	\$135,199	\$0	\$90,000	\$90,000
542400 Computer Equipment	\$48,910	\$47,840	\$264,101	\$0	\$0	\$0
542500 Communication Equipment	\$406,871	\$47,500	\$47,500	\$0	\$0	\$0
543000 Consulting Contracts	\$59,755	\$750,000	\$767,075	\$0	\$845,000	\$845,000
549999 Contra- Capital Expense Account	(\$1,759,513)	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$2,111,696	\$2,293,215	\$2,293,215	\$2,403,302	\$0	\$2,403,302
552400 Risk/Liability Contribution	\$1,049,999	\$1,112,000	\$1,112,000	\$1,305,387	\$0	\$1,305,387
561001 Building- Depreciation	\$763,605	\$0	\$0	\$0	\$0	\$0
561002 Infrastructure- Depreciation	\$583,056	\$0	\$0	\$0	\$0	\$0
561003 Site Improvement- Depreciation	\$27,057	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$154,580	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$406,225	\$0	\$0	\$0	\$0	\$0
572000 Payments To Other Agencies	\$0	\$50	\$50	\$50	\$0	\$50
572010 Payments To Local Nonprofits	\$299,131	\$0	\$527,910	\$0	\$0	\$0
579001 Contingency Operating	\$0	\$0	\$200,384	\$0	\$0	\$0
579002 Contingency Capital	\$0	\$0	\$587,603	\$0	\$0	\$0
579003 Contingency - Tree Program	\$0	\$0	\$116,441	\$0	\$0	\$0
579004 Reserve for CIP	\$0	\$0	\$200,000	\$0	\$0	\$0

# FY 2020 Use of Funds by Account (continued)

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
579020 Matching Grant Fund Contingency	\$0	\$0	\$259,390	\$0	\$0	\$0
579025 Insurance Deductibles	\$137,373	\$213,291	\$213,291	\$213,291	\$0	\$213,291
581100 Principal- Long Term Debt	\$2,307,909	\$2,872,802	\$2,823,342	\$3,201,274	\$0	\$3,201,274
581200 Principal - Capital Lease	\$0	\$0	\$0	\$1,125,265	\$0	\$1,125,265
582100 Interest - Long Term Debt	\$556,270	\$534,624	\$584,084	\$566,384	\$0	\$566,384
583000 Fiscal Agent Fees	\$1,060	\$0	\$0	\$0	\$0	\$0
584000 Debt Issuance Costs	\$122,408	\$0	\$0	\$0	\$0	\$0
611350 Transfers Out - Cap Projects	\$8,670,266	\$4,096,857	\$4,219,776	\$0	\$7,677,105	\$7,677,105
611351 Transfer Out - Fed Grant	\$769,235	\$0	\$47,920	\$0	\$0	\$0
611353 Transfer Out - Solid Waste	\$10,172	\$11,000	\$11,000	\$5,634	\$0	\$5,634
611355 Transfer Out - Participant Rec	\$396,266	\$74,875	\$74,875	\$0	\$0	\$0
611357 Transfer Out - General Fund	\$34,421	\$258,251	\$258,251	\$33,251	\$875,000	\$908,251
611358 Transfer Out - Hotel/Motel	\$343,000	\$0	\$0	\$0	\$0	\$0
611360 Transfer Out - Group Insurance	\$0	\$0	\$0	\$25,000	\$0	\$25,000
611361 Transfer for Fleet Capital	\$1,724,746	\$0	\$1,375,000	\$0	\$0	\$0
611362 Transfer Out - CDBG Grant	\$7,767	\$0	\$0	\$0	\$0	\$0
611363 Transfer Out - 2013 Bond	\$34,221	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$48,599,574</b>	<b>\$39,162,836</b>	<b>\$78,367,429</b>	<b>\$8,878,838</b>	<b>\$36,864,688</b>	<b>\$45,743,526</b>
<b>Grand Total</b>	<b>\$146,433,737</b>	<b>\$144,030,521</b>	<b>\$189,115,755</b>	<b>\$111,438,793</b>	<b>\$40,926,039</b>	<b>\$152,364,832</b>







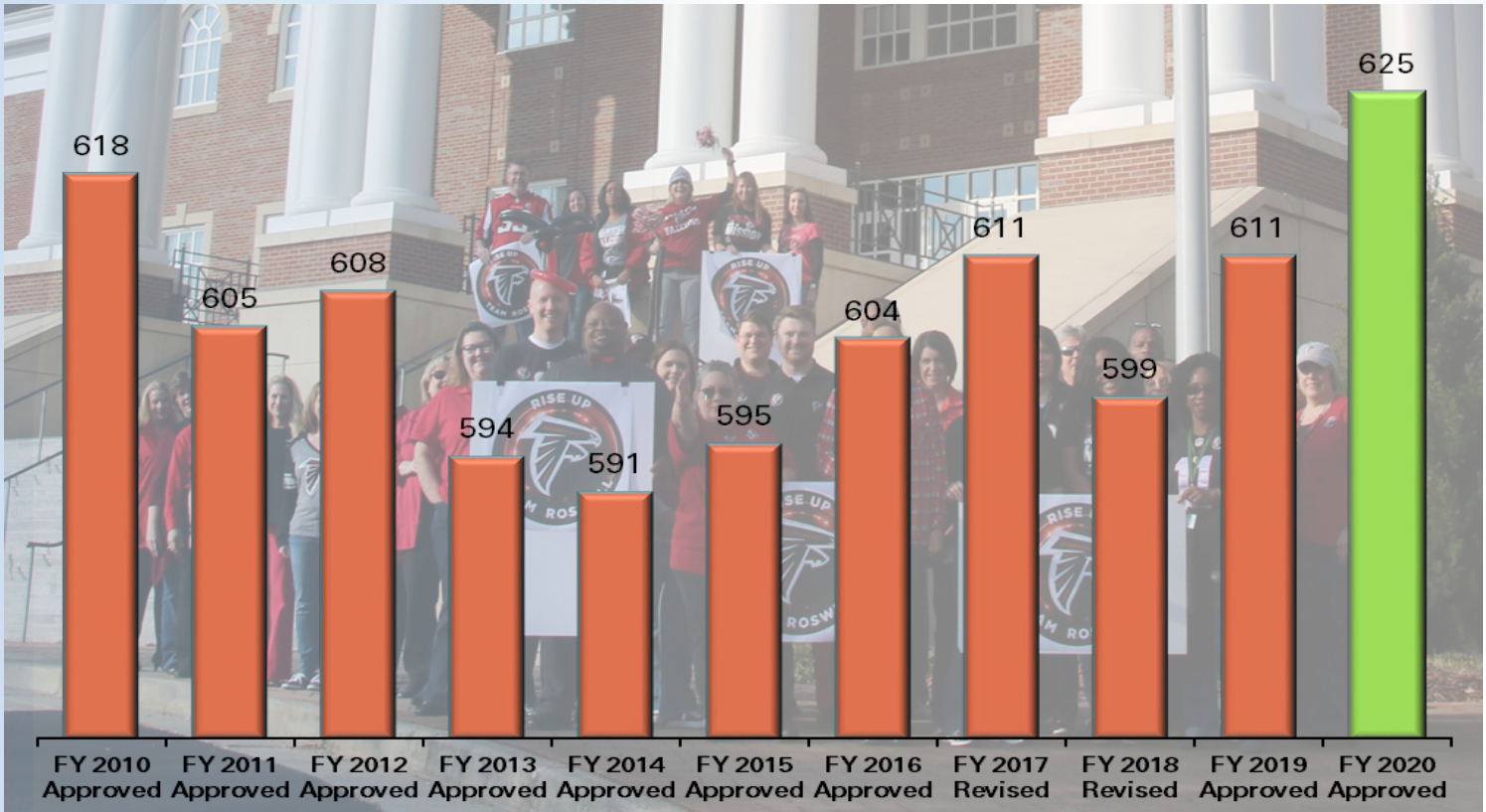
# Position Control History

<b>General Fund (100)</b>	<b>FY 2016 Approved Positions</b>	<b>FY 2017 Revised Positions</b>	<b>FY 2018 Revised Positions</b>	<b>FY 2019 Revised Position</b>	<b>FY 2020 Approved Changes</b>	<b>FY 2020 Approved Positions</b>
<b>Administration</b>						
Building Operations (10015651)	9.00	9.00	8.00	8.00		8.00
City Administrator (10013200)	3.00	3.00	3.00	3.00		3.00
City Clerk (10013300)	2.00	2.00	2.00	2.00		2.00
Community Relations (10015700)	6.00	6.00	7.00	7.00		7.00
Court Services (10026501)	4.00	5.00	5.00	6.00	1.00	7.00
General Administration (10015000)	2.50	2.50	2.50	2.50		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)	5.00	5.00	5.00	5.00		5.00
Legal (10015300)	3.00	3.00	3.00	3.00		3.00
City Sponsored Special Events (10061701)	2.00	2.00	2.00	2.00		2.00
Security (10015652)	0.00	1.00	2.00	2.00		2.00
<b>Administration General Fund</b>	<b>47.50</b>	<b>49.50</b>	<b>50.50</b>	<b>51.50</b>	<b>1.00</b>	<b>52.50</b>
<b>Community Development</b>						
Building Inspections (10072200)	0.00	0.00	0.00	0.00	7.00	7.00
Business Registration (10015160)	1.00	1.00	1.00	1.00		1.00
Code Enforcement (10074500)	0.00	0.00	0.00	0.00	4.00	4.00
Com Dev Support Services (10070102)	4.00	4.00	4.00	4.00		4.00
Community Develop Admin (10070101)	3.00	3.00	3.00	3.00		3.00
Engineering (10015750)	8.00	8.00	8.00	9.00	1.00	10.00
Geographic Information Services (GIS) (10015352)	4.00	4.00	4.00	4.00		4.00
Planning and Zoning (10074100)	7.00	7.00	8.00	8.00		8.00
<b>Community Development General Fund</b>	<b>27.00</b>	<b>27.00</b>	<b>28.00</b>	<b>29.00</b>	<b>12.00</b>	<b>41.00</b>
<b>Finance</b>						
Accounting (10016121)	5.00	5.00	7.00	7.00		7.00
Cash Disbursements (10016123)	3.00	3.00	3.00	3.00		3.00
Cash Receipting (10016152)	2.00	2.00	2.00	2.00		2.00
Finance Administration (10016100)	4.00	4.00	4.00	4.00		4.00
Financial Services (10016122)	8.00	8.00	8.00	8.00		8.00
Purchasing (10016170)	3.00	3.00	3.00	3.00		3.00
Strategic Planning & Budget (10015130)	3.00	3.00	3.00	3.00		3.00
<b>Finance General Fund</b>	<b>28.00</b>	<b>28.00</b>	<b>30.00</b>	<b>30.00</b>	<b>0.00</b>	<b>30.00</b>
<b>Fire</b>						
Fire Administration (10035101)	2.00	2.00	2.00	2.00		2.00
Fire Marshal (10035102)	9.00	9.00	9.00	10.00		10.00
Fire Suppression (10035200)	7.00	7.00	7.00	8.00		8.00
Public Safety Training Facility (10035400)	1.00	1.00	1.00	1.00		1.00
<b>Fire General Fund</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>21.00</b>	<b>0.00</b>	<b>21.00</b>
<b>Police</b>						
General Investigations (10032200)	20.00	20.00	25.00	25.00		25.00
Jail / Detention (10032260)	18.00	18.00	0.00	0.00		0.00
Patrol (10032230)	94.00	94.00	79.00	79.00		79.00
Police - Admin Services (10032101)	3.00	3.00	3.00	3.00		3.00
Police - Office of Professional Standards (10032103)	7.00	7.00	11.00	12.00		12.00
Police - Support Services (10032102)	20.00	20.00	23.00	25.00		25.00
Special Investigations (10032500)	16.00	16.00	17.00	17.00		17.00
Traffic Enforcement Unit (10032300)	13.00	13.00	15.00	16.00		16.00
<b>Police General Fund</b>	<b>191.00</b>	<b>191.00</b>	<b>173.00</b>	<b>177.00</b>	<b>0.00</b>	<b>177.00</b>
<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	3.00		3.00
Mimosa Hall (10061755)	0.00	0.00	0.00	0.00		0.00
Historic & Cultural Affairs (10061700)	2.00	2.00	2.00	2.00		2.00
Municipal Complex Grounds (10062201)	2.00	2.00	2.00	2.00		2.00
Parks (10062000)	51.00	51.00	52.00	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	3.00		3.00

# Position Control History

General Fund (100)	FY 2016 Approved Positions	FY 2017 Revised Positions	FY 2018 Revised Positions	FY 2019 Revised Position	FY 2020 Approved Changes	FY 2020 Approved Positions
Recreation and Parks Support Services (10061102)	21.77	21.77	21.27	21.27		21.27
Smith Plantation (10061754)	1.00	1.00	1.00	1.00		1.00
<b>Recreation and Parks General Fund</b>	<b>88.77</b>	<b>88.77</b>	<b>89.27</b>	<b>92.27</b>	<b>0.00</b>	<b>92.27</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	19.00		19.00
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>65.00</b>	<b>0.00</b>	<b>65.00</b>
<b>General Fund (100)</b>	<b>466.00</b>	<b>467.27</b>	<b>453.77</b>	<b>465.77</b>	<b>13.00</b>	<b>478.77</b>
<b>E-911 Fund (21538000)</b>	<b>22.00</b>	<b>26.00</b>	<b>26.00</b>	<b>27.00</b>	<b>2.00</b>	<b>29.00</b>
<b>Water and Sewer Fund (505)</b>						
Water Administration (50544100)	1.70	2.03	2.43	2.43		2.43
Water Distribution (50544400)	8.75	8.75	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>17.45</b>	<b>17.78</b>	<b>17.93</b>	<b>17.93</b>	<b>0.00</b>	<b>17.93</b>
<b>Stormwater Utility Fund Fund (50743200)</b>	<b>13.20</b>	<b>13.53</b>	<b>14.48</b>	<b>14.48</b>	<b>0.00</b>	<b>14.48</b>
<b>Solid Waste and Recycling Fund (540)</b>						
Solid Waste and Recycling Admin. (54045100)	7.25	7.25	8.24	8.24		8.24
Residential Collection (54045201)	34.00	34.00	34.00	34.00	(2.00)	32.00
Commercial Collection (54045202)	8.00	8.00	8.00	8.00		8.00
Recycling Center (54045500)	6.00	6.00	6.00	6.00		6.00
<b>Solid Waste and Recycling Fund (540)</b>	<b>55.25</b>	<b>55.25</b>	<b>56.24</b>	<b>56.24</b>	<b>(2.00)</b>	<b>54.24</b>
<b>Fleet Services Fund (60449000)</b>	<b>8.10</b>	<b>8.43</b>	<b>7.35</b>	<b>7.35</b>	<b>1.00</b>	<b>8.35</b>
<b>Recreation Participation Fund (555)</b>						
Recreation Participation Administration (55561101)	4.39	4.39	4.26	4.26		4.26
Recreation Participation-General Programs (55561201)	0.12	0.12	0.05	0.05		0.05
Recreation Participation-Athletics (55561202)	4.14	4.14	4.17	4.17		4.17
Recreation Participation-Tennis (55561203)	0.58	0.58	1.00	1.00		1.00
Recreation Participation-Swim/Sprayground (55561204)	0.00	0.00	0.00	0.00		0.00
Recreation Participation-Gym/Phys Fitness (55561205)	1.64	1.64	2.14	2.14		2.14
Recreation Participation-Dance,Drama,Music (55561206)	1.31	1.31	1.31	1.31		1.31
Recreation Participation - Arts and Crafts (55561207)	0.11	0.11	0.11	0.11		0.11
Recreation Participation - Adult Rec Center (55561210)	3.25	3.25	3.55	2.55		2.55
Recreation Participation - City Events (55561211)	2.16	2.16	1.61	1.61		1.61
Recreation Participation-ERRP (55561208)	0.83	0.83	0.83	0.83		0.83
Recreation Participation-Rentals (55561209)	0.70	0.70	0.70	0.70		0.70
<b>Participant Recreation Fund (555)</b>	<b>19.23</b>	<b>19.23</b>	<b>19.73</b>	<b>18.73</b>	<b>0.00</b>	<b>18.73</b>
<b>CDBG Grant Fund (22570101)</b>	<b>0.50</b>	<b>0.50</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 2016 Approved Positions	FY 2017 Revised Positions	FY 2018 Revised Positions	FY 2019 Revised Position	FY 2020 Approved Changes	FY 2020 Approved Positions
<b>GRAND TOTAL ALL FUNDS</b>	<b>604.00</b>	<b>611.00</b>	<b>599.00</b>	<b>611.00</b>	<b>14.00</b>	<b>625.00</b>

# FY 2020 Approved Full Time Employee Changes



# FY 2020 Approved Full Time Employee Changes

Administration (+1)  
Add (1) Paralegal

Community Development (+12)  
Add (1) Arborist  
Add (1) Administrative Specialist  
Add (1) Building Official  
Add (1) Building Plan Reviewer  
Add (1) Land Development Inspector II  
Add (1) Land Development Inspector III  
Add (2) Permit Technicians  
Add (1) Code Enforcement Supervisor  
Add (3) Code Enforcement Officers

Environmental/Public Works (-1)  
Add (1) Service Writer  
Reduce (2) Custodians

Police (+2)  
Add (2) E911 Communications Officers



# General Fund

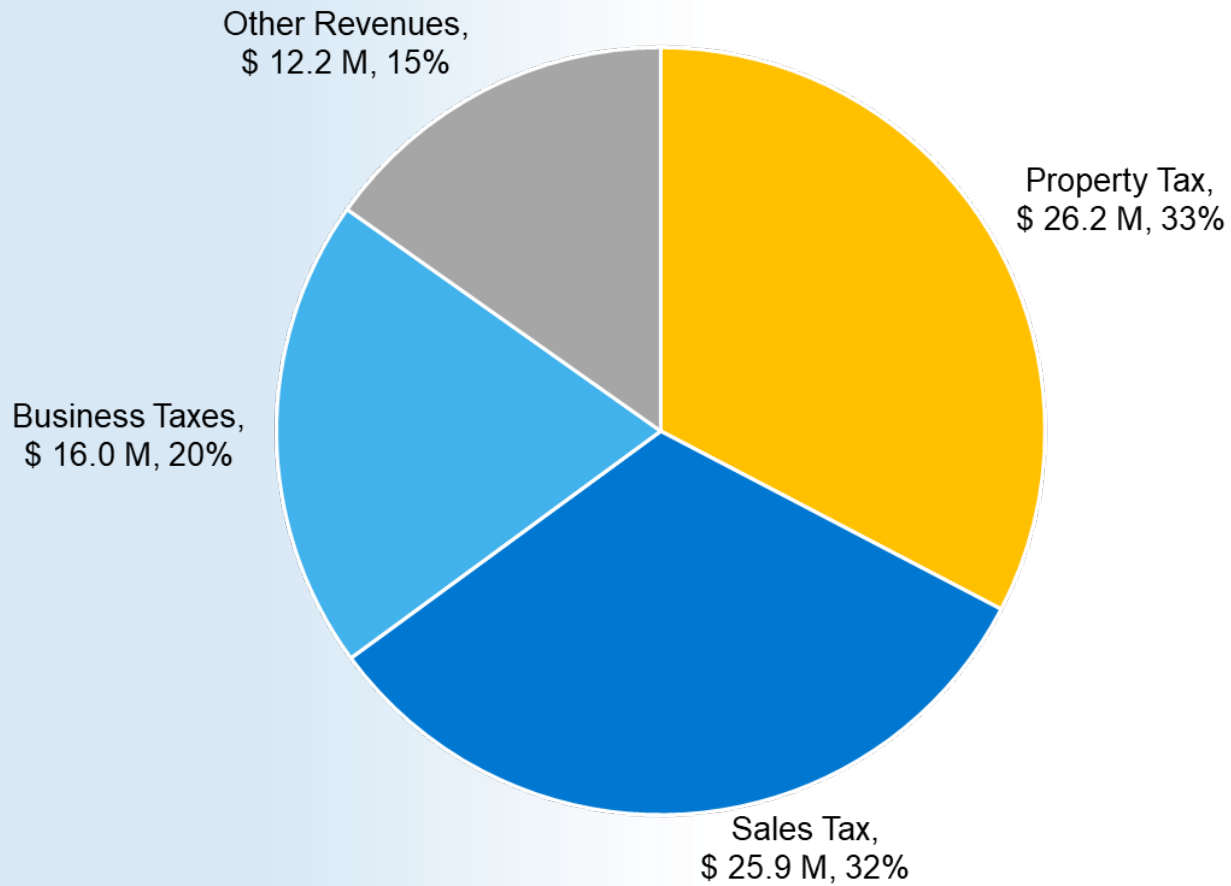
The General Fund is the general operating fund of the City and is used to account for all financial resources, except for those required to be reported in a separate fund.

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



# General Fund FY 2020 Source of Funds (\$80.3M)

(in millions)



# General Fund Summary

<b>Beginning Fund Balance Amount</b>	<b>\$ 3,741,000</b>
FY 2020 Approved Revenues	\$ 77,115,496
FY 2020 Approved Base Budget	\$ 70,192,069
Approved Program Changes	2,719,872
Approved Maintenance Capital	4,231,303
<b>TOTAL APPROVED OPERATING REQUESTS</b>	<b>\$ 6,951,175</b>
<b>FY 2020 APPROVED OPERATING BUDGET</b>	<b>\$ 77,143,244</b>
<i>VARIANCE (Revenues over/under Approved Operating Budget)</i>	<i>\$ (27,748)</i>
Fund Balance used for One Time Capital	\$ 3,195,802
<b>FY 2020 GENERAL FUND APPROVED BUDGET</b>	<b>\$ 80,339,046</b>
<i>Amount Allocated for Increase in Reserve</i>	<i>\$ 517,450</i>
<b>AVAILABLE GENERAL FUND BALANCE</b>	<b>\$ 0</b>

## Operating Requests

	FY 2020	Recurring
<b>CityWide</b>		
Employee Salary Increase (Average of 3%)	\$ 1,135,675	\$ 1,135,675
Add Advertising for Census Campaign	\$ 5,000	\$ -
<b>CityWide Total</b>	<b>\$ 1,140,675</b>	<b>\$ 1,135,675</b>
<b>Administration</b>		
Additional Part-Time Staff for IT Support Staff at 75% Funding	\$ 60,553	\$ 80,738
Add Funding for IT Managed Services and Unfund (1) Full-Time Position in Information Technology	\$ (73,228)	\$ (73,228)
Add (1) Full-Time Paralegal for Courts at 75% Funding	\$ 58,727	\$ 72,971
Add Funding for (1) Part-Time Website Administrator Position	\$ 21,530	\$ 21,530
Increase Funding for Legal Services	\$ 100,000	\$ -
<b>Administration Total</b>	<b>\$ 167,582</b>	<b>\$ 102,011</b>
<b>Community Development</b>		
Add (1) Full-Time Arborist Position at 75% Funding	\$ 61,362	\$ 78,489
Transition Building and Code Enforcement Services from Contracted to City Positions	\$ (278,656)	\$ (450,486)
<b>Community Development Total</b>	<b>\$ (217,294)</b>	<b>\$ (371,997)</b>
<b>Fire</b>		
Add Funding for Staffing Heavy Rescue Truck	\$ 466,465	\$ 794,465
Increase Funding for RAPSTC Furniture	\$ 3,000	\$ 3,000
<b>Fire Total</b>	<b>\$ 469,465</b>	<b>\$ 797,465</b>

# General Fund Summary (continued)

## OPERATING REQUESTS (continued)

	FY 2020		Recurring	
<b>Police</b>				
Increase Funding for Ammunition	\$	25,000	\$	25,000
Add (1) Part-Time Evidence/Property Technician at 100% Funding	\$	26,164	\$	26,164
Increase Funding for Uniforms	\$	15,000	\$	15,000
<b>Police Total</b>	<b>\$</b>	<b>66,164</b>	<b>\$</b>	<b>66,164</b>
<b>Recreation, Parks, Historic and Cultural Affairs</b>				
Add Funding for Maintenance of City Municipal Grounds & Law Enforcement Center	\$	88,750	\$	88,750
Add Funding for Facility Management Contract Services	\$	19,500	\$	19,500
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$</b>	<b>108,250</b>	<b>\$</b>	<b>108,250</b>
<b>Historic Roswell Beautification Project</b>				
Elizabeth Way Storefront Landscape Cleanup	\$	4,000		
Flowers for Hanging Baskets	\$	16,560		
Historic District Mulching and Weed Control	\$	5,600		
Holiday Decorations for Historic District	\$	4,500		
Roswell Historic District Streetscape Improvement Program	\$	5,000		
Flowers for Planters in Historic District and Roswell Square	\$	5,460		
Decorative Banner Project for Historic District	\$	3,910		
<b>Historic Roswell Beautification Project Total</b>	<b>\$</b>	<b>45,030</b>		
<b>Roswell Arts Fund</b>				
Funding for Roswell Arts Fund (Partially Funded)	\$	270,000		
<b>Roswell Arts Fund Total</b>	<b>\$</b>	<b>270,000</b>		
<b>Roswell Historical Society</b>				
Cemetery Improvement	\$	80,000		
Archivist Salary	\$	30,000		
<b>Roswell Historical Society Total</b>	<b>\$</b>	<b>110,000</b>		
<b>Roswell Inc</b>				
Administration & Staffing	\$	402,000		
Communications	\$	46,900		
Economic Development	\$	55,800		
Industry Support	\$	55,300		
<b>Roswell Inc Total</b>	<b>\$</b>	<b>560,000</b>		
<b>Operating Request Total</b>	<b>\$</b>	<b>2,719,872</b>	<b>\$</b>	<b>1,837,568</b>



# General Fund Summary (continued)

## UNFUNDED OPERATING REQUESTS

	FY 2020	Recurring
<b>Administration</b>		
Citizen Engagement Add (1) Full-Time and (1) Part-Time Position at 75% Funding	\$99,444	\$111,263
Add (1) Full-Time Administrative Specialist Position for Special Events at 100% Funding	\$61,277	\$57,077
Increase Funding for Professional Services to Legal for Review of Real Estate	\$15,000	\$15,000
Increase Funding to Add Additional Bike Roswell Festival for Fall	\$12,000	\$12,000
<b>Administration Total</b>	<b>\$ 187,721</b>	<b>\$ 195,340</b>
<b>Comm Dev</b>		
Add Funding for Software for the Enhancement of Permit and Plan Review Process	\$100,000	\$50,000
<b>Comm Dev Total</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>
<b>Police</b>		
Add (2) Part-Time Administrative Specialist I at 100% Funding for Open Records Requests	\$45,454	\$45,454
<b>Police Total</b>	<b>\$ 45,454</b>	<b>\$ 45,454</b>
<b>Recreation, Parks, Historic and Cultural Affairs</b>		
Increase Funding for Holiday Lighting and Tree Replacement for Historic Roswell Town Square	\$20,000	\$20,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>HRBP</b>		
Assistance from City Employees to Help Water Plants and Flowers	\$0	
East Alley Streetscape Enhancement	\$5,000	
<b>HRBP Total</b>	<b>\$ 5,000</b>	
<b>Roswell Arts Fund</b>		
Funding for Roswell Arts Fund (Unfunded at \$65,000)	\$20,000	
<b>Roswell Arts Fund Total</b>	<b>\$ 20,000</b>	
<b>Unfunded Operating Request Total</b>	<b>\$ 378,175</b>	<b>\$ 310,794</b>



# General Fund Summary (continued)

## MAINTENANCE CAPITAL REQUESTS

	FY 2020
<b>Administration</b>	
IT Equipment Replacement Program	\$ 25,000
Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)	\$ 1,934,959
<b>Administration Total</b>	<b>\$ 1,959,959</b>
<b>Fire</b>	
Personal Protective Equipment Replacement Program	\$ 118,821
Extrication Equipment Replacement Program	\$ 91,279
<b>Fire Total</b>	<b>\$ 210,100</b>
<b>Police</b>	
Tactical Vest and Helmet Replacement Program	\$ 10,000
<b>Police Total</b>	<b>\$ 10,000</b>
<b>Recreation, Parks, Historic and Cultural Affairs</b>	
Recreation and Parks Maintenance Program <sup>2</sup>	\$ 385,000
System Wide Park Improvements (Beautification) <sup>2</sup>	\$ 100,000
Playground Replacements (Partially Funded)	\$ 100,000
Trail Repair, Roswell Riverwalk and East Roswell Park	\$ 50,000
Historic House Museums Maintenance	\$ 126,800
Athletic Field Improvements - Light Pole Replacement	\$ 50,000
Small Equipment Replacement Program (Partially Funded)	\$ 35,000
Skid Steer Replacement <sup>2</sup>	\$ 60,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$ 906,800</b>
<b>Transportation</b>	
Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$ 1,044,444
Bridge Maintenance	\$ 100,000
<b>Transportation Total</b>	<b>\$ 1,144,444</b>
<b>Maintenance Capital Request Total</b>	<b>\$ 4,231,303</b>

# General Fund Summary (continued)

## UNFUNDED MAINTENANCE CAPITAL REQUESTS

	FY 2020
<b>Recreation, Parks, Historic and Cultural Affairs</b>	
Playground Replacements (Unfunded Portion at \$100,000)	\$100,000
Small Equipment Replacement Program (Unfunded Portion at \$15,000)	\$15,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$ 115,000</b>
<b>Transportation</b>	
Citywide Road Resurfacing and Reconstruction (Partially Funded - Unfunded Amount)	\$593,778
<b>Transportation Total</b>	<b>\$ 593,778</b>
<b>Maintenance Capital Unfunded Request Total</b>	<b>\$ 708,778</b>



# General Fund Summary (continued)

## FY 2020 Approved Budget - Capital Projects Fund (One Time Capital)

Fund Balance of Capital Project Fund ( <i>Available for One-Time Capital</i> )	1,425,000
Reprogramming of Capital	260,000
Transfer from General Fund	3,195,802
Transfer from Hotel Motel Fund TPD	250,000

<b>TOTAL AVAILABLE ONE-TIME CAPITAL FUNDING</b>	<b>\$ 5,130,802</b>
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<b>Total Approved One-Time Capital</b>	<b>\$ 5,130,802</b>
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<b>AMOUNT AVAILABLE ABOVE (UNDER) REQUESTS</b>	<b>\$ -</b>
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### One Time Capital Requests

	FY 2020
<b>City Wide</b>	
Americans with Disabilities Act Implementation Plan	\$ 200,000
<b>City Wide Total</b>	<b>\$ 200,000</b>
<b>Administration</b>	
Add Funding for Network Access Control	\$ 69,000
IT Office Suite Furniture and Renovation	\$ 25,000
Add Funding for Classification and Compensation Study	\$ 95,000
<b>Administration Total</b>	<b>\$ 189,000</b>
<b>Community Development</b>	
Full Update to Comprehensive Plan 2040	\$ 350,000
Urban Redevelopment Plan (Opportunity Zone)	\$ 100,000
Water Resource Map Update	\$ 100,000
Historic District Property Inventory Mapping	\$ 200,000
<b>Community Development Total</b>	<b>\$ 750,000</b>
<b>Fire</b>	
Fire Station #5 Remodel	\$ 97,545
Fire Gear Lockers	\$ 40,899
Fire Station Video/Card Access System	\$ 212,358
Turnout Gear Extractor Washing Machines	\$ 18,000
Thermal Imaging Camera Replacement	\$ 36,000
<b>Fire Total</b>	<b>\$ 404,802</b>

# General Fund Summary (continued)

## ONE-TIME CAPITAL - (CONTINUED)

	FY 2020
<b>Recreation, Parks, Historic and Cultural Affairs</b>	
Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$32k GF) (Partially Funded)	\$ 282,000
Cultural Arts Center Seat Replacement	\$ 65,000
Recreation Center Security Cameras (Indoor)	\$ 40,000
Park Security Camera Program (Pedestrian and Parking Areas)	\$ 20,000
Historic House Maintenance - Mimosa Hall	\$ 155,000
Groveland Community Master Plan Implementation	\$ 50,000
ADA Compliance of City Facilities	\$ 57,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$ 669,000</b>
<b>Transportation</b>	
Willeo Rd Bridge Replacement (FY20 - Construction)	\$ 1,500,000
Houze Rd Multi-Use Path (FY 20 Design and Construct)	\$ 250,000
Woodstock Road @ Highway 92 Turn Lane (FY20 Design/Engineering)	\$ 200,000
Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$ 161,778
Sidewalk Connectivity (Partially Funded)	\$ 806,222
<b>Transportation Total</b>	<b>\$ 2,918,000</b>
<b>One Time Capital Request Total</b>	<b>\$ 5,130,802</b>



# General Fund Summary (continued)

UNFUNDED ONE TIME CAPITAL REQUESTS	
	FY 2020
<b>Administration</b>	
Add Funding for Security Lighting for City Hall Events	\$120,000
City Hall Elevator Renovation	\$105,000
LED Lighting Conversion for City Buildings	\$750,000
<b>Administration Total</b>	<b>\$ 975,000</b>
<b>Fire</b>	
Fire Safety Education Safety Town Village	\$23,501
Fire Safety Education Fire Extinguisher Simulator	\$21,360
Station #2 Replacement (Land Acquisition)	\$1,000,000
<b>Fire Total</b>	<b>\$ 1,044,861</b>
<b>Recreation, Parks, Historic and Cultural Affairs</b>	
Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$100k GF) (Partially Funded - Unfunded \$68k)	\$68,000
East Roswell Park Fouts Road Phase II Improvement Plan	\$80,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$ 148,000</b>
<b>Transportation</b>	
Sun Valley - Phase 3 (FY20 - Design/Engineering)	\$400,000
Riverside Road - Complete Street (FY20 - Design/Engineering)	\$400,000
Pine Grove / Magnolia Corridor - Complete Street (FY20 - Concept/Study)	\$200,000
Sun Valley Drive - Phase 2 (FY20 - ROW)	\$3,200,000
Sidewalk Connectivity (Partially Funded - Unfunded Amount)	\$193,778
Pole Truck & Trailer	\$100,000
Hardscrabble Green Loop Phase 2 (FY 20 Design/Engineering)	\$300,000
Kent Road (Pave Project)	\$500,000
<b>Transportation Total</b>	<b>\$ 5,293,778</b>
<b>One Time Capital Unfunded Request Total</b>	<b>\$ 7,461,639</b>



# General Fund Revenues by Account

	FY 2018 Actual Revenue	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>311100</b> Real Property - Current Year	\$22,909,407	\$23,526,616	\$23,526,616	\$22,813,558
<b>311110</b> Public Utility	\$208,126	\$223,637	\$223,637	\$204,338
<b>311200</b> Real Property - Prior	(\$23,512)	\$10,000	\$10,000	\$0
<b>311300</b> Personal Property - Current	\$876,014	\$871,630	\$871,630	\$776,107
<b>311305</b> Personal Property - Prior	(\$5,310)	\$0	\$0	\$0
<b>311310</b> Motor Vehicle	\$236,008	\$200,000	\$200,000	\$150,000
<b>311315</b> Title Ad Valorem Tax (Vehicle)	\$1,411,292	\$1,400,000	\$1,400,000	\$1,500,000
<b>311340</b> Intangibles (Reg & Recrd)	\$519,890	\$400,000	\$400,000	\$500,000
<b>311600</b> Real Estate Trans (intang)	\$178,447	\$145,000	\$145,000	\$200,000
<b>319110</b> Property - Penalty & Interest - Real	\$105,106	\$100,000	\$100,000	\$100,000
<b>Property Tax Total</b>	<b>\$26,415,468</b>	<b>\$26,876,883</b>	<b>\$26,876,883</b>	<b>\$26,244,003</b>
<b>313100</b> Local Option Sales Tax	\$24,416,690	\$24,240,000	\$24,240,000	\$25,898,173
<b>Sales Tax Total</b>	<b>\$24,416,690</b>	<b>\$24,240,000</b>	<b>\$24,240,000</b>	<b>\$25,898,173</b>
<b>311710</b> Electric Franchise Taxes	\$3,643,834	\$3,650,000	\$3,650,000	\$3,828,460
<b>311730</b> Gas Franchise Taxes	\$684,641	\$670,000	\$670,000	\$670,000
<b>311750</b> TV Cable Franchise Taxes	\$1,193,750	\$900,000	\$900,000	\$1,150,000
<b>311760</b> Telephone Franchise Taxes	\$182,425	\$375,000	\$375,000	\$375,000
<b>314200</b> Alcoholic Beverage Excise Tax	\$1,034,231	\$1,015,000	\$1,015,000	\$1,020,000
<b>314300</b> Local Option Mixed Drink Excise Tax	\$375,703	\$350,000	\$350,000	\$375,000
<b>314900</b> Excise Tax - Other	\$125	\$0	\$0	\$0
<b>316100</b> Business & Occupation Tax	(\$18,059)	\$2,100,000	\$0	\$0
<b>316101</b> Business & Occupation Tax	\$1,576,321	\$0	\$2,100,000	\$1,750,000
<b>316102</b> Insurance Occupation Tax	\$101,115	\$95,000	\$95,000	\$100,000
<b>316200</b> Insurance Premium Tax	\$5,870,963	\$6,000,000	\$6,331,550	\$6,500,000
<b>316300</b> Financial Institution Tax	\$207,559	\$200,000	\$200,000	\$200,000
<b>Business Taxes Total</b>	<b>\$14,852,608</b>	<b>\$15,355,000</b>	<b>\$15,686,550</b>	<b>\$15,968,460</b>
<b>321110</b> Alcohol, Beer, Wine License	\$643,424	\$625,000	\$625,000	\$650,000
<b>321130</b> Liquor Pouring License	\$30,100	\$30,000	\$30,000	\$30,000
<b>321140</b> Bar Cards (Liquor Handling License)	\$6,990	\$7,500	\$7,500	\$7,500
<b>321220</b> Insurance	\$150	\$0	\$0	\$0
<b>321292</b> Solicitor Fees	\$1,425	\$0	\$0	\$1,500
<b>321295</b> Precious Metal Dealer Fee	\$2,850	\$2,000	\$2,000	\$2,500
<b>322210</b> Zoning And Land Use	\$59,060	\$55,000	\$55,000	\$55,000
<b>322230</b> Sign Permits	\$18,500	\$20,000	\$20,000	\$20,000
<b>322240</b> Small Cell Technology Permit	\$1,000	\$0	\$0	\$1,500
<b>322905</b> Photo and Film Fees	\$21,782	\$20,000	\$20,000	\$22,000
<b>322991</b> Special Events Fee	\$3,375	\$5,000	\$5,000	\$5,000
<b>322994</b> Personal transp veh fee	\$375	\$0	\$0	\$0
<b>322995</b> Fireworks Permits	\$500	\$0	\$0	\$0
<b>323120</b> Building & Inspection Fees	\$1,207,136	\$1,400,000	\$1,400,000	\$1,600,000
<b>323902</b> Grading Permits	\$149,535	\$175,000	\$175,000	\$175,000
<b>Licenses &amp; Permits Total</b>	<b>\$2,146,202</b>	<b>\$2,339,500</b>	<b>\$2,339,500</b>	<b>\$2,570,000</b>
<b>333100</b> Housing Authority	\$14,126	\$0	\$0	\$14,000
<b>336010</b> Alpharetta Fire Payments	\$108,870	\$163,779	\$168,181	\$162,505
<b>336011</b> Intergovernmental	\$63,300	\$60,000	\$60,000	\$65,000
<b>336015</b> Intergov - Fulton Co	\$13,520	\$0	\$0	\$0
<b>Intergovernmental Total</b>	<b>\$199,816</b>	<b>\$223,779</b>	<b>\$228,181</b>	<b>\$241,505</b>
<b>341200</b> Recording Fees	\$286	\$0	\$0	\$0
<b>341400</b> Printing And Duplication Fees	\$458	\$500	\$500	\$500
<b>341426</b> 3% Admin Impact Fees	\$13,205	\$15,000	\$15,000	\$15,000
<b>341701</b> Indirect Cost Confiscated Asset Fund	\$22,892	\$20,876	\$20,876	\$39,824
<b>341702</b> Indirect Cost E911	\$224,319	\$244,697	\$244,697	\$292,679
<b>341703</b> Indirect Cost Water Fund	\$314,440	\$336,533	\$336,533	\$358,891
<b>341704</b> Indirect Cost Solid Waste	\$971,679	\$1,038,121	\$1,038,121	\$1,049,858

# General Fund Revenues by Account, continued

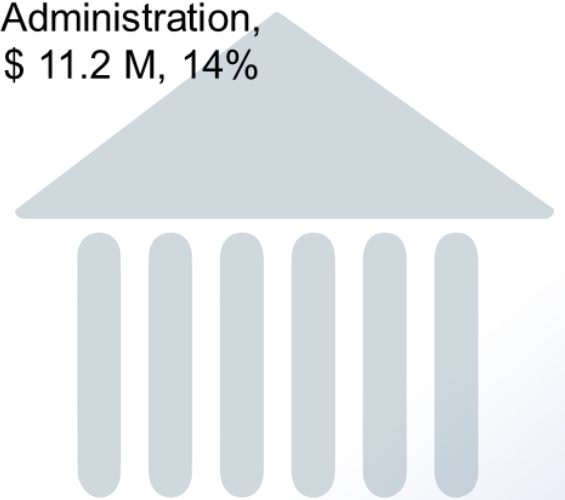
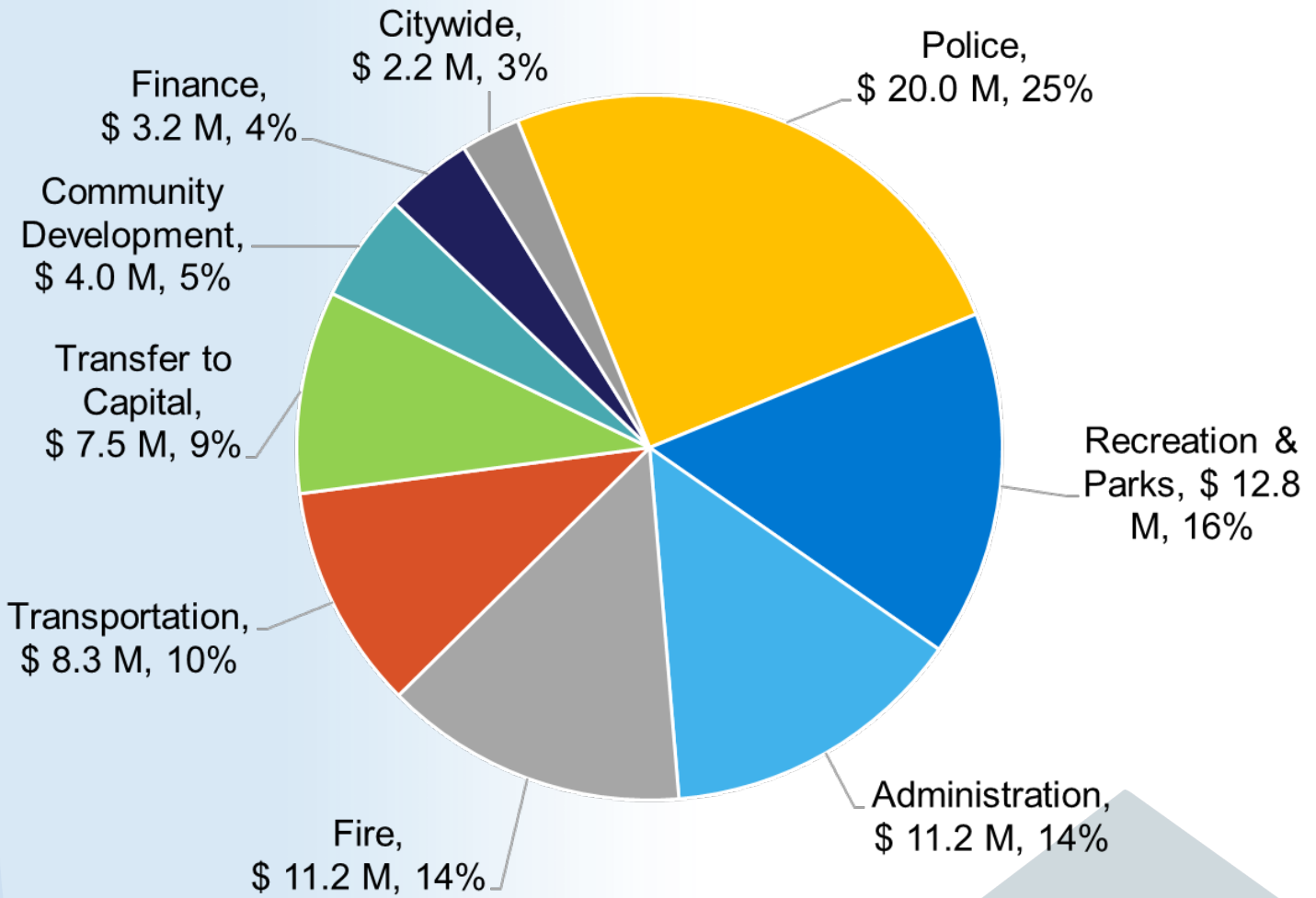
	FY 2018 Actual Revenue	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
341706 Indirect Cost Stormwater	\$512,843	\$583,514	\$583,514	\$572,206
341707 Indirect Cost Garage	\$65,523	\$69,474	\$69,474	\$126,291
341905 Other/Misc. Fees	\$20,767	\$40,000	\$40,000	\$40,000
341910 Election Qualify Fees	\$13,560	\$0	\$0	\$0
341915 Charging Station Fees	\$796	\$0	\$0	\$0
342120 Accident Reports	\$13,391	\$10,000	\$10,000	\$10,000
342140 Exspungement Fees	\$775	\$1,000	\$1,000	\$0
342210 Fire Alarm Fees	\$3,350	\$3,000	\$3,000	\$4,000
342310 Fingerprinting Fees	\$14,720	\$10,000	\$10,000	\$10,000
342920 Mountain Park	\$33,855	\$34,000	\$34,000	\$33,855
342925 Rapstc Training	\$12,322	\$1,000	\$1,000	\$10,000
343210 Lake Charles - Spec Assess	\$25,010	\$17,000	\$17,000	\$25,000
345410 Parking Charges	\$0	\$0	\$0	\$5,000
345610 Telecommunication Charges	\$309,527	\$325,000	\$325,000	\$300,000
346400 Background Check Fees	\$12,180	\$10,000	\$10,000	\$10,000
347201 Auditorium Rental Fees	\$90,863	\$100,000	\$100,000	\$100,000
349300 Bad Check Fees	\$210	\$0	\$0	\$0
349920 Vietnam Memorial Bricks	\$125	\$0	\$0	\$0
<b>Charges for Service Total</b>	<b>\$2,677,096</b>	<b>\$2,859,715</b>	<b>\$2,859,715</b>	<b>\$3,003,104</b>
351171 Municipal Court Fines	\$1,448,318	\$1,300,000	\$1,300,000	\$1,300,000
351172 Municipal Court Probation	\$51,069	\$60,000	\$60,000	\$45,000
351174 Munis Admin Fee	\$43,073	\$40,000	\$40,000	\$40,000
351175 Court Related - Other	\$10,738	\$25,000	\$25,000	\$15,000
351176 Diversion Fee	\$28,837	\$30,000	\$30,000	\$30,000
351177 School Bus Traffic Violation	\$17,540	\$25,000	\$25,000	\$10,000
<b>Fines &amp; Forfeitures Total</b>	<b>\$1,599,575</b>	<b>\$1,480,000</b>	<b>\$1,480,000</b>	<b>\$1,440,000</b>
361000 Interest Revenues	\$493,954	\$400,000	\$400,000	\$500,000
361010 Unrealized Invest Gains	(\$515,082)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$21,128)</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$500,000</b>
371004 Gas South Affinity Program	\$21,652	\$20,000	\$20,000	\$20,000
371005 Private Donations/contrib	\$25,300	\$0	\$0	\$0
381105 Rent Of Property	\$172,356	\$172,000	\$172,000	\$172,000
383100 Reimbursement From Insura	\$867,734	\$0	\$0	\$0
389400 Miscellaneous	(\$79)	\$0	\$0	\$0
389999 Over And Short	(\$674)	\$0	\$0	\$0
391201 Operating Transfer In	\$34,421	\$258,251	\$258,251	\$908,251
392100 Sale Of Assets	\$203,452	\$100,000	\$100,000	\$150,000
392300 Sale Of Abandoned Property	\$1,385	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$1,325,547</b>	<b>\$550,251</b>	<b>\$550,251</b>	<b>\$1,250,251</b>
393500 Capital Lease Program	\$1,179,032	\$0	\$0	\$0
<b>Lease Proceeds Total</b>	<b>\$1,179,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$74,790,906</b>	<b>\$74,325,128</b>	<b>\$74,661,080</b>	<b>\$77,115,496</b>
<b>Budgeted Use of Reserves</b>			\$0	\$3,223,550
<b>Total Source of Funds</b>	<b>\$74,790,906</b>	<b>\$74,325,128</b>	<b>\$74,661,080</b>	<b>\$80,339,046</b>



# General Fund

## FY 2020 Use of Funds (\$80.3M)

Operating and Maintenance Capital  
(in millions)



# General Fund Expenditures by Account

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$24,215,963	\$26,964,145	\$26,641,605	\$27,446,430	\$1,581,267	\$29,027,697
<b>511101</b> Budgeted Salary Savings	\$0	(\$428,172)	(\$428,172)	(\$894,211)	\$0	(\$894,211)
<b>511105</b> Part Time Employees	\$758,495	\$930,109	\$836,688	\$782,587	\$125,884	\$908,471
<b>511110</b> Elected Officials	\$211,248	\$239,634	\$239,634	\$244,134	\$0	\$244,134
<b>511115</b> Firefighter's Fees	\$4,864,894	\$5,286,523	\$5,479,640	\$5,286,523	\$255,764	\$5,542,287
<b>511200</b> Temporary Employees	\$0	\$2,400	\$2,400	\$2,400	\$0	\$2,400
<b>511300</b> Overtime	\$347,042	\$395,886	\$395,886	\$413,911	\$0	\$413,911
<b>511400</b> Other Compensation	\$4,750	\$40,000	\$40,000	\$40,000	\$0	\$40,000
<b>512200</b> Social Security (FICA)	\$1,914,942	\$1,991,374	\$2,055,688	\$2,115,455	\$142,064	\$2,257,519
<b>512300</b> Medicare	\$448,699	\$465,539	\$480,749	\$493,511	\$33,220	\$526,731
<b>512400</b> Defined Benefit Retirement	\$3,134,049	\$3,081,500	\$3,081,500	\$3,280,549	\$0	\$3,280,549
<b>512401</b> Deferred Compensation	\$144,438	\$160,860	\$160,860	\$160,860	\$0	\$160,860
<b>512402</b> Defined Contribution Retirement	\$1,200,650	\$1,487,258	\$1,528,155	\$1,683,084	\$124,237	\$1,807,321
<b>512500</b> Tuition Reimbursements	\$52,754	\$50,000	\$85,905	\$50,000	\$0	\$50,000
<b>512800</b> Terminated Benefits	\$153	\$0	\$0	\$0	\$0	\$0
<b>512920</b> Other Benefits	\$14,579	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>553100</b> Group Insurance Contribution	\$5,528,561	\$6,136,896	\$6,138,496	\$6,220,238	\$162,361	\$6,382,599
<b>554100</b> Workers Comp Contribution	\$492,370	\$440,977	\$440,977	\$600,172	\$0	\$600,172
<b>Salaries and Benefits Total</b>	<b>\$43,333,587</b>	<b>\$47,259,929</b>	<b>\$47,195,011</b>	<b>\$47,940,643</b>	<b>\$2,424,797</b>	<b>\$50,365,440</b>
<b>521201</b> Professional Services	\$849,636	\$1,647,210	\$2,273,027	\$756,966	\$640,000	\$1,396,966
<b>521202</b> Legal	\$300,177	\$100,000	\$124,822	\$100,000	\$100,000	\$200,000
<b>521203</b> Animal Control	\$76,168	\$110,000	\$132,832	\$110,000	\$0	\$110,000
<b>521300</b> Technical Services	\$240,322	\$200,479	\$213,329	\$225,336	\$0	\$225,336
<b>521400</b> Contract Services	\$2,525,723	\$2,815,441	\$3,059,053	\$2,560,459	(\$865,658)	\$1,694,801
<b>522110</b> Disposal	\$45,388	\$41,000	\$41,000	\$41,000	\$0	\$41,000
<b>522130</b> Custodial	\$139,579	\$144,000	\$144,650	\$137,000	\$0	\$137,000
<b>522140</b> Maintenance - Grounds	\$267,686	\$236,877	\$291,884	\$276,782	\$80,000	\$356,782
<b>522205</b> Repairs And Maintenance	\$1,902,125	\$2,211,280	\$2,959,295	\$2,100,315	\$54,830	\$2,155,145
<b>522210</b> Vehicle Repair	\$14,361	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$1,157,290	\$2,483,965	\$1,257,361	\$2,374,293	\$44,334	\$2,418,627
<b>522310</b> Rental Of Land And Buildings	\$41,982	\$64,500	\$150,500	\$140,900	\$0	\$140,900
<b>522320</b> Rental Of Equipment And Vehicles	\$288,267	\$504,511	\$504,511	\$523,396	\$0	\$523,396
<b>523100</b> Property And Liability Insurance	\$8,949	\$9,947	\$9,947	\$9,947	\$0	\$9,947
<b>523210</b> Communication Services	\$1,491,940	\$1,342,501	\$1,342,501	\$1,342,501	\$2,700	\$1,345,201
<b>523220</b> Postage	\$133,657	\$172,627	\$194,731	\$162,294	\$0	\$162,294
<b>523300</b> Advertising	\$57,108	\$75,875	\$76,635	\$75,875	\$5,000	\$80,875
<b>523400</b> Printing And Binding	\$52,911	\$117,790	\$160,467	\$75,040	\$0	\$75,040
<b>523500</b> Travel	\$156,653	\$194,264	\$205,894	\$210,779	\$1,950	\$212,729
<b>523600</b> Dues And Fees	\$119,939	\$120,757	\$132,373	\$134,893	\$1,282	\$136,175
<b>523700</b> Education And Training	\$111,454	\$240,047	\$245,617	\$246,473	\$3,337	\$249,810
<b>523800</b> Licenses	\$10,602	\$5,265	\$5,265	\$5,265	\$0	\$5,265
<b>523851</b> Contracted Temporary Labor	\$53,431	\$99,000	\$80,218	\$79,000	\$0	\$79,000
<b>523852</b> Instruction Fees	\$18,150	\$20,250	\$20,250	\$20,250	\$0	\$20,250
<b>523901</b> Bank Fees / Charges	\$165,929	\$210,000	\$210,000	\$210,000	\$0	\$210,000
<b>523902</b> Sanitation Services	\$94,065	\$113,600	\$113,600	\$113,600	\$0	\$113,600
<b>531105</b> Supplies	\$1,232,113	\$1,187,399	\$1,201,299	\$1,174,123	\$27,000	\$1,201,123
<b>531115</b> Recreation Supplies	\$147,424	\$227,590	\$230,461	\$227,590	\$0	\$227,590
<b>531120</b> Vehicle Parts And Supplies	\$2,562	\$0	\$0	\$0	\$0	\$0
<b>531130</b> Officials Expenses	\$3,250	\$3,000	\$3,000	\$3,000	\$0	\$3,000
<b>531131</b> Mayor's Expenses	\$3,018	\$7,000	\$7,000	\$7,000	\$0	\$7,000
<b>531150</b> Computer Supplies	\$20,761	\$3,500	\$12,973	\$3,500	\$0	\$3,500
<b>531210</b> Water / Sewerage	\$296,485	\$319,350	\$319,350	\$315,340	\$0	\$315,340
<b>531215</b> Stormwater Fees	\$660,193	\$661,305	\$661,305	\$705,784	\$0	\$705,784
<b>531220</b> Natural Gas	\$117,207	\$130,500	\$130,500	\$138,800	\$0	\$138,800
<b>531230</b> Electricity	\$2,474,006	\$2,611,050	\$2,611,050	\$2,576,100	\$0	\$2,576,100
<b>531240</b> Bottled Gas	\$7,243	\$13,206	\$13,206	\$9,534	\$0	\$9,534
<b>531250</b> Oil	\$9,483	\$27,780	\$27,780	\$14,850	\$0	\$14,850
<b>531270</b> Gasoline/ Diesel	\$674,568	\$719,400	\$719,400	\$723,700	\$2,800	\$726,500

# General Fund Expenditures by Account, continued

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
531310 Hospitality And Events	\$16,903	\$18,500	\$18,500	\$25,500	\$0	\$25,500
531400 Books And Periodicals	\$42,703	\$54,061	\$54,061	\$54,061	\$0	\$54,061
531605 Machinery And Equipment-Operating	\$390,027	\$285,538	\$478,167	\$277,388	\$126,000	\$403,388
531610 Furniture/Fixtures-Operating	\$54,949	\$57,666	\$57,666	\$48,216	\$5,000	\$53,216
531615 Computer Equipment-Operating	\$81,364	\$92,315	\$397,519	\$554,651	\$13,400	\$568,051
531620 Communication Equipment-Operating	\$11,844	\$15,897	\$15,897	\$15,897	\$0	\$15,897
531710 Vietnam Memorial Bricks	\$114	\$250	\$250	\$250	\$0	\$250
531720 Uniforms	\$274,166	\$280,645	\$305,783	\$278,945	\$53,100	\$332,045
539999 Special Events Contra	\$14,200	\$14,200	\$14,200	\$14,200	\$0	\$14,200
<b>Operating Total</b>	<b>\$16,858,075</b>	<b>\$20,011,338</b>	<b>\$21,229,129</b>	<b>\$19,200,793</b>	<b>\$295,075</b>	<b>\$19,495,868</b>
552400 Risk/Liability Contribution	\$867,753	\$925,542	\$925,542	\$1,086,341	\$0	\$1,086,341
579001 Contingency Operating	\$0	\$0	\$200,384	\$0	\$0	\$0
579003 Contingency - Tree Program	\$0	\$0	\$105,263	\$0	\$0	\$0
579004 Reserve for CIP	\$0	\$0	\$200,000	\$0	\$0	\$0
579020 Matching Grant Fund Contingency	\$0	\$0	\$159,159	\$0	\$0	\$0
581100 Principal- Long Term Debt	\$808,201	\$1,447,802	\$1,373,342	\$1,716,274	\$0	\$1,716,274
582100 Interest - Long Term Debt	\$149,841	\$126,624	\$201,084	\$217,384	\$0	\$217,384
611350 Transfers Out - Cap Projects	\$7,779,147	\$3,916,857	\$3,998,257	\$0	\$7,427,105	\$7,427,105
611351 Transfer Out - Fed Grant	\$589,289	\$0	\$47,920	\$0	\$0	\$0
611353 Transfer Out - Solid Waste	\$10,172	\$11,000	\$11,000	\$5,634	\$0	\$5,634
611355 Transfer Out - Participant Rec	\$396,266	\$74,875	\$74,875	\$0	\$0	\$0
611358 Transfer Out - Hotel/Motel	\$343,000	\$0	\$0	\$0	\$0	\$0
611360 Transfer Out - Group Insurance	\$0	\$0	\$0	\$25,000	\$0	\$25,000
611361 Transfer for Fleet Capital	\$1,564,780	\$0	\$1,226,604	\$0	\$0	\$0
611362 Transfer Out - CDBG Grant	\$7,767	\$0	\$0	\$0	\$0	\$0
611363 Transfer Out - 2013 Bond	\$34,221	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$12,550,437</b>	<b>\$6,502,700</b>	<b>\$8,523,430</b>	<b>\$3,050,633</b>	<b>\$7,427,105</b>	<b>\$10,477,738</b>
<b>Grand Total</b>	<b>\$72,742,099</b>	<b>\$73,773,967</b>	<b>\$76,947,570</b>	<b>\$70,192,069</b>	<b>\$10,146,977</b>	<b>\$80,339,046</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: Building Operations, City Administrator's Office, City Clerk, Community Relations, Court Services, Governing Body, Grants, Human Resources, Information Technology, Legal, Municipal Judge, Special Events and Security.



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



# Administration Department

**Administration and City-Wide Total**  
\$ 36,791,733

**General Fund**  
\$11,221,087

**Hotel/Motel Fund**  
\$1,456,200

**Special Events Fund**  
\$115,445

**Auto Rental Excise Fund**  
\$475,000

**Grant Funds**  
\$26,000

**City-Wide General Fund and Transfers**  
\$ 9,670,510

**Group Benefits Fund**  
\$9,230,703

**Worker's Compensation**  
\$840,210

**Risk Management Fund**  
\$1,407,619

**Capital Project Fund**  
\$2,348,959

**Michael Fischer**  
Deputy City Administrator

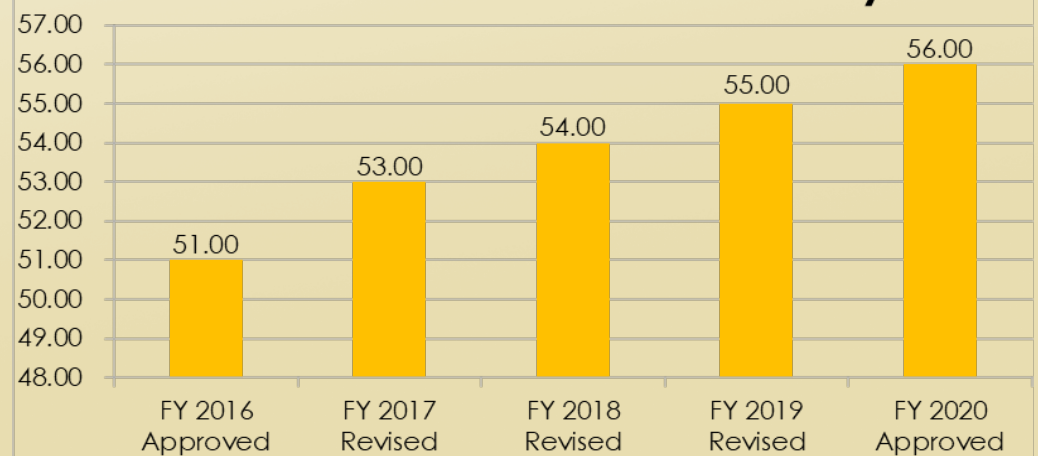
## Opportunities

FY 2020 will bring many opportunities to respond to our growing City. The Information Technology (IT) division FY 20 initiatives will be geared towards developing a stable "always on" IT infrastructure similar to today's best in class service providers. IT will focus on understanding each department's technology challenge and create better user experiences. During this process, best practices for infrastructure security will be an integral part of the IT and the City. City Clerk's division for FY 20 is implementing a new Campaign Finance Reporting Software. Building Operations division is looking to improve efficiency with a work order software.

## Challenges

A challenge for the department in FY 20 is to prioritize projects and balancing our high current service level. Within the City Clerk's office, the balance is between being official record keeper for the City and keeping up with the requests from Citizens and staff on an ongoing daily basis. For the Security division, the challenge is to provide a friendly and safe atmosphere while still maintaining a high standard of security. A challenge for the IT division is how to provide better customer service and deliver successful projects for the City's growing technology demands.

## Administration Personnel History



### Personnel Changes

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

**FY 2017:** Add (1) full-time Administrative Specialist to Probation, Mid year changes created (1) full time Security Manager.

**FY 2018:** Convert (1) part-time Video Producer to full time.

**FY 2019:** Add (2) full-time positions: (1) Historic Assets Manager and (1) Court Administrator. During FY 2019, (1) Historic Assets Manager transferred to Recreation and Parks.

**FY 2020:** Add (1) full-time Paralegal.



# Administration Department

## What We Have Accomplished

- Successful implementation and roll out of the new electronic portal and program for Citizen Public Records Requests was a top priority for the City Clerk's Office. This level of transparency is important to providing excellent communication to our Citizens as well as having a tracking system for our citizens and employees of the city using this software.
- Implementation of Recreational Trails Program Old Mill Ruins Park Trail Phase III Grant project.
- Implementation of the \$2 million Riverwalk Transportation Enhancement Grant project.
- Implementing the security systems at the Water Plant and Water Towers.
- The Division of Information Technology strengthened the City's Cyber Security posture with improvements in Email Security.
- The Division of Information Technology developed and delivered training for the following applications: Fidelity, Right Signature, ShareFile, Zix Email Protect, and BossDesk.
- Audio / Video upgrades in room 220, council chambers and courtroom.
- Strengthened the driver credentialing policy and processes to reduce City liability risk.
- Created Roswell@Work Employee Newsletter.
- Completed market pay grade analysis and implemented pay grade and pay increases for sworn Police and Park Police staff.

## What We Expect to Accomplish

- As the election superintendent for our municipal elections, the City Clerk's office is getting prepared for a very successful Municipal Election and prepared for whatever number of candidates qualify.
- Administration of municipal Community Development Block Grant entitlement program.
- The Division of Information Technology will have a stable infrastructure that can reliably run critical and non-critical applications.
- Each customer of IT will be more empowered in 2020 and have a richer experience interacting with City's technology.
- The Special Events Division has implemented a Special Events Committee. The committee will formulate how the City can bring events that support and encourage economic impact and tourism, while continuing to support the success and improvement of already-established events in the City of Roswell.
- Remodel Finance, Recreation & Parks, Probation front areas and Public Works Sanitation at 1810 Hembree Rd.
- Ongoing FCA projects to include asphalt and flooring at LEC.
- Conduct City wide compensation and benefits study for all employee job classifications.
- Roll out of SmarterU (Learning Management System) to enable online employee training and information sharing.

# Administration Department Programs

Programs  
**Quartile 1**  
(Most Relevant to Goals)

Internal Legal Support and Contract Review • Alcohol Licensing • Benefits Management & Administration • Claims Management & Litigation • Employee Relations • Governing Body Legal Support • IT Infrastructure Support/Maintenance • Mayor and City Council Support (2) • Payroll Administration • Public Document Requests • Real Estate Matters • Records Management • Special Event-Alive In Roswell • Statutory Compliance

Programs  
**Quartile 2**  
(Important to Goals)

Classification & Pay Plan Administration • Draft and/or Review Ordinance and Resolutions • Employee Recruitment and Hiring • General Liability Insurance • Grant Activity Management • Grant Making • Hazard Mitigation • Leave Administration • Mayor and Council Support (1) • Municipal Court Services • Prosecuting Case Management • 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)

Boards and Commission Support • Contract and COI Review • Damage Reports and Claims Administration • 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 • Historic House Museums Facility Management • Human Resource Information System • IT Communications Support/Maintenance • IT Operations Support/Maintenance • Legislative Compliance and Reporting • Media Relations • Publications • Roswell Inc. • Roswell Inc. External Business Recruitment • Roswell Inc. Local Business & Industry Support & Coordination • Roswell Inc. Outreach & Communication • Social Media • Wellness Program Administration

Programs  
**Quartile 4**  
(Least Relevant to Goals)

City Hall Meeting & Event Support • Convention and Visitors Bureau • Legal Training (internal) • Mail Services • 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 • Municipal Facility Repair and Maintenance • Photography • Public Outreach & Communication • Roswell Inc. Organization Administration • Special Event Support • Video Production



# Administration Department General Fund

<b>FY 2019 Approved Budget</b>			<b>\$10,338,049</b>
One Time Costs Removed:			\$195,015
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			\$83,279
Budgeted Vacancy Savings Adjustment:			(\$1,879)
Defined Benefit Retirement Adjustment:			\$9,508
Defined Contribution Retirement Adjustment:			\$27,629
Utilities Adjustment:			(\$72,290)
Fleet Lease Adjustment:			(\$1,035)
Gasoline / Oil / Bottled Gas Adjustment:			(\$200)
Group Benefits Adjustment:			\$89,710
Worker's Comp Contribution Adjustment:			\$3,336
Risk/Liability Adjustment:			\$16,831
Court Services Contract Adjustment:			\$84,694
IT Equipment Lease Adjustment:			\$225,608
Department Adjustments (Software moved to IT):			\$55,250
<b>FY 2020 Approved Base Budget</b>			<b>\$11,053,505</b>
Add Funding for IT Managed Services and Unfund (1) Full-Time Position in Information Technology			(\$73,228)
10015351	Various		
10026501	511100	Add (1) Full-Time Paralegal for Courts at 75% Funding	\$58,727
10015300	521202	Increase Funding for Legal Services	\$100,000
10015351	511105	Additional Part-Time Staff for IT Support Staff at 75% Funding	\$60,553
10015700	511105	Add Funding for (1) Part-Time Website Administrator Position	\$21,530
<b>FY 2020 Approved Program Changes</b>			<b>\$167,582</b>
<b>FY 2020 Approved Operating Budget</b>			<b>\$11,221,087</b>
Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)			\$1,934,959
35015651	541300	10001	
35015351	531615	11001	IT Equipment Replacement Program
<b>Maintenance Capital Total</b>			<b>\$1,959,959</b>
35015000	543000	10009	Add Funding for Classification and Compensation Study
35015351	542100	11016	Add Funding for Network Access Control
35015351	542300	11015	IT Office Suite Furniture and Renovation
<b>One Time Capital Total</b>			<b>\$189,000</b>
<b>FY 2020 Approved Capital</b>			<b>\$2,148,959</b>
<b>FY 2020 Total Approved Budget</b>			<b>\$13,370,046</b>



# Administration Department General Fund (continued)

## FY 2020 Approved Budget - General Fund Unfunded

LED Lighting Conversion for City Buildings	\$750,000
Increase Funding for Professional Services to Legal for Review of Real Estate	\$15,000
Increase Funding to Add Additional Bike Roswell Festival for Fall	\$12,000
Citizen Engagement Add (1) Full-Time and (1) Part-Time Position at 75% Funding	\$99,444
Add Funding for Security Lighting for City Hall Events	\$120,000
Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)	\$34,662
City Hall Elevator Renovation	\$105,000
Add (1) Full-Time Administrative Specialist Position for Special Events at 100% Funding	\$61,277
<b>Unfunded Requests</b>	<b>\$1,197,383</b>

# Administration Department General Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$3,156,125	\$3,369,920	\$3,397,409	\$3,434,180	(\$67,160)	\$3,367,020
<b>511101</b> Budgeted Salary Savings	\$0	(\$32,463)	(\$32,463)	(\$34,342)	\$0	(\$34,342)
<b>511105</b> Part Time Employees	\$140,315	\$200,982	\$229,561	\$210,982	\$76,250	\$287,232
<b>511110</b> Elected Officials	\$211,248	\$239,634	\$239,634	\$244,134	\$0	\$244,134
<b>511300</b> Overtime	\$1,787	\$11,000	\$11,000	\$11,000	\$0	\$11,000
<b>511400</b> Other Compensation	\$4,750	\$40,000	\$40,000	\$40,000	\$0	\$40,000
<b>512200</b> Social Security (FICA)	\$218,123	\$238,950	\$242,359	\$242,455	\$568	\$243,023
<b>512300</b> Medicare	\$51,569	\$55,697	\$56,667	\$56,711	\$141	\$56,852
<b>512400</b> Defined Benefit Retirement	\$423,908	\$395,520	\$395,520	\$405,028	\$0	\$405,028
<b>512401</b> Deferred Compensation	\$21,478	\$24,160	\$24,160	\$24,160	\$0	\$24,160
<b>512402</b> Defined Contribution Retirement	\$187,075	\$215,769	\$216,981	\$243,398	(\$5,958)	\$237,440
<b>512500</b> Tuition Reimbursements	\$52,754	\$50,000	\$85,905	\$50,000	\$0	\$50,000
<b>512920</b> Other Benefits	\$14,579	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>553100</b> Group Insurance Contribution	\$725,316	\$689,630	\$690,448	\$779,340	\$9,741	\$789,081
<b>554100</b> Workers Comp Contribution	\$13,510	\$9,240	\$9,240	\$12,576	\$0	\$12,576
<b>Salaries and Benefits Total</b>	<b>\$5,222,537</b>	<b>\$5,523,039</b>	<b>\$5,621,421</b>	<b>\$5,734,622</b>	<b>\$13,582</b>	<b>\$5,748,204</b>
<b>521201</b> Professional Services	\$191,511	\$153,416	\$382,899	\$353,416	\$50,000	\$403,416
<b>521202</b> Legal	\$300,177	\$100,000	\$124,822	\$100,000	\$100,000	\$200,000
<b>521300</b> Technical Services	\$59,275	\$52,275	\$57,349	\$52,275	\$0	\$52,275
<b>521400</b> Contract Services	\$813,782	\$620,046	\$684,561	\$704,740	\$0	\$704,740
<b>522130</b> Custodial	\$125,446	\$119,500	\$119,500	\$119,500	\$0	\$119,500
<b>522205</b> Repairs And Maintenance	\$1,080,885	\$1,345,456	\$1,346,516	\$1,420,206	\$0	\$1,420,206
<b>522220</b> Vehicle Fleet Rate	\$12,875	\$34,804	\$13,989	\$33,769	\$0	\$33,769

# Administration Department General Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
522310 Rental Of Land And Buildings	\$15,526	\$12,000	\$12,000	\$12,000	\$0	\$12,000
522320 Rental Of Equipment And Vehicles	\$211,696	\$380,194	\$380,194	\$380,802	\$0	\$380,802
523210 Communication Services	\$920,018	\$593,580	\$593,580	\$593,580	\$0	\$593,580
523220 Postage	\$5,975	\$8,098	\$8,098	\$8,098	\$0	\$8,098
523300 Advertising	\$8,879	\$17,300	\$17,300	\$17,300	\$0	\$17,300
523400 Printing And Binding	\$7,126	\$21,240	\$21,240	\$15,240	\$0	\$15,240
523500 Travel	\$31,544	\$49,944	\$61,574	\$55,749	\$0	\$55,749
523600 Dues And Fees	\$49,080	\$48,510	\$60,126	\$60,840	\$0	\$60,840
523700 Education And Training	\$46,620	\$99,718	\$104,288	\$98,898	\$0	\$98,898
523800 Licenses	\$9,927	\$0	\$0	\$0	\$0	\$0
523851 Contracted Temporary Labor	\$53,431	\$95,000	\$76,218	\$75,000	\$0	\$75,000
523902 Sanitation Services	\$42,277	\$60,000	\$60,000	\$60,000	\$0	\$60,000
531105 Supplies	\$122,582	\$118,587	\$116,727	\$116,087	\$0	\$116,087
531120 Vehicle Parts And Supplies	\$17	\$0	\$0	\$0	\$0	\$0
531130 Officials Expenses	\$3,250	\$3,000	\$3,000	\$3,000	\$0	\$3,000
531131 Mayor's Expenses	\$3,018	\$7,000	\$7,000	\$7,000	\$0	\$7,000
531150 Computer Supplies	\$9,134	\$0	\$4,547	\$0	\$0	\$0
531210 Water / Sewerage	\$32,505	\$32,000	\$32,000	\$32,000	\$0	\$32,000
531215 Stormwater Fees	\$13,801	\$13,810	\$13,810	\$14,520	\$0	\$14,520
531220 Natural Gas	\$50,210	\$52,000	\$52,000	\$52,000	\$0	\$52,000
531230 Electricity	\$408,441	\$498,000	\$498,000	\$424,000	\$0	\$424,000
531250 Oil	\$49	\$330	\$330	\$330	\$0	\$330
531270 Gasoline/ Diesel	\$6,749	\$7,810	\$7,810	\$7,610	\$0	\$7,610
531310 Hospitality And Events	\$14,203	\$15,000	\$15,000	\$16,000	\$0	\$16,000
531400 Books And Periodicals	\$32,267	\$35,850	\$35,850	\$35,850	\$0	\$35,850
531605 Machinery And Equipment-Operating	\$28,359	\$50,805	\$175,805	\$43,805	\$0	\$43,805
531610 Furniture/Fixtures-Operating	\$7,617	\$8,250	\$7,250	\$8,250	\$2,000	\$10,250
531615 Computer Equipment-Operating	\$29,018	\$39,158	\$45,358	\$32,858	\$2,000	\$34,858
531620 Communication Equipment-Operating	\$5,004	\$5,500	\$5,500	\$5,500	\$0	\$5,500
531720 Uniforms	\$3,587	\$5,500	\$5,500	\$5,500	\$0	\$5,500
539999 Special Events Contra	\$14,200	\$14,200	\$14,200	\$14,200	\$0	\$14,200
<b>Operating Total</b>	<b>\$4,770,061</b>	<b>\$4,717,881</b>	<b>\$5,163,941</b>	<b>\$4,979,923</b>	<b>\$154,000</b>	<b>\$5,133,923</b>
552400 Risk/Liability Contribution	\$121,978	\$97,129	\$97,129	\$113,960	\$0	\$113,960
579003 Contingency - Tree Program	\$0	\$0	\$105,263	\$0	\$0	\$0
581100 Principal- Long Term Debt	\$0	\$0	\$0	\$225,000	\$0	\$225,000
611361 Transfer for Fleet Capital	\$26,554	\$0	\$20,815	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$148,532</b>	<b>\$97,129</b>	<b>\$223,207</b>	<b>\$338,960</b>	<b>\$0</b>	<b>\$338,960</b>
<b>Grand Total</b>	<b>\$10,141,130</b>	<b>\$10,338,049</b>	<b>\$11,008,569</b>	<b>\$11,053,505</b>	<b>\$167,582</b>	<b>\$11,221,087</b>



# Administration Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$426,891	\$422,449	\$424,648	\$422,449	\$0	\$425,677
Operating	\$41,677	\$67,870	\$88,870	\$67,870	\$0	\$67,870
Transfers, Capital, Other	\$0	\$0	\$105,263	\$0	\$0	\$0
<b>10011100 - Governing Body Total</b>	<b>\$468,568</b>	<b>\$490,319</b>	<b>\$618,781</b>	<b>\$490,319</b>	<b>\$0</b>	<b>\$493,547</b>
Salaries and Benefits	\$454,948	\$513,176	\$515,576	\$513,176	\$0	\$537,445
Operating	\$33,740	\$50,354	\$258,170	\$258,169	\$0	\$258,169
<b>10013200 - City Administrator Total</b>	<b>\$488,688</b>	<b>\$563,530</b>	<b>\$773,746</b>	<b>\$771,345</b>	<b>\$0</b>	<b>\$795,614</b>
Salaries and Benefits	\$193,779	\$216,937	\$223,596	\$216,937	\$0	\$228,306
Operating	\$239,389	\$183,446	\$190,646	\$190,646	\$0	\$174,146
<b>10013300 - City Clerk Total</b>	<b>\$433,168</b>	<b>\$400,383</b>	<b>\$414,242</b>	<b>\$407,583</b>	<b>\$0</b>	<b>\$402,452</b>
Salaries and Benefits	\$306,816	\$333,556	\$299,506	\$333,556	\$0	\$300,973
Operating	\$88,489	\$132,028	\$125,172	\$132,028	\$0	\$128,414
Transfers, Capital, Other	\$126,079	\$97,129	\$100,343	\$97,129	\$0	\$113,960
<b>10015000 - General Administration Total</b>	<b>\$521,384</b>	<b>\$562,713</b>	<b>\$525,021</b>	<b>\$562,713</b>	<b>\$0</b>	<b>\$543,347</b>
Salaries and Benefits	\$462,323	\$452,312	\$467,855	\$452,312	\$0	\$489,041
Operating	\$368,464	\$167,390	\$192,212	\$167,390	\$100,000	\$267,390
<b>10015300 - Legal Total</b>	<b>\$830,787</b>	<b>\$619,702</b>	<b>\$660,067</b>	<b>\$619,702</b>	<b>\$100,000</b>	<b>\$756,431</b>
Salaries and Benefits	\$895,228	\$854,728	\$879,205	\$854,728	(\$62,675)	\$842,010
Operating	\$2,089,692	\$2,152,506	\$2,277,926	\$2,152,506	\$50,000	\$2,285,864
Transfers, Capital, Other	\$0	\$0	\$0	\$0	\$0	\$225,000
<b>10015351 - Information Technology Total</b>	<b>\$2,984,920</b>	<b>\$3,007,234</b>	<b>\$3,157,131</b>	<b>\$3,007,234</b>	<b>(\$12,675)</b>	<b>\$3,352,874</b>
Salaries and Benefits	\$622,042	\$621,579	\$673,931	\$621,579	\$0	\$650,235
Operating	\$99,189	\$93,540	\$98,087	\$93,540	\$0	\$93,540
<b>10015400 - Human Resources Total</b>	<b>\$721,231</b>	<b>\$715,119</b>	<b>\$772,018</b>	<b>\$715,119</b>	<b>\$0</b>	<b>\$743,775</b>
Salaries and Benefits	\$481,715	\$539,608	\$551,604	\$539,608	\$0	\$573,647
Operating	\$966,775	\$1,097,063	\$1,086,934	\$1,097,063	\$0	\$1,015,229
Transfers, Capital, Other	\$13,738	\$0	\$10,769	\$0	\$0	\$0
<b>10015651 - Building Operations Total</b>	<b>\$1,462,228</b>	<b>\$1,636,671</b>	<b>\$1,649,307</b>	<b>\$1,636,671</b>	<b>\$0</b>	<b>\$1,588,876</b>
Salaries and Benefits	\$193,922	\$176,005	\$190,390	\$176,005	\$0	\$195,171
Operating	\$70,781	\$84,675	\$84,675	\$84,675	\$0	\$94,554
<b>10015652 - Security Total</b>	<b>\$264,703</b>	<b>\$260,680</b>	<b>\$275,065</b>	<b>\$260,680</b>	<b>\$0</b>	<b>\$289,725</b>
Salaries and Benefits	\$535,350	\$563,699	\$602,938	\$563,699	\$21,530	\$621,912
Operating	\$92,825	\$131,615	\$146,172	\$111,615	\$0	\$100,615
<b>10015700 - Community Relations Total</b>	<b>\$628,175</b>	<b>\$695,314</b>	<b>\$749,110</b>	<b>\$675,314</b>	<b>\$21,530</b>	<b>\$722,527</b>
Salaries and Benefits	\$404,377	\$539,133	\$499,940	\$539,133	\$54,727	\$594,959
Operating	\$593,441	\$493,252	\$550,935	\$493,252	\$4,000	\$583,990
Transfers, Capital, Other	\$8,715	\$0	\$6,832	\$0	\$0	\$0
<b>10026501 - Court Services Total</b>	<b>\$1,006,533</b>	<b>\$1,032,385</b>	<b>\$1,057,707</b>	<b>\$1,032,385</b>	<b>\$58,727</b>	<b>\$1,178,949</b>
Salaries and Benefits	\$76,846	\$117,420	\$117,420	\$117,420	\$0	\$118,523
Operating	\$57,750	\$32,116	\$32,116	\$32,116	\$0	\$32,116
<b>10026502 - Municipal Judge Total</b>	<b>\$134,596</b>	<b>\$149,536</b>	<b>\$149,536</b>	<b>\$149,536</b>	<b>\$0</b>	<b>\$150,639</b>
Salaries and Benefits	\$168,300	\$172,437	\$174,812	\$172,437	\$0	\$170,305
Operating	\$27,849	\$32,026	\$32,026	\$32,026	\$0	\$32,026
<b>10061701 - Special Events Total</b>	<b>\$196,149</b>	<b>\$204,463</b>	<b>\$206,838</b>	<b>\$204,463</b>	<b>\$0</b>	<b>\$202,331</b>
<b>Grand Total</b>	<b>\$10,141,130</b>	<b>\$10,338,049</b>	<b>\$11,008,569</b>	<b>\$10,533,064</b>	<b>\$167,582</b>	<b>\$11,221,087</b>

# Hotel/Motel Fund

The Hotel/Motel Fund is a special revenue fund used to account for the proceeds from the 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. In FY 2019, the tax rate was 6% and the percentage restrictions on spending were 16.67% of revenues restricted for trails, 43.33% of

revenues are restricted for tourism and the remaining 40% of revenues unrestricted.

For the FY 2020 Budget, the City and State Legislature approved an increase in the tax to 8%. 18.75% restricted for Tourism Product Development, 43.75% restricted for tourism and 37.5% of revenues are unrestricted and can be used as the City deems appropriate.



# Hotel/Motel Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$37,418</b>
<b>FY 2020 Revenues</b>		<b>\$1,500,000</b>
<b>FY 2019 Approved Budget</b>		<b>\$1,104,936</b>
One Time Costs Removed:		(\$920,536)
Capital Removed:		(\$180,000)
Bank Fees/Charges Adjustment:		\$1,800
<b>FY 2020 Approved Base Budget</b>		<b>\$6,200</b>
27575402	521400	Funding for CVB Operations -Hotel/Motel Tourism, Conventions, and Trade Shows Funding (Total FY 2020 Funding of \$800,000)
		\$656,250
27575402	521400	Funding for CVB Operations - Hotel/Motel Unrestricted Funding (Total FY 2020 Funding of \$800,000)
		\$143,750
27575401	611357	Transfers to General Fund from Hotel Motel Unrestricted
		\$400,000
27575403	611350	Transfers to Capital Project Fund from Hotel Motel Tourism Product Development (River Park Master Plan)
		\$250,000
<b>FY 2020 Approved Program Changes</b>		<b>\$1,450,000</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$1,456,200</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$1,456,200</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$81,218</b>
<b>FY 2020 Approved Budget - Hotel Motel Fund Unfunded</b>		
Funding for CVB Operations (Unfunded Portion at \$200,000)		\$200,000
<b>Unfunded Requests</b>		<b>\$200,000</b>



# Hotel/Motel Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
314101 Hotel/Motel Tax : Trails 16.67%	\$174,172	\$194,710	\$194,710	\$0
314102 Hotel/Motel Tax : General 40.00%	\$417,928	\$467,211	\$467,211	\$0
314103 Hotel/Motel Tax : Tourism 43.33%	\$452,721	\$506,106	\$506,106	\$0
314104 Hotel/Motel Tax : Unrestricted 37.50%	\$0	\$0	\$0	\$562,500
314105 Hotel/Motel Tax : TCT 43.75%	\$0	\$0	\$0	\$656,250
314106 Hotel/Motel Tax : TPD 18.75%	\$0	\$0	\$0	\$281,250
<b>Business Taxes Total</b>	<b>\$1,044,821</b>	<b>\$1,168,027</b>	<b>\$1,168,027</b>	<b>\$1,500,000</b>
391205 Hotel/Motel Interfund Transfer	\$343,000	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$343,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$1,387,821</b>	<b>\$1,168,027</b>	<b>\$1,168,027</b>	<b>\$1,500,000</b>

# Hotel/Motel Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
521201 Professional Services	\$570,000	\$0	\$0	\$0	\$0	\$0
521400 Contract Services	\$664,948	\$695,536	\$695,536	\$0	\$800,000	\$800,000
523901 Bank Fees / Charges	\$5,278	\$4,400	\$4,400	\$6,200	\$0	\$6,200
531615 Computer Equipment-Operating	(\$1,845)	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$1,238,381</b>	<b>\$699,936</b>	<b>\$699,936</b>	<b>\$6,200</b>	<b>\$800,000</b>	<b>\$806,200</b>
552400 Risk/Liability Contribution	\$2,449	\$0	\$0	\$0	\$0	\$0
611350 Transfers Out - Cap Projects	\$431,646	\$180,000	\$180,000	\$0	\$250,000	\$250,000
611357 Transfer Out - General Fund	\$0	\$225,000	\$225,000	\$0	\$400,000	\$400,000
<b>Transfers, Capital, Other Total</b>	<b>\$434,095</b>	<b>\$405,000</b>	<b>\$405,000</b>	<b>\$0</b>	<b>\$650,000</b>	<b>\$650,000</b>
<b>Grand Total</b>	<b>\$1,672,476</b>	<b>\$1,104,936</b>	<b>\$1,104,936</b>	<b>\$6,200</b>	<b>\$1,450,000</b>	<b>\$1,456,200</b>



# Hotel/Motel Fund Programs Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$5,278	\$4,400	\$4,400	\$4,400	\$0	\$6,200
Transfers, Capital, Other	\$0	\$225,000	\$225,000	\$0	\$400,000	\$400,000
<b>27575401 - Hotel Motel Admin Total</b>	<b>\$5,278</b>	<b>\$229,400</b>	<b>\$229,400</b>	<b>\$4,400</b>	<b>\$400,000</b>	<b>\$406,200</b>
Operating	\$663,103	\$695,536	\$695,536	\$0	\$800,000	\$800,000
Transfers, Capital, Other	\$2,449	\$0	\$0	\$0	\$0	\$0
<b>27575402 - Convention and Visitors Bureau Total</b>	<b>\$665,552</b>	<b>\$695,536</b>	<b>\$695,536</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$800,000</b>
Transfers, Capital, Other	\$431,646	\$180,000	\$180,000	\$0	\$250,000	\$250,000
<b>27575403 - Hotel Motel Trails Total</b>	<b>\$431,646</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>
Operating	\$570,000	\$0	\$0	\$0	\$0	\$0
<b>27575404 - Roswell INC (was RBA) Total</b>	<b>\$570,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$1,672,476</b>	<b>\$1,104,936</b>	<b>\$1,104,936</b>	<b>\$4,400</b>	<b>\$1,450,000</b>	<b>\$1,456,200</b>





# Special Events Fund

## What We Have Accomplished

- The City of Roswell's Special Events Division, now manages the Alive in Roswell Series. The Festival held on the Third Thursday of the month, April-October, has become a signature event in the City of Roswell. Special Events has successfully secured over \$60,000 in sponsorships for the 2019 event.

## What We Expect to Accomplish

- The City of Roswell's Special Events Division has successfully initiated a new event on City Hall grounds, Music on the Hill. The music series debuted for the months of September and October and will come back for a full season May-October in 2019. Top musical entertainment along with a BYO atmosphere makes this a popular event with both businesses and residents of Roswell.



# Special Events Fund

<b>FY 2020 Estimated Available Fund Balance</b>	<b>\$0</b>
<b>FY 2020 Revenues</b>	<b>\$139,500</b>
<b>FY 2019 Approved Budget</b>	<b>\$0</b>
Alive in Roswell Base Budget:	\$92,345
Music on the Hill Base Budget:	\$23,100
<b>FY 2020 Approved Base Budget</b>	<b>\$115,445</b>
<b>FY 2020 Approved Operating Budget</b>	<b>\$115,445</b>
<b>FY 2020 Total Approved Budget</b>	<b>\$115,445</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>	<b>\$24,055</b>



# Special Events Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>347502</b> Special Events	\$0	\$0	\$61,000	\$61,000
<b>Charges for Service Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,000</b>	<b>\$61,000</b>
<b>371006</b> Special Events Sponsorships	\$0	\$0	\$78,500	\$78,500
<b>Miscellaneous Revenues Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$78,500</b>	<b>\$78,500</b>
<b>Current Year Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$139,500</b>	<b>\$139,500</b>

# Special Events Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$0	\$0	\$11,792	\$29,620	\$0	\$29,620
<b>512200</b> Social Security (FICA)	\$0	\$0	\$731	\$0	\$0	\$0
<b>512300</b> Medicare	\$0	\$0	\$171	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,694</b>	<b>\$29,620</b>	<b>\$0</b>	<b>\$29,620</b>
<b>521400</b> Contract Services	\$0	\$0	\$22,517	\$57,050	\$0	\$57,050
<b>522320</b> Rental Of Equipment And Vehicles	\$0	\$0	\$7,436	\$17,750	\$0	\$17,750
<b>531105</b> Supplies	\$0	\$0	\$4,629	\$11,025	\$0	\$11,025
<b>Operating Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$34,582</b>	<b>\$85,825</b>	<b>\$0</b>	<b>\$85,825</b>
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$47,276</b>	<b>\$115,445</b>	<b>\$0</b>	<b>\$115,445</b>





# Auto Rental Excise Tax Fund

The Auto Rental Excise Tax Fund is a special revenue fund used to account for the proceeds of a three percent (3%) excise tax on the rental of motor vehicles as authorized by State law (OCGA § 48-13-90).

Proceeds of the tax may be utilized to provide additional funding to promote industry, trade, commerce and tourism or for capital projects related to sports, conventions, recreational facilities or public safety facilities or for the maintenance of such facilities.



# Auto Rental Excise Tax Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$225,000</b>	
<b>FY 2020 Revenues</b>		<b>\$250,000</b>	
<b>FY 2019 Approved Budget</b>		<b>\$0</b>	
<b>FY 2020 Approved Base Budget</b>		<b>\$0</b>	
28000000	611357	Transfer to General Fund - Promotion of Industry, Trade, and Commerce	\$475,000
<b>FY 2020 Approved Program Changes</b>		<b>\$475,000</b>	
<b>FY 2020 Approved Operating Budget</b>		<b>\$475,000</b>	
<b>FY 2020 Total Approved Budget</b>		<b>\$475,000</b>	
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$0</b>	

# Auto Rental Excise Tax Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>314400</b> Auto Rental Excise Tax	\$0	\$75,000	\$75,000	\$250,000
<b>Business Taxes Total</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$250,000</b>
<b>Current Year Revenues</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$250,000</b>

# Auto Rental Excise Tax Fund Expenses

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>611357</b> Transfer Out - General Fund	\$0	\$0	\$0	\$0	\$475,000	\$475,000
<b>Transfers, Capital, Other Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$475,000</b>	<b>\$475,000</b>
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$475,000</b>	<b>\$475,000</b>

# 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 2019 Approved Budget</b>			<b>\$3,038,279</b>
One Time Costs Removed (Partner Organizations):			<b>(\$1,081,125)</b>
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			<b>(\$1,386,640)</b>
Group Benefits Adjustment:			<b>(\$531,514)</b>
Parking Lease Adjustment:			\$78,700
<b>FY 2020 Approved Base Budget</b>			<b>\$117,700</b>
<b>CityWide</b>			
10015850	511100	Employee Salary Increase (Average of 3%)	\$1,135,675
10015850	523300	Add Advertising for Census Campaign	\$5,000
<b>Historic Roswell Beautification Project</b>			
10015850	522205	HRB Elizabeth Way Storefront Landscape Cleanup	\$4,000
10015850	522205	HRB Flowers for Hanging Baskets	\$16,560
10015850	522205	HRB Historic District Mulching and Weed Control	\$5,600
10015850	522205	HRB Holiday Decorations for Historic District	\$4,500
10015850	522205	HRB Roswell Historic District Streetscape Improvement Program	\$5,000
10015850	522205	HRB Flowers for Planters in Historic District and Roswell Square	\$5,460
10015850	522205	HRB Decorative Banner Project for Historic District	\$3,910
<b>Roswell Arts Fund</b>			
10061700	521400	RAC Funding for Roswell Arts Fund (Partially Funded)	\$270,000
<b>Roswell Historical Society</b>			
10049500	521400	HIS Cemetery Improvement	\$80,000
10061101	521201	HIS Archivist Salary	\$30,000
<b>Roswell Inc</b>			
10075404	521201	Administration & Staffing	\$402,000
10075404	521201	Communications	\$46,900
10075404	521201	Economic Development	\$55,800
10075404	521201	Industry Support	\$55,300
<b>FY 2020 Approved Program Changes</b>			<b>\$2,125,705</b>
<b>FY 2020 Approved Operating Budget</b>			<b>\$2,243,405</b>
35015850	541200	20009 Americans with Disabilities Act Implementation Plan	\$200,000
<b>One Time Capital Total</b>			<b>\$200,000</b>
10015850	611350	Transfer to Capital Project Fund (Maintenance and One Time Capital)	\$7,427,105
<b>Transfer to Capital Projects Fund Total</b>			<b>\$7,427,105</b>
<b>FY 2020 Approved Capital and Transfers for General Fund Capital</b>			<b>\$7,627,105</b>
<b>FY 2020 Total Approved Budget</b>			<b>\$9,870,510</b>



# Citywide - General Fund

## FY 2020 Approved Budget - General Fund Unfunded

### Historic Roswell Beautification Project

Assistance from City Employees to Help Water Plants and Flowers	\$0
East Alley Streetscape Enhancement	\$5,000
<b>Historic Roswell Beautification Project Total</b>	<b>\$5,000</b>

### Roswell Arts Fund

Funding for Roswell Arts Fund (Unfunded at \$20,000)	\$20,000
<b>Roswell Arts Fund Total</b>	<b>\$20,000</b>

<b>Unfunded Requests</b>	<b>\$25,000</b>
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# Citywide Expenditures - General Fund

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
511100 Regular Employees	\$0	\$1,348,460	\$166,510	\$0	\$984,581	\$984,581
511105 Part Time Employees	\$0	\$38,180	\$38,180	\$0	\$23,470	\$23,470
512200 Social Security (FICA)	\$0	\$0	\$0	\$0	\$62,490	\$62,490
512300 Medicare	\$0	\$0	\$0	\$0	\$14,600	\$14,600
512402 Defined Contribution Retirement	\$0	\$0	\$0	\$0	\$50,534	\$50,534
553100 Group Insurance Contribution	\$0	\$531,514	\$531,514	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$0</b>	<b>\$1,918,154</b>	<b>\$736,204</b>	<b>\$0</b>	<b>\$1,135,675</b>	<b>\$1,135,675</b>
521201 Professional Services	\$25,000	\$691,125	\$691,125	\$0	\$590,000	\$590,000
521400 Contract Services	\$216,050	\$340,000	\$391,721	\$0	\$350,000	\$350,000
522140 Maintenance - Grounds	\$19,847	\$0	\$4,619	\$0	\$0	\$0
522205 Repairs And Maintenance	\$52,883	\$50,000	\$88,945	\$0	\$45,030	\$45,030
522310 Rental Of Land And Buildings	\$13,000	\$39,000	\$113,800	\$117,700	\$0	\$117,700
523300 Advertising	\$0	\$0	\$0	\$0	\$5,000	\$5,000
531105 Supplies	\$15,852	\$0	\$0	\$0	\$0	\$0
531210 Water / Sewerage	\$115	\$0	\$0	\$0	\$0	\$0
531215 Stormwater Fees	\$25	\$0	\$0	\$0	\$0	\$0
531220 Natural Gas	\$1,114	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$343,886</b>	<b>\$1,120,125</b>	<b>\$1,290,210</b>	<b>\$117,700</b>	<b>\$990,030</b>	<b>\$1,107,730</b>
579001 Contingency Operating	\$0	\$0	\$200,384	\$0	\$0	\$0
579004 Reserve for CIP	\$0	\$0	\$200,000	\$0	\$0	\$0
579020 Matching Grant Fund Contingency	\$0	\$0	\$159,159	\$0	\$0	\$0
581100 Principal- Long Term Debt	\$202,229	\$0	\$0	\$0	\$0	\$0
582100 Interest - Long Term Debt	\$49,695	\$0	\$0	\$0	\$0	\$0
611350 Transfers Out - Cap Projects	\$7,779,147	\$3,916,857	\$3,998,257	\$0	\$7,427,105	\$7,427,105
611351 Transfer Out - Fed Grant	\$589,289	\$0	\$47,920	\$0	\$0	\$0
611358 Transfer Out - Hotel/Motel	\$343,000	\$0	\$0	\$0	\$0	\$0
611362 Transfer Out - CDBG Grant	\$7,767	\$0	\$0	\$0	\$0	\$0
611363 Transfer Out - 2013 Bond	\$34,221	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$9,005,348</b>	<b>\$3,916,857</b>	<b>\$4,605,720</b>	<b>\$0</b>	<b>\$7,427,105</b>	<b>\$7,427,105</b>
<b>Grand Total</b>	<b>\$9,349,234</b>	<b>\$6,955,136</b>	<b>\$6,632,134</b>	<b>\$117,700</b>	<b>\$9,552,810</b>	<b>\$9,670,510</b>

# Citywide General Fund Programs Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$0	\$1,918,154	\$736,204	\$1,918,154	\$1,135,675	\$1,135,675
Operating	\$73,187	\$89,000	\$202,745	\$39,000	\$50,030	\$167,730
Transfers, Capital, Other	\$9,005,348	\$3,916,857	\$4,605,720	\$0	\$7,427,105	\$7,427,105
<b>10015850 - Contingency Total</b>	<b>\$9,078,535</b>	<b>\$5,924,011</b>	<b>\$5,544,669</b>	<b>\$1,957,154</b>	<b>\$8,612,810</b>	<b>\$8,730,510</b>
Operating	\$19,847	\$50,000	\$106,340	\$0	\$80,000	\$80,000
<b>10049500 - Historic Cemetery Care Total</b>	<b>\$19,847</b>	<b>\$50,000</b>	<b>\$106,340</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$80,000</b>
Operating	\$25,000	\$31,125	\$31,125	\$0	\$30,000	\$30,000
<b>10061101 - Recreation Administration Total</b>	<b>\$25,000</b>	<b>\$31,125</b>	<b>\$31,125</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$30,000</b>
Operating	\$225,852	\$290,000	\$290,000	\$0	\$270,000	\$270,000
<b>10061700 - Cultural Affairs Total</b>	<b>\$225,852</b>	<b>\$290,000</b>	<b>\$290,000</b>	<b>\$0</b>	<b>\$270,000</b>	<b>\$270,000</b>
Operating	\$0	\$660,000	\$660,000	\$0	\$560,000	\$560,000
<b>10075404 - Roswell INC (GF) Total</b>	<b>\$0</b>	<b>\$660,000</b>	<b>\$660,000</b>	<b>\$0</b>	<b>\$560,000</b>	<b>\$560,000</b>
<b>Grand Total</b>	<b>\$9,349,234</b>	<b>\$6,955,136</b>	<b>\$6,632,134</b>	<b>\$1,957,154</b>	<b>\$9,552,810</b>	<b>\$9,670,510</b>

# Group Benefits Fund

## What We Have Accomplished

- Enhanced employee Wellness Program through increased incentives

## What We Expect to Accomplish

- Rollout of Benefit software system (SmarterBen) to increase efficiency of employee benefits enrollment and transactions, and improve systems integration

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



# Group Benefits Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$1,500,439</b>
<b>FY 2020 Revenues</b>		<b>\$9,173,224</b>
<b>FY 2019 Approved Budget</b>		<b>\$9,014,352</b>
One Time Costs Removed (Benefit Software Setup):		(\$10,000)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		(\$18,609)
Budgeted Vacancy Savings Adjustment:		\$141
Zero Base Professional, Technical and Contract Service Adjustment:		(\$25,000)
Defined Benefit Retirement Adjustment:		(\$16,910)
Defined Contribution Retirement Adjustment:		\$7,500
Deferred Comp Adjustment:		(\$250)
Group Benefits Adjustment:		\$273,203
Department Adjustment:		\$4,010
<b>FY 2020 Approved Base Budget</b>		<b>\$9,228,437</b>
60215402 511100	Employee Salary Increase (Average of 3%)	\$2,266
<b>FY 2020 Approved Program Changes</b>		<b>\$2,266</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$9,230,703</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$9,230,703</b>
<b>FY 2020 Reserve by Policy*</b>		<b>\$1,442,960</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$0</b>

\* The reserve by policy for FY 2020 calculates to \$1,527,747. The reserve amount is expected to be brought within policy in the next 12 months.



# Group Benefits Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>361000</b> Interest Revenues	\$40,272	\$26,000	\$26,000	\$50,000
<b>361010</b> Unrealized Invest Gains	(\$27,096)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$13,176</b>	<b>\$26,000</b>	<b>\$26,000</b>	<b>\$50,000</b>
<b>383100</b> Reimbursement From Insura	\$1,383,152	\$250,000	\$250,000	\$250,000
<b>389401</b> Miscellaneous	\$5,369	\$0	\$0	\$0
<b>391201</b> Operating Transfer In	\$0	\$0	\$0	\$25,000
<b>Miscellaneous Revenues Total</b>	<b>\$1,388,521</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$275,000</b>
<b>341826</b> Dental-Employee	\$0	\$145,516	\$0	\$0
<b>341835</b> Group Health-Employee	\$524	\$0	\$0	\$0
<b>389500</b> Employee Hc Contribution	\$734,147	\$647,621	\$793,137	\$872,804
<b>Employee Contribution Total</b>	<b>\$734,671</b>	<b>\$793,137</b>	<b>\$793,137</b>	<b>\$872,804</b>
<b>341820</b> HSA Contribution-Employer	\$609,271	\$630,000	\$630,000	\$615,000
<b>341825</b> Dental-Employer	\$247,756	\$262,385	\$262,385	\$294,188
<b>341827</b> Basic Life-Employer	\$109,783	\$120,765	\$120,765	\$140,400
<b>341829</b> Disability-Employer	\$52,379	\$165,424	\$165,424	\$151,200
<b>341834</b> Group Health-Employer	\$5,247,343	\$5,964,769	\$5,964,769	\$6,263,323
<b>341837</b> Empl Assist Program-Employer	\$19,445	\$17,000	\$17,000	\$16,000
<b>341839</b> Benefits Admin Assessment	\$766,113	\$765,846	\$765,846	\$495,309
<b>Employer Contribution Total</b>	<b>\$7,052,090</b>	<b>\$7,926,189</b>	<b>\$7,926,189</b>	<b>\$7,975,420</b>
<b>Current Year Revenues</b>	<b>\$9,188,458</b>	<b>\$8,995,326</b>	<b>\$8,995,326</b>	<b>\$9,173,224</b>



# Group Benefits Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$79,693	\$81,160	\$80,927	\$63,710	\$1,911	\$65,621
<b>511101</b> Budgeted Salary Savings	\$0	(\$778)	(\$778)	(\$637)	\$0	(\$637)
<b>512100</b> Group Insurance	\$7,556,067	\$6,862,390	\$6,880,586	\$7,313,211	\$0	\$7,313,211
<b>512200</b> Social Security (FICA)	\$5,595	\$4,830	\$5,019	\$3,900	\$110	\$4,010
<b>512300</b> Medicare	\$1,308	\$1,129	\$1,173	\$900	\$20	\$920
<b>512400</b> Defined Benefit Retirement	\$22,559	\$16,910	\$16,910	\$0	\$0	\$0
<b>512401</b> Deferred Compensation	\$763	\$900	\$900	\$650	\$0	\$650
<b>512402</b> Defined Contribution Retirement	\$0	\$0	\$0	\$7,500	\$225	\$7,725
<b>512600</b> Unemployment Insurance	\$22,566	\$25,000	\$25,000	\$25,000	\$0	\$25,000
<b>512902</b> Employee Wellness Program	\$144,554	\$200,000	\$497,617	\$0	\$0	\$0
<b>512903</b> HSA Contributions	\$609,271	\$630,000	\$630,000	\$615,000	\$0	\$615,000
<b>512904</b> Employee Assistance Program	\$15,617	\$17,000	\$17,000	\$16,000	\$0	\$16,000
<b>512905</b> Base Life Insurance	\$105,081	\$120,765	\$120,765	\$140,400	\$0	\$140,400
<b>512907</b> Disability Insurance	\$142,369	\$165,424	\$165,424	\$151,200	\$0	\$151,200
<b>512908</b> Dental Insurance	\$400,536	\$407,900	\$407,900	\$442,104	\$0	\$442,104
<b>512921</b> Wellness Snackwell	\$7,071	\$0	\$0	\$0	\$0	\$0
<b>553100</b> Group Insurance Contribution	\$8,826	\$14,222	\$14,222	\$12,989	\$0	\$12,989
<b>Salaries and Benefits Total</b>	<b>\$9,121,876</b>	<b>\$8,546,852</b>	<b>\$8,862,665</b>	<b>\$8,791,927</b>	<b>\$2,266</b>	<b>\$8,794,193</b>
<b>521201</b> Professional Services	\$98,446	\$125,000	\$125,000	\$100,000	\$0	\$100,000
<b>521400</b> Contract Services	\$263,091	\$340,000	\$361,809	\$330,000	\$0	\$330,000
<b>523220</b> Postage	\$1	\$400	\$400	\$100	\$0	\$100
<b>523500</b> Travel	\$0	\$100	\$100	\$2,750	\$0	\$2,750
<b>523700</b> Education And Training	\$0	\$500	\$500	\$2,160	\$0	\$2,160
<b>531105</b> Supplies	\$364	\$1,500	\$1,500	\$1,500	\$0	\$1,500
<b>Operating Total</b>	<b>\$361,902</b>	<b>\$467,500</b>	<b>\$489,309</b>	<b>\$436,510</b>	<b>\$0</b>	<b>\$436,510</b>
<b>Grand Total</b>	<b>\$9,483,778</b>	<b>\$9,014,352</b>	<b>\$9,351,974</b>	<b>\$9,228,437</b>	<b>\$2,266</b>	<b>\$9,230,703</b>



# Workers' Compensation Fund

## What We Have Accomplished

- Implemented Functional Movement Screening program for employees in high injury risk positions to reduce the City's claims costs for sprains and strains

## What We Expect to Accomplish

- Widen scope of Functional Movement Screening program to more employee classifications



# Workers' Compensation Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$114,448</b>
<b>FY 2020 Revenues</b>		<b>\$851,427</b>
<b>FY 2019 Approved Budget</b>		<b>\$838,116</b>
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		<b>(\$138)</b>
Defined Contribution Retirement Adjustment:		\$383
<b>FY 2020 Approved Base Budget</b>		<b>\$838,339</b>
60115401 511100	Employee Salary Increase (Average of 3%)	\$1,871
<b>FY 2020 Approved Program Changes</b>		<b>\$1,871</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$840,210</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$840,210</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$125,665</b>





# Workers' Compensation Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>361000</b> Interest Revenues	\$8,999	\$16,125	\$16,125	\$13,088
<b>361010</b> Unrealized Invest Gains	(\$11,438)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$2,439)</b>	<b>\$16,125</b>	<b>\$16,125</b>	<b>\$13,088</b>
<b>391201</b> Operating Transfer In	\$615,980	\$528,487	\$528,487	\$838,339
<b>Miscellaneous Revenues Total</b>	<b>\$615,980</b>	<b>\$528,487</b>	<b>\$528,487</b>	<b>\$838,339</b>
<b>Current Year Revenues</b>	<b>\$613,541</b>	<b>\$544,612</b>	<b>\$544,612</b>	<b>\$851,427</b>

# Workers' Compensation Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$50,515	\$51,200	\$50,817	\$51,000	\$1,530	\$52,530
<b>511101</b> Budgeted Salary Savings	\$0	(\$488)	(\$488)	(\$510)	\$0	(\$510)
<b>512200</b> Social Security (FICA)	\$3,177	\$3,030	\$3,151	\$3,100	\$90	\$3,190
<b>512300</b> Medicare	\$743	\$708	\$736	\$700	\$20	\$720
<b>512401</b> Deferred Compensation	\$481	\$600	\$600	\$600	\$0	\$600
<b>512402</b> Defined Contribution Retirement	\$6,929	\$7,317	\$7,551	\$7,700	\$231	\$7,931
<b>512700</b> Workers' Compensation	\$1,237,719	\$600,000	\$600,000	\$600,000	\$0	\$600,000
<b>553100</b> Group Insurance Contribution	\$1,570	\$12,989	\$12,989	\$12,989	\$0	\$12,989
<b>Salaries and Benefits Total</b>	<b>\$1,301,134</b>	<b>\$675,356</b>	<b>\$675,356</b>	<b>\$675,579</b>	<b>\$1,871</b>	<b>\$677,450</b>
<b>521201</b> Professional Services	\$161,581	\$161,300	\$161,300	\$161,300	\$0	\$161,300
<b>523500</b> Travel	\$0	\$500	\$500	\$500	\$0	\$500
<b>523600</b> Dues And Fees	\$799	\$295	\$295	\$295	\$0	\$295
<b>523700</b> Education And Training	\$195	\$445	\$445	\$445	\$0	\$445
<b>531400</b> Books And Periodicals	\$0	\$220	\$220	\$220	\$0	\$220
<b>Operating Total</b>	<b>\$162,575</b>	<b>\$162,760</b>	<b>\$162,760</b>	<b>\$162,760</b>	<b>\$0</b>	<b>\$162,760</b>
<b>Grand Total</b>	<b>\$1,463,709</b>	<b>\$838,116</b>	<b>\$838,116</b>	<b>\$838,339</b>	<b>\$1,871</b>	<b>\$840,210</b>



# Risk Management Fund

## What We Have Accomplished

- Assisted departments in their accreditation/re-accreditation process.
- Continued citywide safety program, which results in new procedures for accident investigations and current job-appropriate training programs.
- Maintained a Risk Management Information System to provide tracking and management reporting capabilities to enhance our safety programs, to decrease incident rates, property damage, lost time injuries, and control the overall cost of risk.
- Strengthened the driver credentialing policy and processes to reduce City liability risk.

## What We Expect to Accomplish

- Continue working on the integration of the Risk Management Information System to improve functionality, management reporting and training compliance.
- Continue to administer an active safety program.
- Achieve cost savings through better management of internal resources.



# Risk Management Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$313,422</b>
<b>FY 2020 Revenues</b>		<b>\$1,478,380</b>
<b>FY 2019 Approved Budget</b>		<b>\$1,481,059</b>
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		\$1,212
Budgeted Vacancy Savings Adjustment:		(\$39)
Zero Base Professional, Technical and Contract Service Adjustment:		(\$35,325)
Defined Benefit Retirement Adjustment:		\$1,434
Reduction of Base Adjustment (Roswell U):		(\$75,000)
<b>FY 2020 Approved Base Budget</b>		<b>\$1,373,341</b>
60315550 523100	Increase Funding to Insurance Premium Due to Increase in Claims	\$32,000
60315550 511100	Employee Salary Increase (Average of 3%)	\$2,278
<b>FY 2020 Approved Program Changes</b>		<b>\$34,278</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$1,407,619</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$1,407,619</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$384,183</b>



# Risk Management Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
341805 Risk Claims Payments	\$1,049,999	\$1,112,000	\$1,112,000	\$1,478,380
<b>Charges for Service Total</b>	<b>\$1,049,999</b>	<b>\$1,112,000</b>	<b>\$1,112,000</b>	<b>\$1,478,380</b>
361000 Interest Revenues	\$15,365	\$15,000	\$15,000	\$0
361010 Unrealized Invest Gains	(\$1,901)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$13,464</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$1,063,463</b>	<b>\$1,127,000</b>	<b>\$1,127,000</b>	<b>\$1,478,380</b>

# Risk Management Fund Expenditures

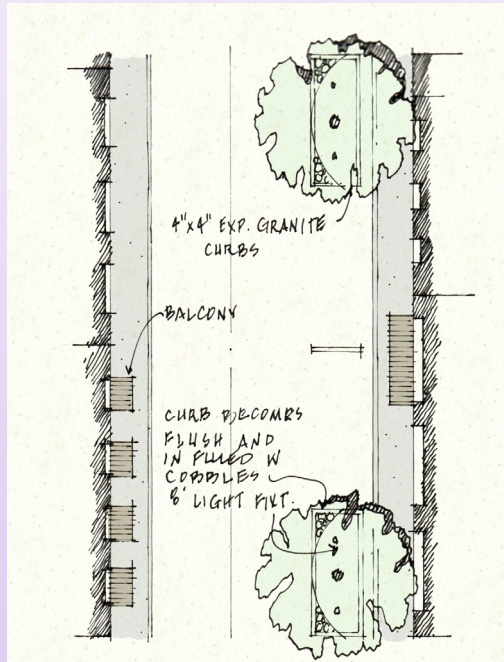
	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
511100 Regular Employees	\$68,364	\$69,580	\$69,301	\$70,600	\$2,118	\$72,718
511101 Budgeted Salary Savings	\$0	(\$667)	(\$667)	(\$706)	\$0	(\$706)
511105 Part Time Employees	\$0	\$0	\$24,750	\$0	\$0	\$0
512200 Social Security (FICA)	\$4,413	\$4,140	\$5,901	\$4,300	\$130	\$4,430
512300 Medicare	\$1,032	\$968	\$1,380	\$1,000	\$30	\$1,030
512400 Defined Benefit Retirement	\$19,102	\$14,710	\$14,710	\$16,144	\$0	\$16,144
512401 Deferred Compensation	\$664	\$800	\$800	\$800	\$0	\$800
553100 Group Insurance Contribution	\$3,524	\$12,989	\$12,989	\$12,989	\$0	\$12,989
<b>Salaries and Benefits Total</b>	<b>\$97,099</b>	<b>\$102,520</b>	<b>\$129,164</b>	<b>\$105,127</b>	<b>\$2,278</b>	<b>\$107,405</b>
521201 Professional Services	\$48,698	\$68,125	\$68,125	\$35,000	\$0	\$35,000
521300 Technical Services	\$0	\$2,200	\$2,200	\$0	\$0	\$0
522205 Repairs And Maintenance	\$556	\$0	\$43,221	\$0	\$0	\$0
523100 Property And Liability Insurance	\$801,848	\$995,748	\$995,748	\$995,748	\$32,000	\$1,027,748
523220 Postage	\$120	\$330	\$330	\$330	\$0	\$330
523500 Travel	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500
523600 Dues And Fees	\$422	\$445	\$445	\$445	\$0	\$445
523700 Education And Training	\$50	\$850	\$850	\$850	\$0	\$850
523701 Roswell U	\$44,524	\$75,000	\$197,285	\$0	\$0	\$0
531105 Supplies	\$277	\$1,050	\$1,050	\$1,050	\$0	\$1,050
531615 Computer Equipment-Operating	\$41,699	\$20,000	\$20,000	\$20,000	\$0	\$20,000
<b>Operating Total</b>	<b>\$938,194</b>	<b>\$1,165,248</b>	<b>\$1,330,754</b>	<b>\$1,054,923</b>	<b>\$32,000</b>	<b>\$1,086,923</b>
542400 Computer Equipment	\$839	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$50,743	\$0	\$0	\$0	\$0	\$0
579025 Insurance Deductibles	\$137,373	\$213,291	\$213,291	\$213,291	\$0	\$213,291
611350 Transfers Out - Cap Projects	\$47,403	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$236,358</b>	<b>\$213,291</b>	<b>\$213,291</b>	<b>\$213,291</b>	<b>\$0</b>	<b>\$213,291</b>
<b>Grand Total</b>	<b>\$1,271,651</b>	<b>\$1,481,059</b>	<b>\$1,673,209</b>	<b>\$1,373,341</b>	<b>\$34,278</b>	<b>\$1,407,619</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 Citywide GIS services. The Department acts as a liaison to the Planning Commission, Board of Zoning Appeals, Design Review Board, Historic Preservation Commission, and the Construction Board of Adjustments and Appeals. The Department

also supports the missions of Roswell 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 Department

Community Development Total  
\$ 4,738,664



General Fund  
\$ 3,988,664



Capital Projects Fund  
\$ 750,000

**Alice Wakefield**  
Director of Community Development



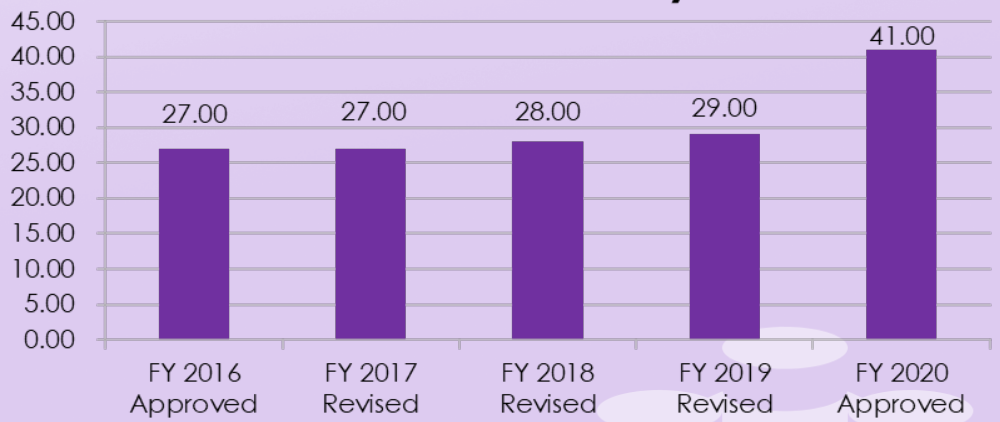
## Opportunities

To facilitate comprehensive planning efforts to implement the City’s vision and plan for future growth and development. Evaluate and update development regulations that will result in a more effective and efficient permitting process without decreasing quality and accuracy. Develop GIS-based strategies to improve communication with developers, citizens, elected officials and other departments. Examine innovative approaches to consistently meet “time to permit” goals. Utilize digital, “in-field” solutions to enhance the plan review, permitting and inspection processes.

## Challenges

Analyze adequate staffing solutions to handle the anticipated development activity. The Department will continue to work with the business community to ease the transition to the new occupational tax format. The Department will maintain the “time to permit” goal. Balance the pressure to develop and the community acceptance of change as redevelopment and growth occurs, while managing expectations related to the Comprehensive Plan.

## Community Development Personnel History



### Personnel Changes

**FY 2018:** Add (1) full-time Planner I position

**FY 2019:** Add (1) full-time Land Development Inspector

**FY 2020:** Add (12) full-Time positions: (1) Arborist and (1) Administrative Specialist, (1) Building Official, (1) Building Plan Reviewer, (1) Land Development Inspector II, (1) Land Development Inspector III, (2) Permit Technicians, (1) Code Enforcement Supervisor, (3) Code Enforcement Officers to transition Building and Code Enforcement Services from Contracted to City Positions.



# Community Development Department

## What We Have Accomplished

- Completed review of Stormwater Ordinance to identify potential enhancements and ensure compliance with City's MS4 Permit.
- Updated Erosion and Sediment Pollution Control Ordinance for conformance with State General Permits and Model Ordinance.
- Completed text amendments to the Unified Development Code to address construction of retaining walls and installation of sidewalks.
- Supplemented PDF maps on the City's website with dynamic interactive maps.
- Reorganized existing City GIS website to showcase purpose-built GIS tools and maps.
- Continued development of new Story Maps for various City Departments.
- Re-designated as a "Plan First" community by the Georgia Department of Community.
- Completed the Historic District Master Plan.
- Completed the Historic Resource Inventory Survey.

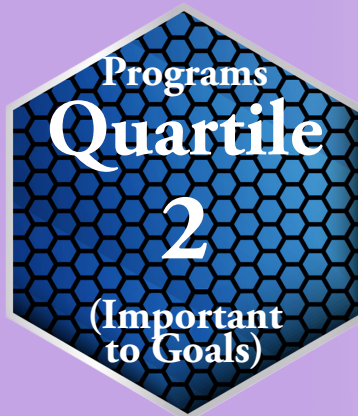
## What We Expect To Accomplish

- Reorganization of the Department by restoring building permit and code enforcement staffing and services in house.
- Incorporate technology into the permitting process.
- Complete the Year 3 scope of work of the 3-year GIS Strategic Implementation Plan.
- Adoption of updated City Standard Construction Specifications.
- Expand customer service options through Munis.
- Initiate the 2040 Comprehensive Plan Update.
- Initiate and complete the Urban Redevelopment Plan.
- Apply to the Department of Community Affairs for the Opportunity Zone designation.
- Initiate and complete updates to the Unified Development Code to ensure the code facilitates desired development patterns.
- Work with Community Relations to develop and utilize a variety of mediums to educate and inform City residents.
- Deploy a GIS hub site (which will allow GIS data downloads and access to all of our maps, story maps, dashboards, etc.).
- Through GIS, complete the 3D model of the historic district.
- Implement the Historic District Master Plan by adopting text amendments to the Unified Development Code.
- Complete and adopt a Regulating Plan for the Historic District Master Plan.
- Facilitate the Census 2020, by assisting and creating ways to encourage the community to be counted.

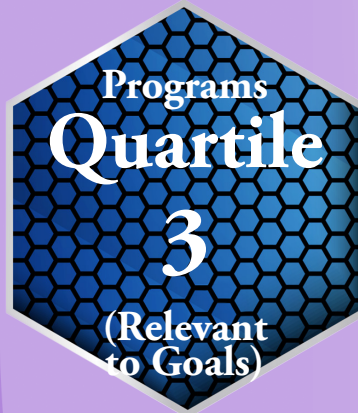
# Community Development Department Programs



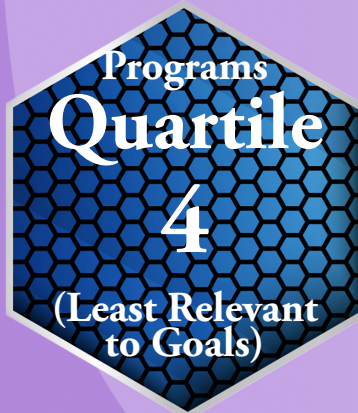
Building Permitting • Complaint/Violation Investigations • Current Planning  
• Development Permitting • GIS Data Creation & Maintenance • Long-Range  
Planning • Other Plan Review



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



Customer Service and Other Permitting • Economic Development Support • Ero-  
sion and Sediment Control Program • Public Document Requests



City Board and Commission Support - Community Development • Planning &  
Rezoning Public Notifications



# Community Development Department

<b>FY 2019 Approved Budget</b>			<b>\$4,057,632</b>
		Mid Year Budget Adjustment (Unified Development Code on Municode):	\$1,550
		Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:	\$105,642
		Budgeted Vacancy Savings Adjustment:	(\$1,314)
		Zero Base Professional, Technical and Contract Service Adjustment:	(\$23,487)
		Defined Benefit Retirement Adjustment:	\$10,582
		Defined Contribution Retirement Adjustment:	\$11,762
		Fleet Lease Adjustment:	(\$9,602)
		Gasoline / Oil / Bottled Gas Adjustment:	\$620
		Group Benefits Adjustment:	\$33,856
		Worker's Comp Contribution Adjustment:	\$223
		Risk/Liability Adjustment:	\$1,752
		Safebuilt Permitting Contract Adjustment:	\$16,742
<b>FY 2020 Approved Base Budget</b>			<b>\$4,205,958</b>
10015750	511100	Add (1) Full-Time Arborist Position at 75% Funding	\$61,362
Various		Transition Building and Code Enforcement Services from Contracted to City Positions	(\$278,656)
<b>FY 2020 Approved Program Changes</b>			<b>(\$217,294)</b>
<b>FY 2020 Approved Operating Budget</b>			<b>\$3,988,664</b>
35070101	543000	33006 Full Update to Comprehensive Plan 2040	\$350,000
35074100	543000	30008 Urban Redevelopment Plan (Opportunity Zone)	\$100,000
35074100	543000	31005 Historic District Property Inventory Mapping	\$200,000
35074100	543000	31006 Water Resource Map Update	\$100,000
<b>One Time Capital Total</b>			<b>\$750,000</b>
<b>FY 2020 Approved Capital</b>			<b>\$750,000</b>
<b>FY 2020 Total Approved Budget</b>			<b>\$4,738,664</b>
<b>FY 2020 Approved Budget - General Fund Unfunded</b>			
		Add Funding for Software for the Enhancement of Permit and Plan Review Process	\$100,000
<b>Unfunded Requests</b>			<b>\$100,000</b>



# Community Development Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$1,559,316	\$1,618,321	\$1,670,895	\$1,716,700	\$663,846	\$2,380,546
<b>511101</b> Budgeted Salary Savings	\$0	(\$15,853)	(\$15,853)	(\$17,167)	\$0	(\$17,167)
<b>511105</b> Part Time Employees	\$0	\$936	\$936	\$936	\$0	\$936
<b>511300</b> Overtime	\$419	\$900	\$900	\$900	\$0	\$900
<b>512200</b> Social Security (FICA)	\$96,981	\$100,280	\$103,539	\$106,300	\$41,158	\$147,458
<b>512300</b> Medicare	\$22,836	\$23,457	\$24,219	\$24,700	\$9,626	\$34,326
<b>512400</b> Defined Benefit Retirement	\$135,057	\$131,650	\$131,650	\$142,232	\$0	\$142,232
<b>512401</b> Deferred Compensation	\$11,553	\$13,000	\$13,000	\$13,000	\$0	\$13,000
<b>512402</b> Defined Contribution Retirement	\$122,466	\$137,338	\$141,651	\$149,100	\$79,661	\$228,761
<b>553100</b> Group Insurance Contribution	\$320,112	\$337,825	\$337,825	\$371,681	\$152,620	\$524,301
<b>554100</b> Workers Comp Contribution	\$11,250	\$616	\$616	\$839	\$0	\$839
<b>Salaries and Benefits Total</b>	<b>\$2,279,990</b>	<b>\$2,348,470</b>	<b>\$2,409,378</b>	<b>\$2,509,221</b>	<b>\$946,911</b>	<b>\$3,456,132</b>
<b>521201</b> Professional Services	\$174,917	\$25,500	\$368,300	\$15,000	\$0	\$15,000
<b>521400</b> Contract Services	\$1,297,928	\$1,457,045	\$1,574,520	\$1,459,800	(\$1,235,158)	\$224,642
<b>522205</b> Repairs And Maintenance	\$8,953	\$4,600	\$4,600	\$4,600	\$1,050	\$5,650
<b>522210</b> Vehicle Repair	\$53	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$12,010	\$35,282	\$13,049	\$25,680	\$44,334	\$70,014
<b>522320</b> Rental Of Equipment And Vehicles	\$10,156	\$13,676	\$13,676	\$13,676	\$0	\$13,676
<b>523210</b> Communication Services	\$0	\$8,310	\$8,310	\$8,310	\$2,700	\$11,010
<b>523220</b> Postage	\$7,225	\$15,800	\$15,800	\$15,800	\$0	\$15,800
<b>523300</b> Advertising	\$24,631	\$25,000	\$25,000	\$25,000	\$0	\$25,000
<b>523400</b> Printing And Binding	\$7,448	\$11,000	\$11,000	\$12,550	\$0	\$12,550
<b>523500</b> Travel	\$12,629	\$16,010	\$16,010	\$16,010	\$1,950	\$17,960
<b>523600</b> Dues And Fees	\$3,248	\$9,005	\$9,005	\$9,005	\$1,282	\$10,287
<b>523700</b> Education And Training	\$4,827	\$21,490	\$21,490	\$21,490	\$3,337	\$24,827
<b>523851</b> Contracted Temporary Labor	\$0	\$4,000	\$4,000	\$4,000	\$0	\$4,000
<b>531105</b> Supplies	\$15,629	\$24,067	\$24,100	\$24,067	\$0	\$24,067
<b>531150</b> Computer Supplies	\$749	\$3,500	\$3,500	\$3,500	\$0	\$3,500
<b>531250</b> Oil	\$29	\$270	\$270	\$120	\$0	\$120
<b>531270</b> Gasoline/ Diesel	\$4,580	\$3,830	\$3,830	\$4,600	\$2,800	\$7,400
<b>531310</b> Hospitality And Events	\$0	\$0	\$0	\$1,000	\$0	\$1,000
<b>531400</b> Books And Periodicals	\$350	\$500	\$500	\$500	\$0	\$500
<b>531605</b> Machinery And Equipment-Operating	\$0	\$500	\$500	\$500	\$0	\$500
<b>531610</b> Furniture/Fixtures-Operating	\$495	\$0	\$0	\$0	\$0	\$0
<b>531615</b> Computer Equipment-Operating	\$16,756	\$17,550	\$17,554	\$17,550	\$11,400	\$28,950
<b>531720</b> Uniforms	\$344	\$2,100	\$2,100	\$2,100	\$2,100	\$4,200
<b>Operating Total</b>	<b>\$1,602,957</b>	<b>\$1,699,035</b>	<b>\$2,137,114</b>	<b>\$1,684,858</b>	<b>(\$1,164,205)</b>	<b>\$520,653</b>
<b>552400</b> Risk/Liability Contribution	\$28,205	\$10,127	\$10,127	\$11,879	\$0	\$11,879
<b>611361</b> Transfer for Fleet Capital	\$28,365	\$0	\$22,233	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$56,570</b>	<b>\$10,127</b>	<b>\$32,360</b>	<b>\$11,879</b>	<b>\$0</b>	<b>\$11,879</b>
<b>Grand Total</b>	<b>\$3,939,517</b>	<b>\$4,057,632</b>	<b>\$4,578,852</b>	<b>\$4,205,958</b>	<b>(\$217,294)</b>	<b>\$3,988,664</b>



# Community Development Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$39,504	\$50,417	\$52,111	\$50,417	\$0	\$58,489
Operating	\$9,933	\$10,875	\$10,875	\$10,875	\$0	\$10,875
<b>10015160 - Business Registration Total</b>	<b>\$49,437</b>	<b>\$61,292</b>	<b>\$62,986</b>	<b>\$61,292</b>	<b>\$0</b>	<b>\$69,364</b>
Salaries and Benefits	\$351,533	\$332,232	\$342,443	\$332,232	\$0	\$346,720
Operating	\$201,004	\$43,977	\$369,227	\$43,977	\$0	\$43,977
<b>10015352 - GIS Total</b>	<b>\$552,537</b>	<b>\$376,209</b>	<b>\$711,670</b>	<b>\$376,209</b>	<b>\$0</b>	<b>\$390,697</b>
Salaries and Benefits	\$717,264	\$766,859	\$790,332	\$766,859	\$58,323	\$905,169
Operating	\$18,859	\$35,083	\$22,497	\$35,083	\$2,739	\$29,019
Transfers, Capital, Other	\$16,062	\$0	\$12,590	\$0	\$0	\$0
<b>10015750 - Engineering Total</b>	<b>\$752,185</b>	<b>\$801,942</b>	<b>\$825,419</b>	<b>\$801,942</b>	<b>\$61,062</b>	<b>\$934,188</b>
Salaries and Benefits	\$387,789	\$365,206	\$373,411	\$365,206	\$0	\$390,517
Operating	\$28,379	\$73,421	\$67,025	\$73,421	\$1,620	\$81,515
Transfers, Capital, Other	\$36,407	\$10,127	\$16,556	\$10,127	\$0	\$11,879
<b>10070101 - Community Development Admin Total</b>	<b>\$452,575</b>	<b>\$448,754</b>	<b>\$456,992</b>	<b>\$448,754</b>	<b>\$1,620</b>	<b>\$483,911</b>
Salaries and Benefits	\$221,813	\$230,540	\$232,514	\$230,540	\$0	\$225,556
Operating	\$19,231	\$23,537	\$23,537	\$23,537	\$300	\$9,850
<b>10070102 - Com Dev Support Services Total</b>	<b>\$241,044</b>	<b>\$254,077</b>	<b>\$256,051</b>	<b>\$254,077</b>	<b>\$300</b>	<b>\$235,406</b>
Salaries and Benefits	\$0	\$0	\$0	\$0	\$575,083	\$575,083
Operating	\$733,058	\$840,000	\$947,014	\$840,000	(\$697,132)	\$142,868
<b>10072200 - Building Inspections Total</b>	<b>\$733,058</b>	<b>\$840,000</b>	<b>\$947,014</b>	<b>\$840,000</b>	<b>(\$122,049)</b>	<b>\$717,951</b>
Salaries and Benefits	\$562,087	\$603,216	\$618,567	\$603,216	\$0	\$641,093
Operating	\$41,151	\$69,084	\$83,420	\$70,634	\$0	\$54,481
Transfers, Capital, Other	\$4,101	\$0	\$3,214	\$0	\$0	\$0
<b>10074100 - Planning and Zoning Total</b>	<b>\$607,339</b>	<b>\$672,300</b>	<b>\$705,201</b>	<b>\$673,850</b>	<b>\$0</b>	<b>\$695,574</b>
Salaries and Benefits	\$0	\$0	\$0	\$0	\$313,505	\$313,505
Operating	\$551,342	\$603,058	\$613,519	\$603,058	(\$471,732)	\$148,068
<b>10074500 - Code Enforcement Total</b>	<b>\$551,342</b>	<b>\$603,058</b>	<b>\$613,519</b>	<b>\$603,058</b>	<b>(\$158,227)</b>	<b>\$461,573</b>
<b>Grand Total</b>	<b>\$3,939,517</b>	<b>\$4,057,632</b>	<b>\$4,578,852</b>	<b>\$4,059,182</b>	<b>(\$217,294)</b>	<b>\$3,988,664</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 production and distribution of drinking water for a portion of the City, solid waste management, stormwater management and watershed protection, and environmental education and enforcement. The Department is responsible for the City Fleet Services that provides vehicle and equipment repairs, as well as the City 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:**  
\$ 21,591,452



**Water and Sewer Fund:**  
\$ 3,887,404



**Stormwater Utility Fund:**  
\$ 3,425,415

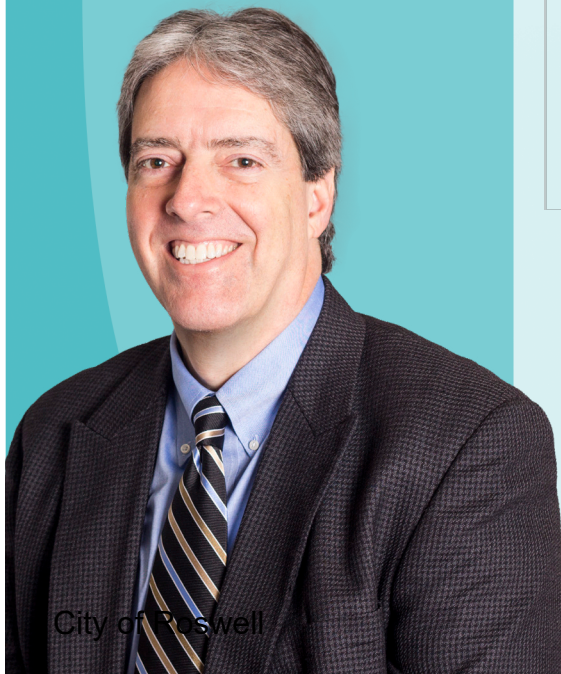


**Solid Waste Fund:**  
\$ 11,319,559



**Fleet Services Fund:**  
\$ 2,959,074

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



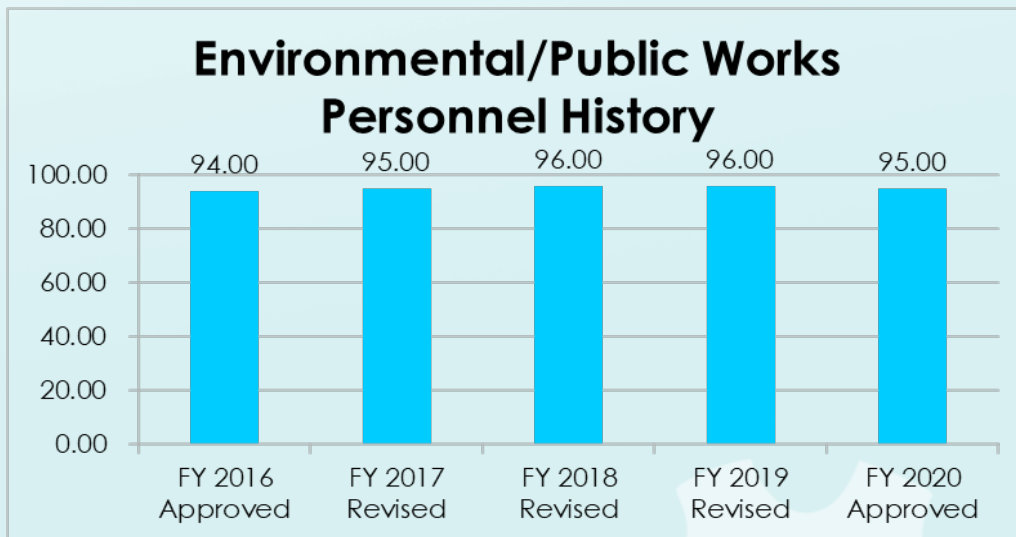
## Environmental/Public Works Department

### Opportunities

The Environmental/Public Works Department can be our best only if we work as a team and coordinate our work well with a broad range of stakeholders and customers. Our theme for 2020 is working better together and that applies to all our Divisions and activities. Perhaps the initiative this year with the broadest city-wide impact is a plan to lease 15% of the City fleet, which will reduce the average age of vehicles, lower maintenance cost, and out of service time.

### Challenges

Repairing and replacing aging infrastructure, keeping up with inflation, regulatory compliance, and implementing change as smoothly as possible are the main challenges we face in the coming years.



**Personnel Changes**

**FY 2017:** Add (1) Support Services Division Manager position (Funded Across Water, Stormwater, and Solid Waste Funds)

**FY 2018:** Add (1) full-time Stormwater System Inspector position

**FY 2020:** Reduce (2) full-time custodial positions, and Add (1) full-time Service Writer position



# Environmental/Public Works Department

## What We Have Accomplished

- Developed and implemented additional GIS Tools including: Sanitation Complaint Tracking; Adopt a Road interactive layer for the public; Dashboard for the Water Utility; Mobile (Disconnected Editing); Update Impervious Surfaces for the Stormwater Utility
- Developed and implemented a paid parking enforcement plan for the East Alley parking lot
- Educated 2,456 students in 158 school programs, covering grades PreK-8
- Conducted 5 community environmental outreach events aimed at the population of the City as a whole. A total of 1,453 people participated in these events
- Helped organize 45 volunteers who marked 284 storm drains and distributed 993 door hangers.
- Rivers Alive river cleanup had 140 volunteers who collected 380 pounds of trash during their stream clean-up activities
- Roswell partners with the Chattahoochee River Keeper for Neighborhood River Watch and monitor nine sites weekly or bi-weekly.
- Supported 514 volunteers in 58 active Adopt-a-Road groups that collected 421 bags of trash on 205 miles of road
- The City of Roswell participated in Bring One for the Chipper where approximately 5,075 Christmas trees were collected and chipped
- 80 people attended the Drinking Water Festival and 159 people toured the Drinking Water Plant.
- Led the Green Infrastructure and Livability Team and promoted Green Infrastructure in the City

## What We Expect to Accomplish

- Develop and implement additional GIS tools for tracking customer service in the Sanitation Division, including: Curbside Exemption, Premium Service, large commercial, small commercial, and recycling program locations
- Stormwater Detention Pond Inventory Project
- Design of the Mimosa Boulevard Urban Tree and Green Infrastructure Project



# Environmental/Public Works Department Programs

## Programs Quartile 1 (Most Relevant to Goals)

Commercial Dumpster Collection Program • Groundwater Well Operations and Maintenance • Plan Review • Residential Solid Waste Collection • Small Commercial Solid Waste Collection • Solid Waste Disposal • 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 • Waterline/Meter Maintenance and Repair

## Programs Quartile 2 (Important to Goals)

Engineering/Technical Support/GIS • Keep Roswell Beautiful • Master Plan Development and Updating • Residential Curbside Recycling • 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 • EPW Community Outreach • Fleet-Purchase & Surplus of Vehicles and Equipment • Intergovernmental Agreements/Coordination • Intake from Residents • Water Conservation and Efficiency

## Programs Quartile 4 (Least Relevant to Goals)

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

# Water/Sewer Fund

In May 2016, the City celebrated the completion of the new Roswell Water Treatment Plant which has the capacity to produce 3.3 million gallons of water per day (MGD) to serve approximately 5,500 Roswell water utility customers. The City also operates a groundwater well and treatment facility capable of producing an additional 360,000 gallons of water per day. The Roswell Water Utility maintains approximately 86.5 miles of water distribution main water

lines in order to deliver the highest quality of water to our customers. For four years in a row, the City of Roswell has been the recipient of the Gold Award, an honor awarded by the Georgia Association of Water Professionals for water treatment plants that meet all of the State standards for water production. The City also purchases water from Fulton County on an as needed emergency basis to ensure the full daily demand of our customers is satisfied.



**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 Treatment Plant will continue to optimize operations as the City continues to strive to be a leader in water supply and water conservation in the region. 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

- Monitored the financial impact of the 2015 annual adjustments of 1.5% each January through 2019
- Participated in the Metropolitan North Georgia Water Planning District (MNGWPD) Conservation Plan activities such as the Toilet Rebate Program, Water Conservation Education and Drinking Water Week
- Completed construction of the Cedar Trace (Cul-de-Sac), Roswell Hills Place (Cul-de-Sac), Shadowood Court (Cul-de-Sac), and Farm Dale (Cul-de-Sac) waterline replacement projects.
- Completed Installation of Security Cameras at the three tank sites (Woodstock, Hightower, and Community Circle)
- Completed installation of the raw water tank aeration/ mixing system
- Replaced 500 aging meters as part of Meter Replacement Program
- Met 100% of drinking water quality tests and all State and Federal Safe Drinking Water Act Regulations as required by withdrawal permit
- Maintained “non-revenue” water below 10% using the GA Water System Audit and Water Loss analysis

## Challenges

Water supply and operations depend on rainfall for a reliable source of water and because water demand varies considerably between wet and dry periods. The City must continue to educate our customers about the vision and position of the City for future water demands, conservation, and infrastructure needs. With the opening of the City’s new Water Treatment Plant and the increase in its production capacity, the city is set to meet the future demands of its existing and future water customers. The Department will strive to secure safe water supplies for generations to come and participate actively in the regional water supply planning.

## What We Expect to Accomplish

- Maintain purchased water from Fulton County below 2% of water demand
- Continue to meet 100% of drinking water quality tests and all State and Federal Safe Drinking Water Act Regulations as required by withdrawal permit
- Continue annual meter replacement program (approximately 500 meters annually)
- Test approximately 500 water meters randomly in the system for accuracy
- Continue to maintain “non-revenue” water below 10% using the GA Water System Audit and Water Loss analysis
- Continue efforts to optimize water production, increase groundwater supply, develop drought plans
- Complete Construction of the Driftwood Court (Cul-de-Sac) , Jade Cove Circle (Cul-de-Sac), Knollwoods Court (Cul-de-Sac), Lake Drive (Cul-de-Sac), Periwinkle Drive (Cul-de-Sac), Ridgefield Court (Cul-de-Sac), Ridgefield Drive (Cul-de-Sac), Saratoga Drive (Cul-de-Sac), and Tuxedo Court (Cul-de-Sac)

# Water/Sewer Fund

<b>FY 2020 Estimated Available Fund Balance</b>			<b>\$1,199,810</b>	
<b>FY 2020 Revenues</b>			<b>\$4,281,998</b>	
<b>FY 2019 Approved Budget</b>			<b>\$3,970,751</b>	
Capital Removed:			<b>(\$694,654)</b>	
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			<b>(\$5,496)</b>	
Budgeted Vacancy Savings Adjustment:			<b>(\$331)</b>	
Zero base Professional, Technical and Contract Service Adjustment:			\$1,111	
Defined Benefit Retirement Adjustment:			<b>(\$15,988)</b>	
Defined Contribution Retirement Adjustment:			\$22,093	
Utilities Adjustment:			\$500	
Fleet Lease Adjustment:			<b>(\$21,335)</b>	
Gasoline / Oil / Bottled Gas Adjustment:			\$278	
Worker's Comp Contribution Adjustment:			\$3,694	
Risk/Liability Adjustment:			\$7,635	
Vehicle Lease Adjustment:			<b>(\$9,000)</b>	
Bank Fees/Charges Adjustment:			\$7,000	
Indirect Cost Adjustment:			\$27,768	
Department Adjustments (Machinery and Equipment):			<b>(\$986)</b>	
<b>FY 2020 Approved Base Budget</b>			<b>\$3,293,040</b>	
50544100	511100	Employee Salary Increase (Average of 3%)	\$32,364	
<b>FY 2020 Approved Program Changes</b>			<b>\$32,364</b>	
<b>FY 2020 Approved Operating Budget</b>			<b>\$3,325,404</b>	
50544300	542100	80052	Replace SCADA Communication System	\$27,000
5054400	541420	80046	Waterline Replacement	\$400,000
50544400	542100	80055	Replace Vacuum Excavator/Valve Exerciser - Water Fund	\$80,000
50544100	542200	80040	Ford F-550 Service Truck Replacement for Water Fund	\$55,000
<b>Maintenance Capital Total</b>			<b>\$562,000</b>	
<b>FY 2020 Approved Capital</b>			<b>\$562,000</b>	
<b>FY 2020 Total Approved Budget</b>			<b>\$3,887,404</b>	
<b>FY 2020 Reserve by Policy</b>			<b>\$214,178</b>	
<b>FY 2020 Estimated Ending Available Fund Balance</b>			<b>\$1,380,226</b>	

# Water/Sewer Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>341905</b> Other/Misc. Fees	\$1,346	\$0	\$95,505	\$0
<b>344210</b> Water Charges	\$3,265,147	\$3,263,259	\$3,263,259	\$3,400,097
<b>344215</b> Reconnect Fees	\$125	\$500	\$500	\$500
<b>344216</b> Meter Fees	\$177,072	\$100,000	\$100,000	\$360,360
<b>344217</b> Water Service Stop Fees	\$12,200	\$15,000	\$15,000	\$15,000
<b>344218</b> Capacity Fees	\$30,000	\$0	\$0	\$0
<b>344255</b> Sewerage Charges	\$300,504	\$250,000	\$250,000	\$321,698
<b>344256</b> Sewer Permit Fees Admin	\$0	\$10,000	\$10,000	\$10,000
<b>344700</b> Utility Bill Late Charges	\$189,538	\$150,000	\$150,000	\$150,000
<b>349300</b> Bad Check Fees	\$150	\$0	\$0	\$0
<b>Charges for Service Total</b>	<b>\$3,976,082</b>	<b>\$3,788,759</b>	<b>\$3,884,264</b>	<b>\$4,257,655</b>
<b>361000</b> Interest Revenues	\$16,581	\$28,000	\$28,000	\$24,343
<b>361010</b> Unrealized Invest Gains	(\$14,424)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$2,157</b>	<b>\$28,000</b>	<b>\$28,000</b>	<b>\$24,343</b>
<b>383100</b> Reimbursement From Insura	\$2,352	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$2,352</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$3,980,591</b>	<b>\$3,816,759</b>	<b>\$3,912,264</b>	<b>\$4,281,998</b>



# Water/Sewer Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$880,037	\$929,670	\$923,795	\$921,930	\$27,656	\$949,586
<b>511101</b> Budgeted Salary Savings	\$0	(\$8,888)	(\$8,888)	(\$9,219)	\$0	(\$9,219)
<b>511300</b> Overtime	\$47,222	\$40,125	\$40,125	\$40,250	\$0	\$40,250
<b>512200</b> Social Security (FICA)	\$58,230	\$57,610	\$60,041	\$59,400	\$1,710	\$61,110
<b>512300</b> Medicare	\$13,597	\$13,471	\$14,040	\$13,800	\$400	\$14,200
<b>512400</b> Defined Benefit Retirement	\$5,977	\$72,270	\$72,270	\$56,282	\$0	\$56,282
<b>512401</b> Deferred Compensation	\$3,312	\$3,400	\$3,400	\$3,400	\$0	\$3,400
<b>512402</b> Defined Contribution Retirement	\$60,322	\$64,507	\$67,382	\$86,600	\$2,598	\$89,198
<b>553100</b> Group Insurance Contribution	\$212,414	\$232,893	\$232,893	\$232,893	\$0	\$232,893
<b>554100</b> Workers Comp Contribution	\$13,780	\$10,223	\$10,223	\$13,917	\$0	\$13,917
<b>Salaries and Benefits Total</b>	<b>\$1,294,891</b>	<b>\$1,415,281</b>	<b>\$1,415,281</b>	<b>\$1,419,253</b>	<b>\$32,364</b>	<b>\$1,451,617</b>
<b>521201</b> Professional Services	\$51,332	\$44,500	\$44,500	\$63,452	\$0	\$63,452
<b>521300</b> Technical Services	\$13,554	\$15,000	\$15,000	\$12,764	\$0	\$12,764
<b>521400</b> Contract Services	\$85,179	\$100,450	\$150,597	\$84,845	\$0	\$84,845
<b>522110</b> Disposal	\$11,614	\$10,000	\$10,000	\$10,000	\$0	\$10,000
<b>522130</b> Custodial	\$2,612	\$5,850	\$5,850	\$5,850	\$0	\$5,850
<b>522140</b> Maintenance - Grounds	\$7,606	\$11,400	\$15,400	\$11,400	\$0	\$11,400
<b>522205</b> Repairs And Maintenance	\$117,463	\$157,000	\$312,100	\$182,959	\$0	\$182,959
<b>522220</b> Vehicle Fleet Rate	\$45,050	\$78,299	\$48,945	\$56,964	\$0	\$56,964
<b>522320</b> Rental Of Equipment And Vehicles	\$3,764	\$4,034	\$4,034	\$4,034	\$0	\$4,034
<b>523210</b> Communication Services	\$0	\$11,190	\$11,190	\$11,190	\$0	\$11,190
<b>523220</b> Postage	\$272	\$975	\$975	\$975	\$0	\$975
<b>523400</b> Printing And Binding	\$930	\$1,000	\$1,000	\$1,000	\$0	\$1,000
<b>523500</b> Travel	\$8,367	\$7,258	\$7,258	\$8,258	\$0	\$8,258
<b>523600</b> Dues And Fees	\$12,673	\$15,636	\$15,636	\$15,636	\$0	\$15,636
<b>523700</b> Education And Training	\$17,421	\$11,775	\$11,775	\$12,565	\$0	\$12,565
<b>523800</b> Licenses	\$871	\$577	\$577	\$577	\$0	\$577
<b>523901</b> Bank Fees / Charges	\$20,872	\$15,000	\$15,000	\$22,000	\$0	\$22,000
<b>523902</b> Sanitation Services	\$1,419	\$1,300	\$1,300	\$1,450	\$0	\$1,450
<b>531105</b> Supplies	\$76,107	\$53,650	\$53,650	\$63,650	\$0	\$63,650
<b>531120</b> Vehicle Parts And Supplies	\$400	\$0	\$0	\$0	\$0	\$0
<b>531140</b> Water Line/Meter Maint Supplies	\$264,367	\$337,900	\$425,048	\$363,079	\$0	\$363,079
<b>531150</b> Computer Supplies	\$60	\$240	\$240	\$240	\$0	\$240
<b>531210</b> Water / Sewerage	\$19,139	\$100,000	\$96,000	\$100,000	\$0	\$100,000
<b>531215</b> Stormwater Fees	\$0	\$0	\$0	\$50	\$0	\$50
<b>531220</b> Natural Gas	\$5,204	\$4,800	\$4,800	\$5,500	\$0	\$5,500
<b>531230</b> Electricity	\$159,698	\$171,900	\$171,900	\$171,650	\$0	\$171,650
<b>531250</b> Oil	\$260	\$950	\$950	\$600	\$0	\$600
<b>531270</b> Gasoline/ Diesel	\$21,460	\$23,472	\$23,472	\$24,100	\$0	\$24,100
<b>531310</b> Hospitality And Events	\$479	\$500	\$500	\$1,200	\$0	\$1,200
<b>531400</b> Books And Periodicals	\$238	\$700	\$700	\$1,936	\$0	\$1,936
<b>531605</b> Machinery And Equipment-Operating	\$19,702	\$91,200	\$41,200	\$25,200	\$0	\$25,200
<b>531610</b> Furniture/Fixtures-Operating	\$593	\$500	\$500	\$500	\$0	\$500
<b>531615</b> Computer Equipment-Operating	\$26,266	\$8,200	\$16,300	\$8,200	\$0	\$8,200
<b>531720</b> Uniforms	\$11,714	\$12,360	\$12,360	\$12,360	\$0	\$12,360
<b>Operating Total</b>	<b>\$1,006,686</b>	<b>\$1,297,616</b>	<b>\$1,518,757</b>	<b>\$1,284,184</b>	<b>\$0</b>	<b>\$1,284,184</b>

# Water/Sewer Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
541100 Sites (land)	\$425	\$0	\$0	\$0	\$0	\$0
541300 Buildings	(\$6,876)	\$0	\$0	\$0	\$0	\$0
541420 Water Lines	\$664,640	\$500,000	\$1,075,622	\$0	\$400,000	\$400,000
542100 Machinery	\$62,320	\$194,654	\$230,537	\$0	\$107,000	\$107,000
542200 Vehicles	\$0	\$0	\$0	\$0	\$55,000	\$55,000
549999 Contra- Capital Expense Account	(\$694,237)	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$314,440	\$336,533	\$336,533	\$364,301	\$0	\$364,301
552400 Risk/Liability Contribution	\$40,961	\$43,667	\$43,667	\$51,302	\$0	\$51,302
561001 Building- Depreciation	\$685,540	\$0	\$0	\$0	\$0	\$0
561002 Infrastructure- Depreciation	\$444,265	\$0	\$0	\$0	\$0	\$0
561003 Site Improvement- Depreciation	\$2,000	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$66,084	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$30,807	\$0	\$0	\$0	\$0	\$0
582100 Interest - Long Term Debt	\$190,952	\$183,000	\$183,000	\$174,000	\$0	\$174,000
611361 Transfer for Fleet Capital	\$31,643	\$0	\$29,354	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,832,964</b>	<b>\$1,257,854</b>	<b>\$1,898,713</b>	<b>\$589,603</b>	<b>\$562,000</b>	<b>\$1,151,603</b>
<b>Grand Total</b>	<b>\$4,134,541</b>	<b>\$3,970,751</b>	<b>\$4,832,751</b>	<b>\$3,293,040</b>	<b>\$594,364</b>	<b>\$3,887,404</b>

# Water/Sewer Fund Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$9,484	\$6,000	\$6,000	\$6,000	\$0	\$5,628
<b>50541001 - Water Support Services Total</b>	<b>\$9,484</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$5,628</b>
Salaries and Benefits	\$200,171	\$323,927	\$285,435	\$323,927	\$32,364	\$311,491
Operating	\$75,824	\$86,073	\$93,926	\$86,073	\$0	\$124,184
Transfers, Capital, Other	\$1,198,561	\$563,200	\$567,447	\$563,200	\$55,000	\$644,603
<b>50544100 - Water Administration Total</b>	<b>\$1,474,556</b>	<b>\$973,200</b>	<b>\$946,808</b>	<b>\$973,200</b>	<b>\$87,364</b>	<b>\$1,080,278</b>
Salaries and Benefits	\$540,883	\$556,082	\$579,159	\$556,082	\$0	\$569,173
Operating	\$491,353	\$524,469	\$567,389	\$524,469	\$0	\$523,186
Transfers, Capital, Other	\$915	\$194,654	\$237,764	\$0	\$27,000	\$27,000
<b>50544300 - Water Plant Total</b>	<b>\$1,033,151</b>	<b>\$1,275,205</b>	<b>\$1,384,312</b>	<b>\$1,080,551</b>	<b>\$27,000</b>	<b>\$1,119,359</b>
Salaries and Benefits	\$553,837	\$535,272	\$550,687	\$535,272	\$0	\$570,953
Operating	\$430,025	\$681,074	\$851,442	\$681,074	\$0	\$631,186
Transfers, Capital, Other	\$633,488	\$500,000	\$1,093,502	\$0	\$480,000	\$480,000
<b>50544400 - Water Distribution Total</b>	<b>\$1,617,350</b>	<b>\$1,716,346</b>	<b>\$2,495,631</b>	<b>\$1,216,346</b>	<b>\$480,000</b>	<b>\$1,682,139</b>
<b>Grand Total</b>	<b>\$4,134,541</b>	<b>\$3,970,751</b>	<b>\$4,832,751</b>	<b>\$3,276,097</b>	<b>\$594,364</b>	<b>\$3,887,404</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, over 140 miles of gravity pipe, more than 20 detention ponds, and over 20 miles of drainage ditches.



**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 City of Roswell Stormwater Utility's most critical mission is to protect public safety by maintaining and replacing aged or failing stormwater infrastructure. The Utility also performs periodic repairs and maintenance on stormwater infrastructure. The Utility has the responsibility to comply with federal and state regulations. The Utility has goals for protecting streams, improving water quality, and providing services in a sustainable manner.

## What We Have Accomplished

- Completed Stormwater Master Plan.
- City staff operated jetting program has been crucial in reducing response time for clogged and blocked stormwater conveyance.
- Completed construction of the East Alley Pathway Improvement Project, Pine Grove Road and Norcross Street Culvert Replacement projects.
- Completed required inspection of 20% of the City owned Stormwater System.
- Continued the citywide training program on Green Infrastructure (GI)/Low Impact Development (LID) practices and Best Practices for pesticides and fertilizer use and storage.
- Completed the Compliance Stormwater Evaluation Inspection and Annual Reporting for the Municipal Separate Storm Sewer System (MS4) Permit.

## Challenges

Staff must work to ensure efficiency and fiscal responsibility while continuing to provide superior customer service. Outsourcing of project design, utilizing stand by contractors, as well as deploying an improved capital improvement matrix will aid in achieving those objectives. Continued staff development and training along with appropriate use of technology and innovations, such as portable communication devices, will enhance the Utility's ability to provide a sustainable level of service. Future budget planning for capital equipment purchases must be balanced with the need to repair and maintain the city's stormwater infrastructure as well as the requirement to comply with increasing levels of federal and state regulations.

## What We Expect to Accomplish

- Complete all capital projects for the fiscal year.
- Complete required inspection of 20% of the City owned stormwater system.
- Revise Stormwater Management Plan to comply with 2019 MS4 Permit.
- Respond to and address MS4 annual report comments.
- Provide training to mobilized interested citizens to positively impact streams.
- Monitor hydraulic performance of permeable pavers on Myrtle Street.
- Prepare overall maintenance plan for GI owned or maintained by the City.
- Coordinate CIP projects with other department's activities (paving, TSPLOST, etc.).
- Continue to provide leadership for Green Infrastructure Livability Team and Evaluate City projects for Green Infrastructure opportu-

# Stormwater Utility Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$704,933</b>		
<b>FY 2020 Revenues</b>		<b>\$3,305,220</b>		
<b>FY 2019 Approved Budget</b>		<b>\$3,162,198</b>		
Capital Removed:		<b>(\$750,000)</b>		
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		<b>(\$6,256)</b>		
Budgeted Vacancy Savings Adjustment:		<b>(\$243)</b>		
Defined Benefit Retirement Adjustment:		<b>(\$15,480)</b>		
Defined Contribution Retirement Adjustment:		\$14,632		
Fleet Lease Adjustment:		<b>(\$10,772)</b>		
Gasoline / Oil / Bottled Gas Adjustment:		<b>(\$955)</b>		
Worker's Comp Contribution Adjustment:		\$4,601		
Risk/Liability Adjustment:		\$2,161		
Bank Fees/Charges Adjustment:		\$7,000		
Indirect Cost Adjustment:		<b>(\$8,310)</b>		
Department Adjustments :		\$250		
<b>FY 2020 Approved Base Budget</b>		<b>\$2,398,826</b>		
50743200	511100	Employee Salary Increase (Average of 3%)	\$26,589	
<b>FY 2020 Approved Program Changes</b>		<b>\$26,589</b>		
<b>FY 2020 Approved Operating Budget</b>		<b>\$2,425,415</b>		
50743200	541200	82016	Stormwater Master Project List	\$830,000
<b>Maintenance Capital Total</b>		<b>\$830,000</b>		
50743200	542100	82031	Replace Excavator	\$170,000
<b>One Time Capital Total</b>		<b>\$170,000</b>		
<b>FY 2020 Approved Capital</b>		<b>\$1,000,000</b>		
<b>FY 2020 Total Approved Budget</b>		<b>\$3,425,415</b>		
<b>FY 2020 Reserve by Policy</b>		<b>\$165,633</b>		
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$419,105</b>		



# Stormwater Utility Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>344261</b> Stormwater Utility	\$3,110,549	\$3,145,659	\$3,145,659	\$3,289,020
<b>Charges for Service Total</b>	<b>\$3,110,549</b>	<b>\$3,145,659</b>	<b>\$3,145,659</b>	<b>\$3,289,020</b>
<b>361000</b> Interest Revenues	\$24,438	\$10,000	\$10,000	\$16,200
<b>361010</b> Unrealized Invest Gains	(\$23,122)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>\$1,316</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$16,200</b>
<b>371005</b> Private Donations/contrib	\$25,000	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$3,136,865</b>	<b>\$3,155,659</b>	<b>\$3,155,659</b>	<b>\$3,305,220</b>



# Stormwater Utility Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$718,945	\$753,350	\$750,562	\$745,240	\$22,357	\$767,597
<b>511101</b> Budgeted Salary Savings	\$0	(\$7,209)	(\$7,209)	(\$7,452)	\$0	(\$7,452)
<b>511105</b> Part Time Employees	\$991	\$32,291	\$32,291	\$32,291	\$968	\$33,259
<b>511300</b> Overtime	\$3,491	\$1,625	\$1,625	\$1,625	\$0	\$1,625
<b>512200</b> Social Security (FICA)	\$45,749	\$46,720	\$48,177	\$48,300	\$1,440	\$49,740
<b>512300</b> Medicare	\$10,699	\$10,926	\$11,267	\$11,200	\$330	\$11,530
<b>512400</b> Defined Benefit Retirement	\$66,090	\$100,220	\$100,220	\$84,740	\$0	\$84,740
<b>512401</b> Deferred Compensation	\$5,475	\$6,400	\$6,400	\$6,400	\$0	\$6,400
<b>512402</b> Defined Contribution Retirement	\$32,477	\$35,168	\$36,158	\$49,800	\$1,494	\$51,294
<b>553100</b> Group Insurance Contribution	\$159,109	\$188,081	\$188,081	\$188,081	\$0	\$188,081
<b>554100</b> Workers Comp Contribution	\$6,170	\$12,753	\$12,753	\$17,354	\$0	\$17,354
<b>Salaries and Benefits Total</b>	<b>\$1,049,196</b>	<b>\$1,180,325</b>	<b>\$1,180,325</b>	<b>\$1,177,579</b>	<b>\$26,589</b>	<b>\$1,204,168</b>
<b>521201</b> Professional Services	\$11,230	\$125,000	\$144,431	\$125,000	\$0	\$125,000
<b>521202</b> Legal	\$0	\$10,000	\$10,000	\$10,000	\$0	\$10,000
<b>521300</b> Technical Services	\$11,189	\$50,000	\$56,336	\$50,000	\$0	\$50,000
<b>521400</b> Contract Services	\$61,221	\$105,250	\$145,598	\$105,250	\$0	\$105,250
<b>522110</b> Disposal	\$12,821	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>522130</b> Custodial	\$2,612	\$3,200	\$3,200	\$3,200	\$0	\$3,200
<b>522140</b> Maintenance - Grounds	\$572	\$3,550	\$3,550	\$3,550	\$0	\$3,550
<b>522205</b> Repairs And Maintenance	\$33,046	\$49,700	\$70,339	\$49,700	\$0	\$49,700
<b>522220</b> Vehicle Fleet Rate	\$33,575	\$57,628	\$36,479	\$46,856	\$0	\$46,856
<b>522320</b> Rental Of Equipment And Vehicles	\$3,317	\$9,375	\$14,299	\$9,375	\$0	\$9,375
<b>523210</b> Communication Services	\$0	\$9,120	\$9,120	\$9,120	\$0	\$9,120
<b>523220</b> Postage	\$438	\$680	\$735	\$680	\$0	\$680
<b>523500</b> Travel	\$863	\$4,491	\$4,491	\$4,491	\$0	\$4,491
<b>523600</b> Dues And Fees	\$2,278	\$1,466	\$1,466	\$1,466	\$0	\$1,466
<b>523700</b> Education And Training	\$4,945	\$7,480	\$8,950	\$7,480	\$0	\$7,480
<b>523800</b> Licenses	\$47	\$147	\$147	\$147	\$0	\$147
<b>523901</b> Bank Fees / Charges	\$20,872	\$15,000	\$15,000	\$22,000	\$0	\$22,000
<b>523902</b> Sanitation Services	\$0	\$1,300	\$1,300	\$1,300	\$0	\$1,300
<b>531105</b> Supplies	\$77,407	\$90,662	\$90,760	\$90,662	\$0	\$90,662
<b>531150</b> Computer Supplies	\$0	\$420	\$420	\$420	\$0	\$420
<b>531220</b> Natural Gas	\$2,498	\$2,900	\$2,900	\$2,900	\$0	\$2,900
<b>531230</b> Electricity	\$2,979	\$5,000	\$5,000	\$5,000	\$0	\$5,000
<b>531250</b> Oil	\$692	\$1,550	\$1,550	\$1,000	\$0	\$1,000
<b>531270</b> Gasoline/ Diesel	\$18,272	\$19,655	\$19,655	\$19,250	\$0	\$19,250
<b>531310</b> Hospitality And Events	\$987	\$0	\$0	\$250	\$0	\$250
<b>531615</b> Computer Equipment-Operating	\$41,319	\$6,600	\$14,700	\$6,600	\$0	\$6,600
<b>531620</b> Communication Equipment-Operating	\$0	\$600	\$600	\$600	\$0	\$600
<b>531720</b> Uniforms	\$7,391	\$7,135	\$7,135	\$7,135	\$0	\$7,135
<b>Operating Total</b>	<b>\$350,571</b>	<b>\$602,909</b>	<b>\$683,161</b>	<b>\$598,432</b>	<b>\$0</b>	<b>\$598,432</b>
<b>541200</b> Site Improvements	\$806,366	\$750,000	\$1,577,981	\$0	\$830,000	\$830,000
<b>542100</b> Machinery	\$166,255	\$0	\$0	\$0	\$170,000	\$170,000
<b>549999</b> Contra- Capital Expense Account	(\$895,749)	\$0	\$0	\$0	\$0	\$0
<b>551110</b> Indirect Costs	\$512,843	\$583,514	\$583,514	\$575,204	\$0	\$575,204
<b>552400</b> Risk/Liability Contribution	\$12,940	\$12,199	\$12,199	\$14,360	\$0	\$14,360
<b>561002</b> Infrastructure- Depreciation	\$138,791	\$0	\$0	\$0	\$0	\$0
<b>561004</b> Machinery & Equipment- Depreciation	\$7,096	\$0	\$0	\$0	\$0	\$0
<b>561005</b> Vehicles-depreciation	\$80,725	\$0	\$0	\$0	\$0	\$0
<b>611351</b> Transfer Out - Fed Grant	\$179,946	\$0	\$0	\$0	\$0	\$0
<b>611357</b> Transfer Out - General Fund	\$34,421	\$33,251	\$33,251	\$33,251	\$0	\$33,251
<b>611361</b> Transfer for Fleet Capital	\$22,798	\$0	\$21,149	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,066,432</b>	<b>\$1,378,964</b>	<b>\$2,228,094</b>	<b>\$622,815</b>	<b>\$1,000,000</b>	<b>\$1,622,815</b>
<b>Grand Total</b>	<b>\$2,466,199</b>	<b>\$3,162,198</b>	<b>\$4,091,580</b>	<b>\$2,398,826</b>	<b>\$1,026,589</b>	<b>\$3,425,415</b>

# Stormwater Utility Fund Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$8,341	\$10,500	\$10,500	\$10,500	\$0	\$9,845
<b>50741001 - Storm Water Support Services Total</b>	<b>\$8,341</b>	<b>\$10,500</b>	<b>\$10,500</b>	<b>\$10,500</b>	<b>\$0</b>	<b>\$9,845</b>
Salaries and Benefits	\$1,049,196	\$1,180,325	\$1,180,325	\$1,180,325	\$26,589	\$1,204,168
Operating	\$342,230	\$592,409	\$672,661	\$592,409	\$0	\$588,587
Transfers, Capital, Other	\$1,066,432	\$1,378,964	\$2,228,094	\$628,964	\$1,000,000	\$1,622,815
<b>50743200 - Stormwater Management Total</b>	<b>\$2,457,858</b>	<b>\$3,151,698</b>	<b>\$4,081,080</b>	<b>\$2,401,698</b>	<b>\$1,026,589</b>	<b>\$3,415,570</b>
<b>Grand Total</b>	<b>\$2,466,199</b>	<b>\$3,162,198</b>	<b>\$4,091,580</b>	<b>\$2,412,198</b>	<b>\$1,026,589</b>	<b>\$3,425,415</b>



# Solid Waste Fund

The Solid Waste Fund is an enterprise fund that provides solid waste collection and recycling services throughout the City. Disposal services are provided for over 26,000 residential customers for weekly garbage, recycling, and yard waste collection. There are approximately 1,000 commercial customers for whom garbage collection and disposal services are provided. The City owns and operates a fully-staffed Recycling Center operating five days per week in addition to a Transfer Station available to all Roswell residents. Included in the Solid Waste Fund

is large item collection services provided to residential customers, for a fee, as requested. 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 Solid Waste Division continues to strive to provide efficient customer service to residential and commercial customers in addition to specialized programs such as large item pick-ups, curbside exemptions, Bulky Trash Amnesty Days and Household Hazardous Waste Collection Events. The Recycling Center continues to look for opportunities to increase efficiency of services and type of services, educate, interact and partner with the businesses and residents of Roswell on solid waste and recycling issues.

## What We Have Accomplished

- Implemented the semi-automated residential sanitation collection program servicing the entire City.
- Installed replacement GPS equipment for Solid Waste Division vehicles.
- Improved communication system with all residential and scout truck drivers.
- Conducted one Bulky Trash Amnesty and two Household Hazardous Waste Collection events.
- Keep Roswell Beautiful (KRB) and the City of Roswell partnered to conduct the annual Roswell Green Expo, Rivers Alive and other community events.

## Challenges

Challenges exist with ongoing equipment maintenance and replacement in order to ensure timely and efficient collection services. Ensuring that sanitation trucks have unobstructed access to commercial dumpsters continues to be a daily challenge. Fluctuating recycling markets require staff to seek alternative vendors to determine the most cost effective method of recycling or reusing of material.

## What We Expect to Accomplish

- Evaluate the effectiveness of the semi-automated residential sanitation collection program citywide.
- Update and improve the 2016 Solid Waste Business Plan to more accurately reflect current operations and business expectations.
- Retain a qualified and efficient staffing level.
- Manage contracts for the provision of yard waste and recycling services to ensure responsive and responsible disposal options for the residents of the City of Roswell.
- Complete design for Transfer Station replacement.





# Solid Waste Fund

<b>FY 2020 Estimated Beginning Available Fund Balance</b>		<b>\$1,390,594</b>
<b>FY 2020 Revenues</b>		<b>\$11,011,290</b>
<b>FY 2019 Approved Budget</b>		<b>\$13,106,724</b>
One Time Costs Removed (Semi-Automated Collections Program):		(\$1,809,000)
Capital Removed:		(\$1,003,500)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		\$23,165
Budgeted Vacancy Savings Adjustment:		(\$1,142)
Zero base Professional, Technical and Contract Service Adjustment:		\$4,800
Defined Benefit Retirement Adjustment:		(\$27,870)
Defined Contribution Retirement Adjustment:		\$41,940
Utilities Adjustment:		(\$1,740)
Fleet Lease Adjustment:		(\$111,868)
Gasoline / Oil / Bottled Gas Adjustment:		\$32,310
Worker's Comp Contribution Adjustment:		\$38,247
Risk/Liability Adjustment:		\$13,018
Contract changes previously approved by Council Adjustment:		\$488,161
Bank Fees/Charges Adjustment:		\$19,300
Indirect Cost Adjustment:		(\$7,893)
Department Adjustments (Dumpster and Education):		(\$2,843)
<b>FY 2020 Approved Base Budget</b>		<b>\$10,801,809</b>
Various	Reduction of Force for Custodial Services	(\$83,553)
54045100 522205	Add Funding for Hiperweb Yearly Maintenance Fee	\$7,500
54045100 511100	Employee Salary Increase (Average of 3%)	\$78,803
<b>FY 2020 Approved Program Changes</b>		<b>\$2,750</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$10,804,559</b>
54045201 542200 81002	One Residential Rear Loading Garbage Truck Replacement	\$215,000
54045202 542200 81001	Commercial Front Loader Garbage Truck Replacement	\$270,000
<b>Maintenance Capital Total</b>		<b>\$485,000</b>
54045500 542100 81023	Add Funding for Densifier Equipment - Recycling Center	\$30,000
<b>One Time Capital Total</b>		<b>\$30,000</b>
<b>FY 2020 Approved Capital</b>		<b>\$515,000</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$11,319,559</b>
<b>FY 2020 Reserve by Policy</b>		<b>\$622,445</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$459,880</b>

# Solid Waste Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>341905</b> Other/Misc. Fees	\$10	\$0	\$0	\$0
<b>344111</b> Residential Refuse Collect	\$5,629,036	\$5,610,550	\$5,610,550	\$7,036,694
<b>344112</b> Commercial Refuse Collect	\$3,189,799	\$3,200,000	\$3,200,000	\$3,630,296
<b>344115</b> Utility Billing Lien Revenue	\$594	\$0	\$0	\$0
<b>344160</b> Solid Waste Recycling Fees	\$272,461	\$230,000	\$230,000	\$250,000
<b>344162</b> Large Item Fees	\$40,193	\$30,000	\$30,000	\$30,000
<b>344191</b> Dumpster Set Up Fees	\$1,710	\$1,500	\$1,500	\$1,500
<b>Charges for Service Total</b>	<b>\$9,133,803</b>	<b>\$9,072,050</b>	<b>\$9,072,050</b>	<b>\$10,948,490</b>
<b>361000</b> Interest Revenues	\$35,033	\$30,800	\$30,800	\$30,800
<b>361010</b> Unrealized Invest Gains	(\$42,356)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$7,323)</b>	<b>\$30,800</b>	<b>\$30,800</b>	<b>\$30,800</b>
<b>391201</b> Operating Transfer In	\$10,172	\$0	\$0	\$0
<b>392100</b> Sale Of Assets	\$0	\$0	\$0	\$32,000
<b>Miscellaneous Revenues Total</b>	<b>\$10,172</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,000</b>
<b>Current Year Revenues</b>	<b>\$9,136,652</b>	<b>\$9,102,850</b>	<b>\$9,102,850</b>	<b>\$11,011,290</b>



# Solid Waste Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$2,172,808	\$2,308,460	\$2,300,001	\$2,324,170	\$11,223	\$2,335,393
<b>511101</b> Budgeted Salary Savings	\$0	(\$22,100)	(\$22,100)	(\$23,242)	\$0	(\$23,242)
<b>511105</b> Part Time Employees	\$27,483	\$16,826	\$16,826	\$16,826	\$0	\$16,826
<b>511300</b> Overtime	\$102,427	\$104,269	\$104,269	\$102,562	\$0	\$102,562
<b>512200</b> Social Security (FICA)	\$143,354	\$143,890	\$148,554	\$151,400	\$723	\$152,123
<b>512300</b> Medicare	\$33,527	\$33,648	\$34,739	\$35,300	\$162	\$35,462
<b>512400</b> Defined Benefit Retirement	\$312,133	\$317,340	\$317,340	\$289,470	\$0	\$289,470
<b>512401</b> Deferred Compensation	\$6,776	\$7,700	\$7,700	\$7,700	\$0	\$7,700
<b>512402</b> Defined Contribution Retirement	\$73,375	\$82,060	\$84,764	\$124,000	(\$3,300)	\$120,700
<b>553100</b> Group Insurance Contribution	\$603,572	\$730,501	\$730,501	\$730,501	(\$25,978)	\$704,523
<b>554100</b> Workers Comp Contribution	\$82,370	\$106,032	\$106,032	\$144,279	\$0	\$144,279
<b>Salaries and Benefits Total</b>	<b>\$3,557,825</b>	<b>\$3,828,626</b>	<b>\$3,828,626</b>	<b>\$3,902,966</b>	<b>(\$17,170)</b>	<b>\$3,885,796</b>
<b>521201</b> Professional Services	\$0	\$0	\$40,282	\$0	\$0	\$0
<b>521400</b> Contract Services	\$2,679,093	\$2,740,823	\$2,959,429	\$3,114,984	\$0	\$3,114,984
<b>522110</b> Disposal	\$1,415,397	\$1,462,700	\$1,655,182	\$1,681,500	\$0	\$1,681,500
<b>522130</b> Custodial	\$4,125	\$6,375	\$6,750	\$6,375	\$12,420	\$18,795
<b>522140</b> Maintenance - Grounds	\$4,985	\$5,000	\$5,500	\$5,000	\$0	\$5,000
<b>522205</b> Repairs And Maintenance	\$20,081	\$17,300	\$18,977	\$17,300	\$7,500	\$24,800
<b>522210</b> Vehicle Repair	\$2,050	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$450,450	\$564,875	\$489,400	\$453,007	\$0	\$453,007
<b>522320</b> Rental Of Equipment And Vehicles	\$2,227	\$4,475	\$4,475	\$4,475	\$0	\$4,475
<b>523210</b> Communication Services	\$0	\$16,730	\$16,730	\$16,730	\$0	\$16,730
<b>523220</b> Postage	\$58	\$685	\$685	\$685	\$0	\$685
<b>523300</b> Advertising	\$0	\$540	\$540	\$540	\$0	\$540
<b>523400</b> Printing And Binding	\$152	\$1,770	\$1,770	\$1,770	\$0	\$1,770
<b>523500</b> Travel	\$11	\$5,867	\$5,867	\$5,867	\$0	\$5,867
<b>523600</b> Dues And Fees	\$1,266	\$1,837	\$1,837	\$1,837	\$0	\$1,837
<b>523700</b> Education And Training	\$110	\$6,410	\$6,410	\$4,910	\$0	\$4,910
<b>523800</b> Licenses	\$87	\$306	\$306	\$306	\$0	\$306
<b>523851</b> Contracted Temporary Labor	\$28,391	\$1,500	\$1,680	\$1,500	\$0	\$1,500
<b>523901</b> Bank Fees / Charges	\$62,750	\$43,700	\$43,700	\$63,000	\$0	\$63,000
<b>523902</b> Sanitation Services	\$1,859	\$1,016	\$1,016	\$1,016	\$0	\$1,016
<b>531105</b> Supplies	\$64,018	\$54,804	\$55,597	\$54,804	\$0	\$54,804
<b>531150</b> Computer Supplies	\$0	\$240	\$240	\$240	\$0	\$240
<b>531210</b> Water / Sewerage	\$775	\$1,050	\$1,050	\$1,150	\$0	\$1,150
<b>531215</b> Stormwater Fees	\$73	\$300	\$300	\$100	\$0	\$100
<b>531220</b> Natural Gas	\$2,201	\$1,100	\$1,100	\$2,100	\$0	\$2,100
<b>531230</b> Electricity	\$6,010	\$10,980	\$10,980	\$8,340	\$0	\$8,340
<b>531240</b> Bottled Gas	\$1,940	\$4,000	\$4,000	\$4,000	\$0	\$4,000
<b>531250</b> Oil	\$6,865	\$12,968	\$12,968	\$9,388	\$0	\$9,388
<b>531270</b> Gasoline/ Diesel	\$155,645	\$170,860	\$170,860	\$206,750	\$0	\$206,750
<b>531310</b> Hospitality And Events	\$1,391	\$0	\$0	\$250	\$0	\$250
<b>531400</b> Books And Periodicals	\$0	\$50	\$50	\$50	\$0	\$50
<b>531605</b> Machinery And Equipment-Operating	\$293,735	\$1,918,169	\$1,745,676	\$9,169	\$0	\$9,169
<b>531615</b> Computer Equipment-Operating	\$3,777	\$0	\$0	\$0	\$0	\$0
<b>531625</b> Dumpster - Equipment Op	\$78,340	\$70,873	\$70,873	\$68,873	\$0	\$68,873
<b>531720</b> Uniforms	\$25,057	\$34,470	\$40,051	\$34,877	\$0	\$34,877
<b>Operating Total</b>	<b>\$5,312,919</b>	<b>\$7,161,773</b>	<b>\$7,374,281</b>	<b>\$5,780,893</b>	<b>\$19,920</b>	<b>\$5,800,813</b>

# Solid Waste Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
541200 Site Improvements	\$47,148	\$260,000	\$310,638	\$0	\$0	\$0
542100 Machinery	\$63,443	\$6,500	\$40,737	\$0	\$30,000	\$30,000
542200 Vehicles	\$14,760	\$737,000	\$1,152,000	\$0	\$485,000	\$485,000
549999 Contra- Capital Expense Account	(\$125,351)	\$0	\$0	\$0	\$0	\$0
551110 Indirect Costs	\$971,679	\$1,038,121	\$1,038,121	\$1,030,228	\$0	\$1,030,228
552400 Risk/Liability Contribution	\$48,860	\$74,704	\$74,704	\$87,722	\$0	\$87,722
561001 Building- Depreciation	\$47,568	\$0	\$0	\$0	\$0	\$0
561004 Machinery & Equipment- Depreciation	\$16,066	\$0	\$0	\$0	\$0	\$0
561005 Vehicles-depreciation	\$283,450	\$0	\$0	\$0	\$0	\$0
611350 Transfers Out - Cap Projects	\$0	\$0	\$41,519	\$0	\$0	\$0
611361 Transfer for Fleet Capital	\$81,359	\$0	\$75,475	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,448,982</b>	<b>\$2,116,325</b>	<b>\$2,733,194</b>	<b>\$1,117,950</b>	<b>\$515,000</b>	<b>\$1,632,950</b>
<b>Grand Total</b>	<b>\$10,319,726</b>	<b>\$13,106,724</b>	<b>\$13,936,101</b>	<b>\$10,801,809</b>	<b>\$517,750</b>	<b>\$11,319,559</b>



# Solid Waste Fund Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$5,245	\$5,627	\$5,627	\$5,627	\$0	\$5,627
<b>54041001 - Solid Waste Support Services Total</b>	<b>\$5,245</b>	<b>\$5,627</b>	<b>\$5,627</b>	<b>\$5,627</b>	<b>\$0</b>	<b>\$5,627</b>
Salaries and Benefits	\$817,842	\$1,017,720	\$954,393	\$1,017,720	\$78,803	\$1,019,622
Operating	\$96,185	\$101,941	\$117,651	\$101,941	\$19,920	\$173,709
Transfers, Capital, Other	\$1,077,346	\$1,372,825	\$1,430,690	\$1,112,825	\$0	\$1,117,950
<b>54045100 - Solid Waste &amp; Recycling Admin Total</b>	<b>\$1,991,373</b>	<b>\$2,492,486</b>	<b>\$2,502,734</b>	<b>\$2,232,486</b>	<b>\$98,723</b>	<b>\$2,311,281</b>
Salaries and Benefits	\$1,769,582	\$1,846,211	\$1,884,521	\$1,846,211	(\$95,973)	\$1,846,624
Operating	\$662,687	\$2,335,701	\$2,268,577	\$526,701	\$0	\$549,154
Transfers, Capital, Other	\$55,842	\$480,000	\$729,630	\$0	\$215,000	\$215,000
<b>54045201 - Solid Waste Resident Collect Total</b>	<b>\$2,488,111</b>	<b>\$4,661,912</b>	<b>\$4,882,728</b>	<b>\$2,372,912</b>	<b>\$119,027</b>	<b>\$2,610,778</b>
Salaries and Benefits	\$609,261	\$602,306	\$617,525	\$602,306	\$0	\$635,785
Operating	\$363,810	\$411,485	\$414,019	\$411,485	\$0	\$349,696
Transfers, Capital, Other	\$256,540	\$257,000	\$504,980	\$0	\$270,000	\$270,000
<b>54045202 - Solid Waste Commercial Collect Total</b>	<b>\$1,229,611</b>	<b>\$1,270,791</b>	<b>\$1,536,524</b>	<b>\$1,013,791</b>	<b>\$270,000</b>	<b>\$1,255,481</b>
Operating	\$1,361,351	\$1,405,200	\$1,597,532	\$1,405,200	\$0	\$1,628,800
<b>54045300 - Solid Waste Disposal Total</b>	<b>\$1,361,351</b>	<b>\$1,405,200</b>	<b>\$1,597,532</b>	<b>\$1,405,200</b>	<b>\$0</b>	<b>\$1,628,800</b>
Salaries and Benefits	\$361,140	\$362,389	\$372,187	\$362,389	\$0	\$383,765
Operating	\$174,504	\$207,843	\$183,819	\$207,843	\$0	\$173,530
Transfers, Capital, Other	\$59,254	\$6,500	\$67,894	\$0	\$30,000	\$30,000
<b>54045500 - Recycling Center Total</b>	<b>\$594,898</b>	<b>\$576,732</b>	<b>\$623,900</b>	<b>\$570,232</b>	<b>\$30,000</b>	<b>\$587,295</b>
Operating	\$709	\$9,937	\$9,937	\$9,937	\$0	\$9,337
<b>54045800 - Solid Waste Public Education Total</b>	<b>\$709</b>	<b>\$9,937</b>	<b>\$9,937</b>	<b>\$9,937</b>	<b>\$0</b>	<b>\$9,337</b>
Operating	\$2,648,428	\$2,684,039	\$2,777,119	\$2,684,039	\$0	\$2,910,960
<b>54045850 - Solid Waste Yard Trimmings Total</b>	<b>\$2,648,428</b>	<b>\$2,684,039</b>	<b>\$2,777,119</b>	<b>\$2,684,039</b>	<b>\$0</b>	<b>\$2,910,960</b>
<b>Grand Total</b>	<b>\$10,319,726</b>	<b>\$13,106,724</b>	<b>\$13,936,101</b>	<b>\$10,294,224</b>	<b>\$517,750</b>	<b>\$11,319,559</b>



# Fleet Services Fund

The Fleet Services Fund maintains the City of Roswell's vehicle fleet, fueling systems, and support equipment. Fleet Services is responsible for preventative maintenance, repair parts inventory, tire servicing, vehicle towing, equipment and vehicle repairs, and recordkeeping. Fleet Services is also responsible for maintaining, servicing and ordering the City's fuel and the administration of fueling contracts.

**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

The Fleet Services Fund is an internal services fund created to provide tracking, reporting and overall efficient services 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. Using the City work order module for fleet will provide opportunities to track life-cycle aspects of the fleet vehicles and equipment.

## What We Have Accomplished

- Initiated a vehicle leasing agreement with Enterprise Fleet Management to improve fleet reliability at competitive or lower costs
- Implemented the Fleet Services Fund citywide program capturing all vehicle related maintenance, repairs, purchasing and reporting system
- Executed the Preventative Maintenance Schedule for 2019 in order to provide efficient and scheduled maintenance to all city vehicles and equipment
- Automated the Dobbs Fuel accountability system
- Published a daily out of service report for department liaisons
- Relocated the parts room and converted the old parts room into an office for the Service Writer
- Increased shop capabilities by adding one new position (Service Writer)
- Equipped the mobile truck with new tools for emergency roadside service

## Challenges

Challenges exist with developing, tracking and accounting for all city vehicles and equipment to ensure maximum life and effective internal services such as an efficient comprehensive preventive maintenance schedule for the entire City's fleet. Scheduling and communication are essential elements of this program to ensure this program works successfully.

## What We Expect to Accomplish

- Maintain an accurate Preventative Maintenance program accounting for all vehicles and equipment
- Implement an improved parts inventory management system with bar code scanning to expedite data entry
- Plan to replace the old outdated pumps at Dobbs fueling station
- Plan to purchase heavy equipment lifts to service large Fire and Sanitation trucks



# Fleet Services Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$15,000</b>
<b>FY 2020 Revenues</b>		<b>\$2,946,228</b>
<b>FY 2019 Approved Budget</b>		<b>\$3,054,687</b>
Capital Removed:		(\$1,402,932)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		(\$14,077)
Budgeted Vacancy Savings Adjustment:		(\$39)
Zero base Professional, Technical and Contract Service Adjustment:		(\$1,200)
Defined Benefit Retirement Adjustment:		(\$9,779)
Defined Contribution Retirement Adjustment:		\$8,869
Fleet Lease Adjustment:		\$1,108,475
Gasoline / Oil / Bottled Gas Adjustment:		\$350
Worker's Comp Contribution Adjustment:		\$751
Risk/Liability Adjustment:		\$1,338
Indirect Cost Adjustment:		\$55,904
Department Adjustments :		\$1,450
<b>FY 2020 Approved Base Budget</b>		<b>\$2,803,797</b>
60449000 511100	Add (1) Full-Time Service Writer Position at 100% Funding	\$41,777
60449000 531120	Add Funding for Vehicle Accessories to Protect Assets	\$20,000
60449000 511100	Employee Salary Increase (Average of 3%)	\$14,022
<b>FY 2020 Approved Program Changes</b>		<b>\$75,799</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$2,879,596</b>
60449000 542100 83004	Tool and Auto Repair Equipment Replacement Program	\$13,500
<b>Maintenance Capital Total</b>		<b>\$13,500</b>
60449000 542100 83008	Fuel Pumps Replacement	\$13,978
60449000 542100 83007	Add Funding for Purchase of Heavy Duty Mobile Truck Lifts	\$52,000
<b>One Time Capital Total</b>		<b>\$65,978</b>
<b>FY 2020 Approved Capital</b>		<b>\$79,478</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$2,959,074</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$2,154</b>





# Fleet Services Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>341750 Fleet Service Charges</b>	\$1,695,090	\$3,194,836	\$1,819,836	\$2,946,228
<b>Charges for Service Total</b>	<b>\$1,695,090</b>	<b>\$3,194,836</b>	<b>\$1,819,836</b>	<b>\$2,946,228</b>
<b>Current Year Revenues</b>	<b>\$1,695,090</b>	<b>\$3,194,836</b>	<b>\$1,819,836</b>	<b>\$2,946,228</b>

# Fleet Services Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100 Regular Employees</b>	\$439,732	\$409,290	\$407,325	\$395,010	\$48,697	\$443,707
<b>511101 Budgeted Salary Savings</b>	\$0	(\$3,911)	(\$3,911)	(\$3,950)	\$0	(\$3,950)
<b>511300 Overtime</b>	\$8,836	\$23,139	\$23,139	\$23,139	(\$12,000)	\$11,139
<b>512200 Social Security (FICA)</b>	\$28,985	\$25,690	\$26,589	\$25,900	\$3,015	\$28,915
<b>512300 Medicare</b>	\$6,779	\$6,007	\$6,218	\$6,000	\$704	\$6,704
<b>512400 Defined Benefit Retirement</b>	\$40,359	\$31,840	\$31,840	\$22,061	\$0	\$22,061
<b>512401 Deferred Compensation</b>	\$3,652	\$4,300	\$4,300	\$4,300	\$0	\$4,300
<b>512402 Defined Contribution Retirement</b>	\$30,666	\$33,531	\$34,386	\$42,400	\$5,694	\$48,094
<b>553100 Group Insurance Contribution</b>	\$101,051	\$95,469	\$95,469	\$95,469	\$12,989	\$108,458
<b>554100 Workers Comp Contribution</b>	\$3,930	\$2,100	\$2,100	\$2,851	\$0	\$2,851
<b>Salaries and Benefits Total</b>	<b>\$663,990</b>	<b>\$627,455</b>	<b>\$627,455</b>	<b>\$613,180</b>	<b>\$59,099</b>	<b>\$672,279</b>
<b>521300 Technical Services</b>	\$10,184	\$6,110	\$6,110	\$4,910	\$0	\$4,910
<b>522110 Disposal</b>	\$0	\$2,000	\$2,000	\$2,000	(\$1,500)	\$500
<b>522205 Repairs And Maintenance</b>	\$9,198	\$6,000	\$6,000	\$6,000	\$0	\$6,000
<b>522210 Vehicle Repair</b>	\$299,347	\$205,430	\$206,738	\$205,430	\$0	\$205,430
<b>522220 Vehicle Fleet Rate</b>	\$8,725	\$31,898	\$9,480	\$15,108	\$0	\$15,108
<b>522320 Rental Of Equipment And Vehicles</b>	\$1,184	\$4,840	\$4,840	\$4,840	(\$1,800)	\$3,040
<b>523210 Communication Services</b>	\$0	\$3,360	\$3,360	\$3,360	\$0	\$3,360
<b>523500 Travel</b>	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
<b>523600 Dues And Fees</b>	\$65	\$150	\$150	\$150	\$0	\$150
<b>523700 Education And Training</b>	\$2,140	\$830	\$830	\$2,030	\$0	\$2,030
<b>523901 Bank Fees / Charges</b>	\$4	\$0	\$0	\$0	\$0	\$0
<b>531105 Supplies</b>	\$29,807	\$31,650	\$31,665	\$31,650	\$0	\$31,650
<b>531120 Vehicle Parts And Supplies</b>	\$583,297	\$643,179	\$643,179	\$643,179	\$20,000	\$663,179
<b>531240 Bottled Gas</b>	\$0	\$400	\$400	\$0	\$0	\$0
<b>531250 Oil</b>	\$79	\$140	\$140	\$140	\$0	\$140
<b>531270 Gasoline/ Diesel</b>	\$4,898	\$4,500	\$4,500	\$5,250	\$0	\$5,250
<b>531310 Hospitality And Events</b>	\$417	\$0	\$0	\$250	\$0	\$250
<b>531605 Machinery And Equipment-Operating</b>	\$16,246	\$0	\$0	\$0	\$0	\$0
<b>531720 Uniforms</b>	\$5,797	\$5,800	\$7,362	\$5,800	\$0	\$5,800
<b>Operating Total</b>	<b>\$971,388</b>	<b>\$947,287</b>	<b>\$927,754</b>	<b>\$931,097</b>	<b>\$16,700</b>	<b>\$947,797</b>
<b>542100 Machinery</b>	\$18,509	\$27,932	\$29,466	\$0	\$79,478	\$79,478
<b>542200 Vehicles</b>	\$0	\$1,375,000	\$0	\$0	\$0	\$0
<b>551110 Indirect Costs</b>	\$65,523	\$69,474	\$69,474	\$125,378	\$0	\$125,378
<b>552400 Risk/Liability Contribution</b>	\$5,456	\$7,539	\$7,539	\$8,877	\$0	\$8,877
<b>581200 Principal - Capital Lease</b>	\$0	\$0	\$0	\$1,125,265	\$0	\$1,125,265
<b>611361 Transfer for Fleet Capital</b>	\$24,166	\$0	\$22,418	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$113,654</b>	<b>\$1,479,945</b>	<b>\$128,897</b>	<b>\$1,259,520</b>	<b>\$79,478</b>	<b>\$1,338,998</b>
<b>Grand Total</b>	<b>\$1,749,032</b>	<b>\$3,054,687</b>	<b>\$1,684,106</b>	<b>\$2,803,797</b>	<b>\$155,277</b>	<b>\$2,959,074</b>

# Fleet Services Fund Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$880	\$0	\$0	\$0	\$0	\$0
<b>60415000 - Fleet Administration Dept Total</b>	<b>\$880</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$228,938	\$0	\$0	\$0	\$0	\$0
<b>60432101 - Fleet Police Department Total</b>	<b>\$228,938</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$188,555	\$0	\$390	\$0	\$0	\$0
<b>60435101 - Fleet Fire Department Total</b>	<b>\$188,555</b>	<b>\$0</b>	<b>\$390</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$97,654	\$0	\$0	\$0	\$0	\$0
<b>60442101 - Fleet Transportation Dept Total</b>	<b>\$97,654</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$6,353	\$0	\$0	\$0	\$0	\$0
<b>60443200 - Fleet Stormwater Department Total</b>	<b>\$6,353</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$10,809	\$0	\$0	\$0	\$0	\$0
<b>60444100 - Fleet Water Department Total</b>	<b>\$10,809</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$254,099	\$0	\$918	\$0	\$0	\$0
<b>60445100 - Fleet Solid Waste Department Total</b>	<b>\$254,099</b>	<b>\$0</b>	<b>\$918</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Salaries and Benefits	\$663,990	\$627,455	\$627,455	\$627,455	\$59,099	\$672,279
Operating	\$125,484	\$947,287	\$926,446	\$947,287	\$16,700	\$947,797
Transfers, Capital, Other	\$113,654	\$1,479,945	\$128,897	\$77,013	\$79,478	\$1,338,998
<b>60449000 - Fleet Maintenance Total</b>	<b>\$903,128</b>	<b>\$3,054,687</b>	<b>\$1,682,798</b>	<b>\$1,651,755</b>	<b>\$155,277</b>	<b>\$2,959,074</b>
Operating	\$58,096	\$0	\$0	\$0	\$0	\$0
<b>60462000 - Fleet Rec &amp; Parks Total</b>	<b>\$58,096</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating	\$520	\$0	\$0	\$0	\$0	\$0
<b>60470101 - Fleet Com Dev Department Total</b>	<b>\$520</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$1,749,032</b>	<b>\$3,054,687</b>	<b>\$1,684,106</b>	<b>\$1,651,755</b>	<b>\$155,277</b>	<b>\$2,959,074</b>



# Finance Department

The Finance Department is responsible for the financial aspects of Roswell's government. The Department is comprised of Administration, Accounting, Accounts Payable, Strategic Planning and Budgeting, Financial Services, 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 Department

Finance Total:  
\$ 4,875,753

General Fund  
\$ 3,215,753

Debt Service Fund  
\$ 1,660,000



## Opportunities

Make use of available technology to improve internal processes as well as customer service to our residents.

Review and update business processes as well as policies and procedures.

## Challenges

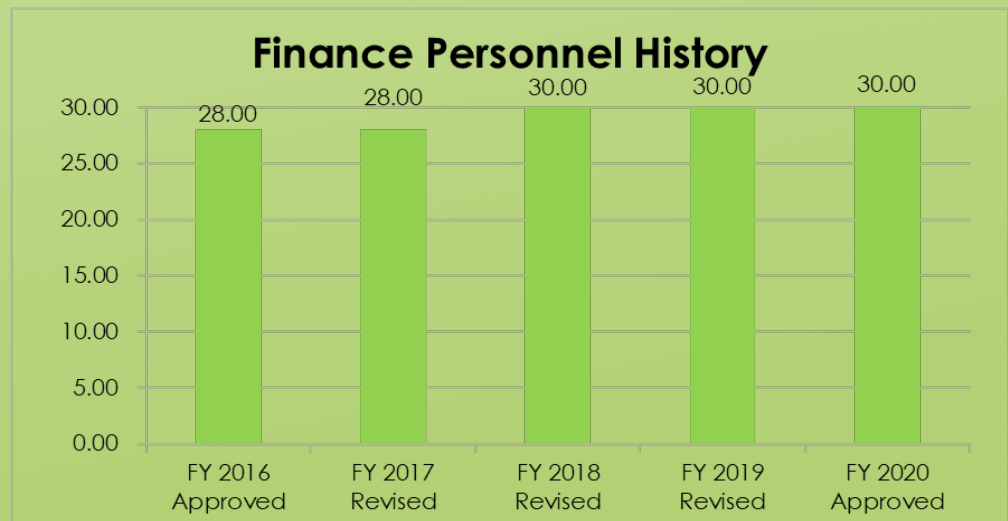
The availability of resources for improvements to efficiencies.

Changes in GASB rules.

**Ryan Luckett**  
Director of Finance



City of Roswell



***Personnel Changes:***

**FY 2018:** Added (2) full time Accountant positions (in support of Occupation Tax Program)



FY 2020 Approved Budget

# Finance Department

## What We Have Accomplished

- Successfully completed the FY 2018 year-end close process as well as the Comprehensive Annual Financial Report (CAFR).
- Successfully completed the 2018 property tax billing process (over 25,000 accounts) despite challenges resulting from the delayed tax digest.
- Opened online portal for businesses to more easily remit excise tax documentation and payment to the City.
- Worked with Community Relations to develop a Budget-in-Brief document that summarized the approved budget into a more easily understood pamphlet. The publication was provided to residents through the monthly utility bill and the City's website.
- Worked with Community Relations to develop the City's first ever Popular Annual Financial Report (PAFR) for FY 2018. This brief report takes the 200+ page Comprehensive Annual Financial Report (CAFR) and summarizes it into a more easily understood document.
- Implemented new budget software, to improve efficiency of the annual budget process. The software allows for online file collaboration between Finance and departments as well as reporting and data export functions.

## What We Expect to Accomplish

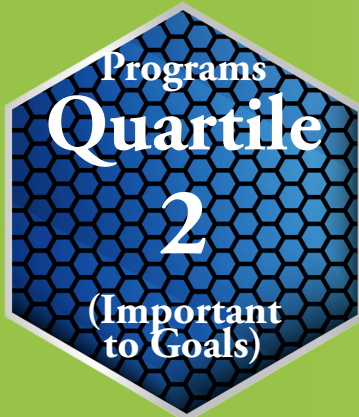
- Evaluate and implement new processes and technologies, such as electronic vendor payments and online bid submission, to increase efficiencies in the Finance Department.
- Make necessary preparations to implement new City Homestead Exemption approved by voters.
- Develop training program for City employees to provide education on Finance-related policies and procedures.
- Continue transition to paperless environment through the use of various technologies.



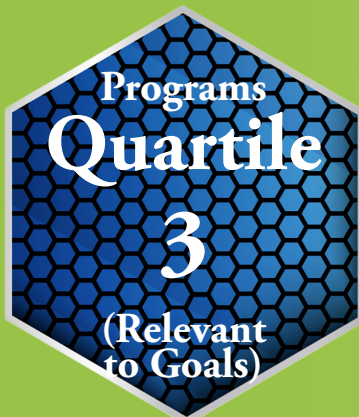
# Finance Department



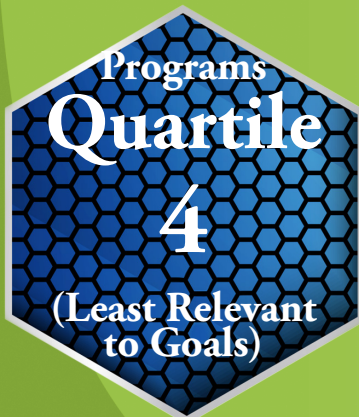
Accounts Payable • Annual Audit • Annual Operating/CIP Budget Development & Approval • Budget Analysis and Forecasting • Contract Administration • Financial Reporting • Fixed Asset Management • Grant Compliance • Internal Controls and Fiscal Policies • P-Card Administration • Receipting • Treasury •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



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



Finance Call Center



N/A



# Finance Department

<b>FY 2019 Approved Budget</b>	<b>\$3,109,017</b>
One Time Costs Removed (Budget Software):	(\$30,000)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:	\$130,104
Budgeted Vacancy Savings Adjustment:	(\$1,206)
Zero Base Professional, Technical and Contract Service Adjustment:	\$17,081
Defined Benefit Retirement Adjustment:	\$12,049
Defined Contribution Retirement Adjustment:	\$18,553
Fleet Lease Adjustment:	\$2,050
Group Benefits Adjustment:	\$36,990
Worker's Comp Contribution Adjustment:	\$223
Risk/Liability Adjustment:	\$1,892
Department Adjustments (Budget Software, Printing and Postage):	(\$81,000)
<b>FY 2020 Approved Base Budget</b>	<b>\$3,215,753</b>
<b>FY 2019 Approved Program Changes</b>	<b>\$0</b>
<b>FY 2020 Approved Operating Budget</b>	<b>\$3,215,753</b>
<b>FY 2019 Approved Capital</b>	<b>\$0</b>
<b>FY 2019 Total Approved Budget</b>	<b>\$3,215,753</b>



# Finance Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$1,480,717	\$1,625,800	\$1,687,841	\$1,747,440	\$0	\$1,747,440
<b>511101</b> Budgeted Salary Savings	\$0	(\$16,258)	(\$16,258)	(\$17,464)	\$0	(\$17,464)
<b>511105</b> Part Time Employees	\$8,641	\$20,000	\$20,000	\$20,000	\$0	\$20,000
<b>512200</b> Social Security (FICA)	\$93,430	\$102,070	\$105,916	\$109,100	\$0	\$109,100
<b>512300</b> Medicare	\$21,849	\$23,866	\$24,765	\$25,300	\$0	\$25,300
<b>512400</b> Defined Benefit Retirement	\$136,022	\$100,870	\$100,870	\$112,919	\$0	\$112,919
<b>512401</b> Deferred Compensation	\$8,361	\$8,900	\$8,900	\$8,900	\$0	\$8,900
<b>512402</b> Defined Contribution Retirement	\$126,436	\$146,847	\$151,741	\$165,400	\$0	\$165,400
<b>553100</b> Group Insurance Contribution	\$312,073	\$352,680	\$352,680	\$389,670	\$0	\$389,670
<b>554100</b> Workers Comp Contribution	\$1,010	\$616	\$616	\$839	\$0	\$839
<b>Salaries and Benefits Total</b>	<b>\$2,188,539</b>	<b>\$2,365,391</b>	<b>\$2,437,071</b>	<b>\$2,562,104</b>	<b>\$0</b>	<b>\$2,562,104</b>
<b>521201</b> Professional Services	\$153,378	\$148,419	\$177,263	\$145,000	\$0	\$145,000
<b>521300</b> Technical Services	\$4,841	\$1,500	\$1,500	\$22,000	\$0	\$22,000
<b>522205</b> Repairs And Maintenance	\$244	\$70,500	\$70,500	\$500	\$0	\$500
<b>522220</b> Vehicle Fleet Rate	\$0	\$0	\$0	\$2,050	\$0	\$2,050
<b>522310</b> Rental Of Land And Buildings	\$2,256	\$2,300	\$2,300	\$0	\$0	\$0
<b>522320</b> Rental Of Equipment And Vehicles	\$6,697	\$11,000	\$11,000	\$14,800	\$0	\$14,800
<b>523220</b> Postage	\$114,397	\$138,821	\$160,925	\$128,821	\$0	\$128,821
<b>523300</b> Advertising	\$6,040	\$5,700	\$6,460	\$5,700	\$0	\$5,700
<b>523400</b> Printing And Binding	\$31,442	\$73,450	\$114,127	\$35,200	\$0	\$35,200
<b>523500</b> Travel	\$11,425	\$13,700	\$13,700	\$17,700	\$0	\$17,700
<b>523600</b> Dues And Fees	\$10,072	\$14,500	\$14,500	\$13,250	\$0	\$13,250
<b>523700</b> Education And Training	\$10,390	\$14,000	\$14,000	\$16,000	\$0	\$16,000
<b>523901</b> Bank Fees / Charges	\$165,929	\$210,000	\$210,000	\$210,000	\$0	\$210,000
<b>531105</b> Supplies	\$23,832	\$25,926	\$26,000	\$25,926	\$0	\$25,926
<b>531150</b> Computer Supplies	\$2,689	\$0	\$1,326	\$0	\$0	\$0
<b>531310</b> Hospitality And Events	\$367	\$0	\$0	\$1,000	\$0	\$1,000
<b>531400</b> Books And Periodicals	\$2,159	\$3,300	\$3,300	\$3,300	\$0	\$3,300
<b>531610</b> Furniture/Fixtures-Operating	\$5,715	\$0	\$0	\$0	\$0	\$0
<b>531615</b> Computer Equipment-Operating	\$4,212	\$0	\$0	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$556,085</b>	<b>\$733,116</b>	<b>\$826,901</b>	<b>\$641,247</b>	<b>\$0</b>	<b>\$641,247</b>
<b>552400</b> Risk/Liability Contribution	\$11,166	\$10,510	\$10,510	\$12,402	\$0	\$12,402
<b>Transfers, Capital, Other Total</b>	<b>\$11,166</b>	<b>\$10,510</b>	<b>\$10,510</b>	<b>\$12,402</b>	<b>\$0</b>	<b>\$12,402</b>
<b>Grand Total</b>	<b>\$2,755,790</b>	<b>\$3,109,017</b>	<b>\$3,274,482</b>	<b>\$3,215,753</b>	<b>\$0</b>	<b>\$3,215,753</b>





# Finance Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$261,124	\$272,664	\$285,503	\$272,664	\$0	\$294,797
Operating	\$9,389	\$77,500	\$78,260	\$47,500	\$0	\$7,500
<b>10015130 - Strategic Planning &amp; Budget Total</b>	<b>\$270,513</b>	<b>\$350,164</b>	<b>\$363,763</b>	<b>\$320,164</b>	<b>\$0</b>	<b>\$302,297</b>
Salaries and Benefits	\$360,824	\$401,631	\$411,094	\$401,631	\$0	\$425,806
Operating	\$248,639	\$291,895	\$313,320	\$291,895	\$0	\$311,976
Transfers, Capital, Other	\$11,166	\$10,510	\$10,510	\$10,510	\$0	\$12,402
<b>10016100 - Finance Administration Total</b>	<b>\$620,629</b>	<b>\$704,036</b>	<b>\$734,924</b>	<b>\$704,036</b>	<b>\$0</b>	<b>\$750,184</b>
Salaries and Benefits	\$488,085	\$594,685	\$606,513	\$594,685	\$0	\$691,056
Operating	\$107,961	\$108,200	\$116,232	\$108,200	\$0	\$110,250
<b>10016121 - Accounting Total</b>	<b>\$596,046</b>	<b>\$702,885</b>	<b>\$722,745</b>	<b>\$702,885</b>	<b>\$0</b>	<b>\$801,306</b>
Salaries and Benefits	\$499,518	\$526,484	\$544,931	\$526,484	\$0	\$552,413
Operating	\$134,330	\$199,550	\$262,306	\$199,550	\$0	\$151,550
<b>10016122 - Accounts Receivable Total</b>	<b>\$633,848</b>	<b>\$726,034</b>	<b>\$807,237</b>	<b>\$726,034</b>	<b>\$0</b>	<b>\$703,963</b>
Salaries and Benefits	\$181,897	\$192,730	\$199,777	\$192,730	\$0	\$201,600
Operating	\$5,503	\$6,000	\$6,000	\$6,000	\$0	\$6,000
<b>10016123 - Cash Disbursements Total</b>	<b>\$187,400</b>	<b>\$198,730</b>	<b>\$205,777</b>	<b>\$198,730</b>	<b>\$0</b>	<b>\$207,600</b>
Salaries and Benefits	\$132,876	\$122,012	\$125,718	\$122,012	\$0	\$126,478
Operating	\$29,199	\$26,250	\$27,062	\$26,250	\$0	\$29,250
<b>10016152 - Cash Receipting Total</b>	<b>\$162,075</b>	<b>\$148,262</b>	<b>\$152,780</b>	<b>\$148,262</b>	<b>\$0</b>	<b>\$155,728</b>
Salaries and Benefits	\$264,215	\$255,185	\$263,535	\$255,185	\$0	\$269,954
Operating	\$21,064	\$23,721	\$23,721	\$23,721	\$0	\$24,721
<b>10016170 - Purchasing Total</b>	<b>\$285,279</b>	<b>\$278,906</b>	<b>\$287,256</b>	<b>\$278,906</b>	<b>\$0</b>	<b>\$294,675</b>
<b>Grand Total</b>	<b>\$2,755,790</b>	<b>\$3,109,017</b>	<b>\$3,274,482</b>	<b>\$3,079,017</b>	<b>\$0</b>	<b>\$3,215,753</b>





# Fire Department

The Roswell Fire Department is made up of 196 part time fire-fighters that staff seven stations 24/7/365. The Department operates seven fire engines, two aerial trucks, and three rescue units daily with a maximum of 34 on duty fire-fighters, when staffing allows.

The Roswell Fire Department has experienced a 3.2% increase in requests for emergency services over the past year. Total calls for service were 9,343. Fire Station #1 was the busiest station running 2,655 calls, Station #4 was the second busiest with around 2,000 calls, and Station #2 came in third with around 1,000 calls.

The Fire Department responds to many types of emergency requests for service. Emergency Medical Service (EMS) calls made up 59% of the requests for services. There was a significant drop in building fires in FY18. Of the 152 fires, 67 were building fires while last year there were 85 building fires (down 21%). The other 85 fires were

vehicle fires, grass fires, dumpster fires, and other types of fires. Good Intent calls and Service calls make up 28% of the Department's requests for services. Good intent calls include fog or steam mistaken for smoke, smoke from chimneys mistaken for buildings on fire and other such instances. Service calls include responses to turning off water when a pipe breaks, smoke removal, trees down, invalid assist, and various other assistance calls. False Alarms made up 8% of the responses (755 calls).

The average response time for the Department is 06:34 (6 minutes, 34 seconds). This is a 4.2% increase from the previous year 06:19 (6 minutes, 19 seconds). For the sixth year in a row Station #5 has the fastest average response time of 05:44 (5 minutes, 44 seconds). For the last fifteen years Station #6 has had the highest response time with 07:48 (7 minutes, 48 seconds). The busiest day for the fire department is Friday and the busiest hour is 6PM.



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



City of Roswell



# Fire Department

**Fire Department Total**  
\$ 11,793,611

**General Fund**  
\$ 11,178,709

**Capital Projects Fund**  
\$ 614,902



## Opportunities

The Fire Department continues to work with the Mayor and Council to construct a new fire station on Mountain Park Road. The Department staff is exploring many different combinations of building materials and designs to ensure cost efficiency. It is forecast that the increase in call volume in that area over the next ten years is 189.3% (782 calls to 1480 calls).

The Fire Department is currently configuring a new Records Management System (RMS) to replace Firehouse software. RMS is a web based program that allows seamless reporting to state and federal databases. A new crew scheduling software will also be implemented that will eliminate the need for paper and pencil scheduling and automates the payroll.

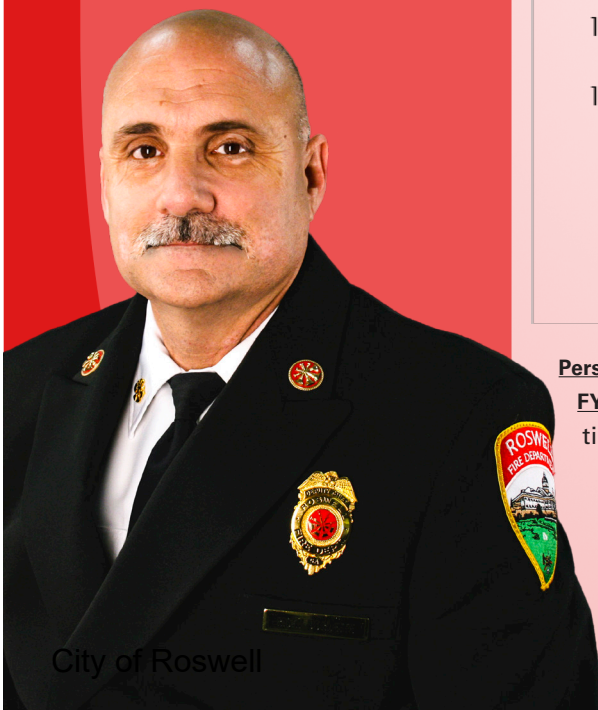
## Challenges

The Roswell Fire Department has experienced several burglaries at fire stations over the past year with personal items and firearms being stolen. The Department is requesting funding to enhance the security at fire stations and hopefully prevent future burglaries.

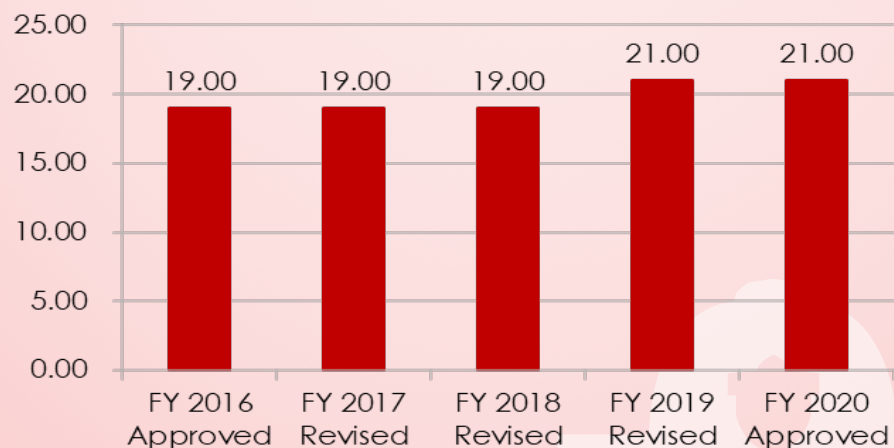
The Fire Department has struggled with keeping the computers in the fire trucks connected to the 911 dispatchers. The Fire Department will be following the Police Department's lead by installing the equipment they use to stay connected.

The Fire Department has a space crisis in the stations. The Department is hoping to purchase more lockers for firefighters to store their gear but alternative methods will be required in the smaller stations.

**Ricky Burnette**  
Fire Chief



## Fire Personnel History



### Personnel Changes

**FY 2019:** Add (2) full-time positions: (1) Battalion Chief for training and special operations and (1) Assistant Fire Marshal

# Fire Department

## What We Have Accomplished:

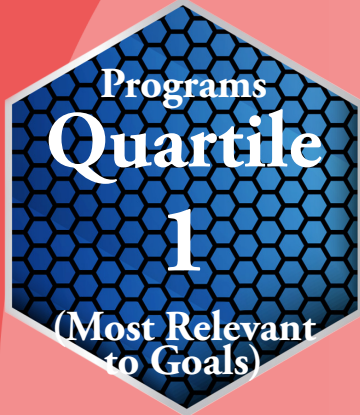
- The Fire Department has taken steps to prevent firefighter's exposure to carcinogens by enacting a cancer prevention policy. In the normal process of fighting fires, products of combustion known to be carcinogens contaminate the firefighter's outer protective clothing. This policy provides a means for firefighters to wash the clothing on the scene prior to removing it, bag the clothing before putting in the fire truck, and drying it once back at the station. The Department is purchasing several additional commercial washing machines needed to thoroughly clean the clothing between shifts, and vehicle exhaust systems have been installed in all the fire stations.
- The construction of the Heavy Rescue Truck (Heavy) has started. The chassis and cab of the vehicle arrived in Ft. Collins, Colorado for the body to be installed. The Heavy is expected to be in service as early as May 2019. The new river boat was delivered in the Fall and training operators has begun. The boat has been in full service since this coming Spring.
- The Department has re-established a relationship with local schools to provide fire safety education to children. The hiring of an additional Assistant Fire Marshal frees up time for other Assistant Fire Marshals to teach the fire safety classes. Children attending the Fire Safety Education classes get their parents involved when they have to check their smoke detectors and develop fire escape plans as part of their homework assignments.
- The Fire Department hired a new battalion Chief to oversee special operations and training. The new BC started in January and has been busy developing new training programs.

## What We Expect to Accomplish:

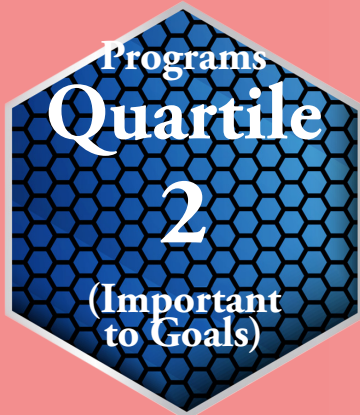
- The Fire Marshal's Office (FMO) expects to be paperless within the next year. The FMO expects to purchase an additional electronics plan review table that allows the Deputy Fire Marshal and the Assistant Fire Marshals to review plans electronically. This will eliminate the need for bulky rolled construction plans. The Assistant Fire Marshals will utilize an iPad in the field to conduct fire inspections and construction inspections, then email the reports to the building owners instead of issuing a hand written report. The new RMS, the iPads, and the plans review table will make this happen.



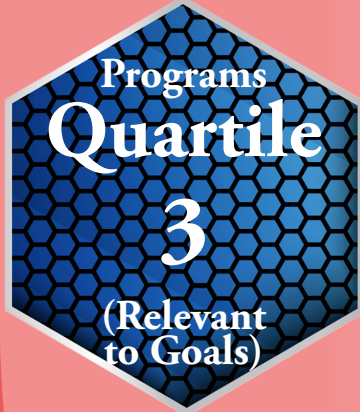
# Fire Department



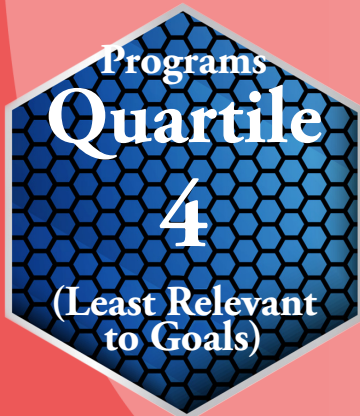
Emergency Management Operations & Preparation • Emergency Medical Services (Emergency Response) • Emergency Medical Training Curriculum • Event Support • Fire & Life Safety Inspections • Fire Suppression Operations • Fire Training Curriculum • Hazardous Materials Response • Logistics Management • Master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



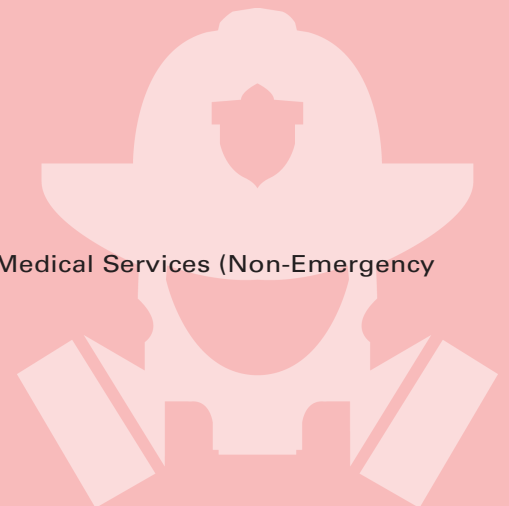
CIP/Project Management (including bid/contract mgmt.) • Fire and Life Safety Community Education • Fire Department Training Division • Fire Hydrant Maintenance • Fire Investigations • Intergovernmental Agreements/Coordination



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

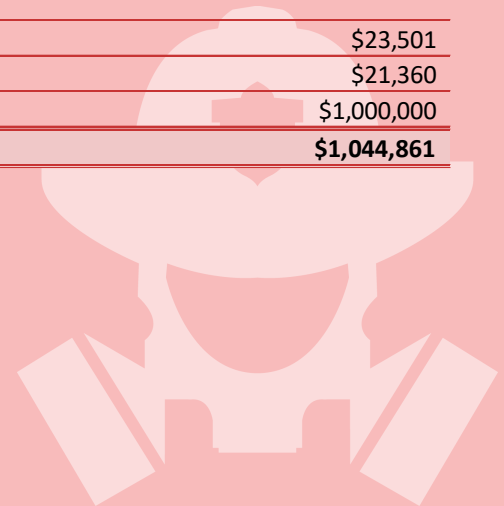


Child Seat Inspection Program • Emergency Medical Services (Non-Emergency Response)



# Fire Department

<b>FY 2019 Approved Budget</b>			<b>\$10,100,911</b>	
Mid Year Budget Adjustment (Lawncare and Furniture):			\$10,655	
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			\$222,574	
Budgeted Vacancy Savings Adjustment:			(\$2,418)	
Zero Base Professional, Technical and Contract Service Adjustment:			\$2,185	
Defined Benefit Retirement Adjustment:			\$34,580	
Defined Contribution Retirement Adjustment:			\$7,833	
Utilities Adjustment:			\$3,345	
Fleet Lease Adjustment:			\$64,745	
Gasoline / Oil / Bottled Gas Adjustment:			(\$5,236)	
Group Benefits Adjustment:			\$14,463	
Worker's Comp Contribution Adjustment:			\$54,478	
Risk/Liability Adjustment:			\$34,372	
Vehicle Lease Adjustment:			\$143,942	
Interfund Transfer Adjustment (Firefighter Cancer Insurance):			\$25,000	
Department Adjustments (Repairs and Maintenance):			(\$2,185)	
<b>FY 2020 Approved Base Budget</b>			<b>\$10,709,244</b>	
10035200	Various	Add Funding for Staffing Heavy Rescue Truck	\$466,465	
10035400	531610	Increase Funding for RAPSTC Furniture	\$3,000	
<b>FY 2020 Approved Program Changes</b>			<b>\$469,465</b>	
<b>FY 2020 Approved Operating Budget</b>			<b>\$11,178,709</b>	
35035101	542100	50009	Personal Protective Equipment Replacement Program	\$118,821
35035200	542100	50012	Extrication Equipment Replacement Program	\$91,279
<b>Maintenance Capital Total</b>			<b>\$210,100</b>	
35035200	541300	50025	Fire Station #5 Remodel	\$97,545
35035200	542100	50022	Fire Gear Lockers	\$40,899
35035200	541300	50021	Fire Station Video/Card Access System	\$212,358
35035200	542100	50024	Turnout Gear Extractor Washing Machines	\$18,000
35035200	542100	50023	Thermal Imaging Camera Replacement	\$36,000
<b>One Time Capital Total</b>			<b>\$404,802</b>	
<b>FY 2020 Approved Capital</b>			<b>\$614,902</b>	
<b>FY 2020 Total Approved Budget</b>			<b>\$11,793,611</b>	
<b>FY 2020 Approved Budget - General Fund Unfunded</b>				
Fire Safety Education Safety Town Village			\$23,501	
Fire Safety Education Fire Extinguisher Simulator			\$21,360	
Station #2 Replacement (Land Acquisition)			\$1,000,000	
<b>Unfunded Requests</b>			<b>\$1,044,861</b>	



# Fire Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$1,256,601	\$1,316,642	\$1,357,868	\$1,490,660	\$0	\$1,490,660
<b>511101</b> Budgeted Salary Savings	\$0	(\$12,489)	(\$12,489)	(\$14,907)	\$0	(\$14,907)
<b>511105</b> Part Time Employees	\$59,876	\$102,277	\$102,277	\$102,277	\$0	\$102,277
<b>511115</b> Firefighter's Fees	\$4,864,894	\$5,286,523	\$5,479,640	\$5,286,523	\$255,764	\$5,542,287
<b>511300</b> Overtime	\$14,963	\$50,000	\$50,000	\$50,000	\$0	\$50,000
<b>512200</b> Social Security (FICA)	\$393,556	\$389,720	\$404,248	\$429,400	\$37,848	\$467,248
<b>512300</b> Medicare	\$92,042	\$91,324	\$94,722	\$100,200	\$8,853	\$109,053
<b>512400</b> Defined Benefit Retirement	\$189,697	\$177,440	\$177,440	\$212,020	\$0	\$212,020
<b>512401</b> Deferred Compensation	\$8,175	\$9,500	\$9,500	\$9,500	\$0	\$9,500
<b>512402</b> Defined Contribution Retirement	\$49,523	\$69,493	\$71,228	\$77,326	\$0	\$77,326
<b>553100</b> Group Insurance Contribution	\$273,091	\$323,251	\$323,251	\$337,714	\$0	\$337,714
<b>554100</b> Workers Comp Contribution	\$177,580	\$150,916	\$150,916	\$205,394	\$0	\$205,394
<b>Salaries and Benefits Total</b>	<b>\$7,379,998</b>	<b>\$7,954,597</b>	<b>\$8,208,601</b>	<b>\$8,286,107</b>	<b>\$302,465</b>	<b>\$8,588,572</b>
<b>521201</b> Professional Services	\$14,475	\$13,250	\$14,450	\$18,050	\$0	\$18,050
<b>521300</b> Technical Services	\$9,006	\$27,604	\$29,785	\$31,961	\$0	\$31,961
<b>521400</b> Contract Services	\$31,134	\$91,260	\$91,380	\$84,288	\$0	\$84,288
<b>522130</b> Custodial	\$5,683	\$10,500	\$10,500	\$10,500	\$0	\$10,500
<b>522140</b> Maintenance - Grounds	\$36,595	\$28,488	\$58,130	\$54,393	\$0	\$54,393
<b>522205</b> Repairs And Maintenance	\$231,199	\$152,043	\$842,765	\$149,858	\$0	\$149,858
<b>522210</b> Vehicle Repair	\$767	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$208,195	\$324,178	\$226,198	\$388,923	\$0	\$388,923
<b>522320</b> Rental Of Equipment And Vehicles	\$10,527	\$15,308	\$15,308	\$15,308	\$0	\$15,308
<b>523100</b> Property And Liability Insurance	\$8,949	\$9,947	\$9,947	\$9,947	\$0	\$9,947
<b>523210</b> Communication Services	\$13,687	\$44,078	\$44,078	\$44,078	\$0	\$44,078
<b>523220</b> Postage	\$666	\$2,250	\$2,250	\$2,250	\$0	\$2,250
<b>523300</b> Advertising	\$0	\$900	\$900	\$900	\$0	\$900
<b>523400</b> Printing And Binding	\$659	\$3,500	\$3,500	\$3,500	\$0	\$3,500
<b>523500</b> Travel	\$4,639	\$29,029	\$29,029	\$29,029	\$0	\$29,029
<b>523600</b> Dues And Fees	\$4,739	\$5,850	\$5,850	\$5,850	\$0	\$5,850
<b>523700</b> Education And Training	\$3,249	\$15,135	\$15,135	\$15,135	\$0	\$15,135
<b>523800</b> Licenses	\$78	\$2,425	\$2,425	\$2,425	\$0	\$2,425
<b>523852</b> Instruction Fees	\$16,850	\$17,825	\$17,825	\$17,825	\$0	\$17,825
<b>523902</b> Sanitation Services	\$1,268	\$1,600	\$1,600	\$1,600	\$0	\$1,600
<b>531105</b> Supplies	\$206,131	\$176,168	\$176,621	\$176,168	\$2,000	\$178,168
<b>531210</b> Water / Sewerage	\$15,460	\$14,000	\$14,000	\$13,000	\$0	\$13,000
<b>531215</b> Stormwater Fees	\$1,809	\$1,900	\$1,900	\$1,045	\$0	\$1,045
<b>531220</b> Natural Gas	\$26,976	\$26,800	\$26,800	\$29,000	\$0	\$29,000
<b>531230</b> Electricity	\$93,562	\$94,000	\$94,000	\$97,000	\$0	\$97,000
<b>531240</b> Bottled Gas	\$6,034	\$11,206	\$11,206	\$8,250	\$0	\$8,250
<b>531250</b> Oil	\$1,172	\$3,025	\$3,025	\$1,775	\$0	\$1,775
<b>531270</b> Gasoline/ Diesel	\$86,298	\$90,520	\$90,520	\$88,490	\$0	\$88,490
<b>531310</b> Hospitality And Events	\$1,897	\$0	\$0	\$1,000	\$0	\$1,000
<b>531400</b> Books And Periodicals	\$4,743	\$7,511	\$7,511	\$7,511	\$0	\$7,511
<b>531605</b> Machinery And Equipment-Operating	\$212,192	\$139,534	\$142,506	\$139,534	\$126,000	\$265,534
<b>531610</b> Furniture/Fixtures-Operating	\$29,431	\$22,206	\$22,206	\$19,756	\$3,000	\$22,756
<b>531615</b> Computer Equipment-Operating	\$17,314	\$17,857	\$17,857	\$9,857	\$0	\$9,857
<b>531620</b> Communication Equipment-Operating	\$6,840	\$7,397	\$7,397	\$7,397	\$0	\$7,397
<b>531720</b> Uniforms	\$45,153	\$70,995	\$95,509	\$66,195	\$36,000	\$102,195
<b>Operating Total</b>	<b>\$1,357,377</b>	<b>\$1,478,289</b>	<b>\$2,132,113</b>	<b>\$1,551,798</b>	<b>\$167,000</b>	<b>\$1,718,798</b>



# Fire Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>552400</b> Risk/Liability Contribution	\$87,180	\$197,204	\$197,204	\$231,576	\$0	\$231,576
<b>581100</b> Principal- Long Term Debt	\$282,882	\$392,849	\$392,849	\$509,328	\$0	\$509,328
<b>582100</b> Interest - Long Term Debt	\$45,532	\$77,972	\$77,972	\$105,435	\$0	\$105,435
<b>611360</b> Transfer Out - Group Insurance	\$0	\$0	\$0	\$25,000	\$0	\$25,000
<b>611361</b> Transfer for Fleet Capital	\$124,994	\$0	\$97,980	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$540,588</b>	<b>\$668,025</b>	<b>\$766,005</b>	<b>\$871,339</b>	<b>\$0</b>	<b>\$871,339</b>
<b>Grand Total</b>	<b>\$9,277,963</b>	<b>\$10,100,911</b>	<b>\$11,106,719</b>	<b>\$10,709,244</b>	<b>\$469,465</b>	<b>\$11,178,709</b>



# Fire Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$389,117	\$348,301	\$352,028	\$348,301	\$0	\$435,482
Operating	\$25,548	\$50,959	\$48,852	\$50,959	\$0	\$53,092
Transfers, Capital, Other	\$418,421	\$623,609	\$625,825	\$623,609	\$0	\$794,123
<b>10035101 - Fire Administration Total</b>	<b>\$833,086</b>	<b>\$1,022,869</b>	<b>\$1,026,705</b>	<b>\$1,022,869</b>	<b>\$0</b>	<b>\$1,282,697</b>
Salaries and Benefits	\$759,382	\$778,629	\$790,795	\$778,629	\$0	\$908,363
Operating	\$77,048	\$144,762	\$114,369	\$135,262	\$0	\$107,832
Transfers, Capital, Other	\$41,204	\$0	\$32,299	\$0	\$0	\$0
<b>10035102 - Fire Marshal Total</b>	<b>\$877,634</b>	<b>\$923,391</b>	<b>\$937,463</b>	<b>\$913,891</b>	<b>\$0</b>	<b>\$1,016,195</b>
Salaries and Benefits	\$6,148,644	\$6,741,143	\$6,977,113	\$6,741,143	\$302,465	\$7,155,971
Operating	\$981,090	\$1,042,707	\$1,031,614	\$1,054,557	\$164,000	\$1,312,053
Transfers, Capital, Other	\$80,963	\$0	\$63,465	\$0	\$0	\$25,000
<b>10035200 - Fire Suppression Total</b>	<b>\$7,210,697</b>	<b>\$7,783,850</b>	<b>\$8,072,192</b>	<b>\$7,795,700</b>	<b>\$466,465</b>	<b>\$8,493,024</b>
Salaries and Benefits	\$82,855	\$86,524	\$88,665	\$86,524	\$0	\$88,756
Operating	\$234,161	\$178,077	\$871,674	\$186,382	\$3,000	\$184,037
Transfers, Capital, Other	\$0	\$44,416	\$44,416	\$44,416	\$0	\$52,216
<b>10035400 - RAPSTC Total</b>	<b>\$317,016</b>	<b>\$309,017</b>	<b>\$1,004,755</b>	<b>\$317,322</b>	<b>\$3,000</b>	<b>\$325,009</b>
Operating	\$39,530	\$61,784	\$65,604	\$61,784	\$0	\$61,784
<b>10039200 - Emergency Management Office Total</b>	<b>\$39,530</b>	<b>\$61,784</b>	<b>\$65,604</b>	<b>\$61,784</b>	<b>\$0</b>	<b>\$61,784</b>
<b>Grand Total</b>	<b>\$9,277,963</b>	<b>\$10,100,911</b>	<b>\$11,106,719</b>	<b>\$10,111,566</b>	<b>\$469,465</b>	<b>\$11,178,709</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 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  
\$ 23,032,427



General Fund  
\$ 20,018,863



E-911 Fund  
\$ 2,770,830



Confiscated Assets Fund  
\$ 232,734



Capital Projects Fund  
\$ 10,000

## Opportunities

The Police Department's greatest asset is our human capital. Recruiting, developing and maintaining employees in the Uniform Patrol Division has been identified as a key opportunity. To that end we will continue to plan to provide quality recruiting, and job training opportunities.

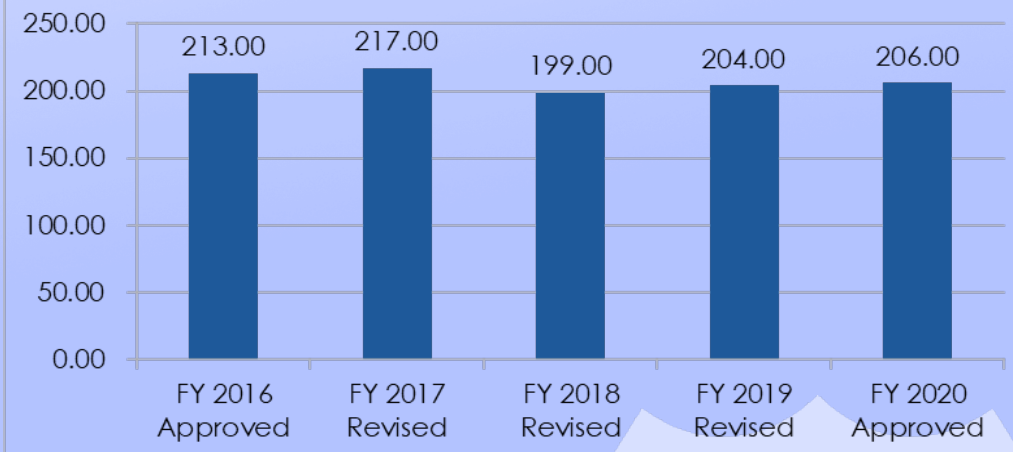
## Challenges

Our Fiscal Year 2020 goal is to continue to maintain a consistent low crime and victimization rate while providing the highest level of service to our citizens. Provide the highest overall workforce satisfaction, and: Continue to build and maintain community trust and collaboration.

**Helen Dunkin**  
Interim Police Chief



## Police Personnel History



### Personnel Changes

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

**FY 2017:** Add (4) Communications Supervisor Positions for E-911 and reclassify (1) Communications Officer to Training Officer

**FY 2018:** Reduced staff by (18) positions with the decommissioning of the Detention Center

**FY 2019:** Add (2) Support Services Sergeant positions; add (1) Traffic Enforcement Lieutenant; add (1) OPS Lieutenant; add (1) Deputy Director for the E911 Center. During FY 2019, (9) Police Officer I were unfunded.

**FY 2020:** Add (2) Communications Supervisor Positions for E-911

# Police Department

## What We Have Accomplished

- Purchased new equipment and software to improve our delivery of services through investigations.
- Enhanced our recruiting by engaging in more frequent applicant testing and expanding our outreach to new recruiting areas.
- Finishing construction on the new CSI Lab and Special Investigations Section area.
- Continued our Command College program.

## What We Expect to Accomplish

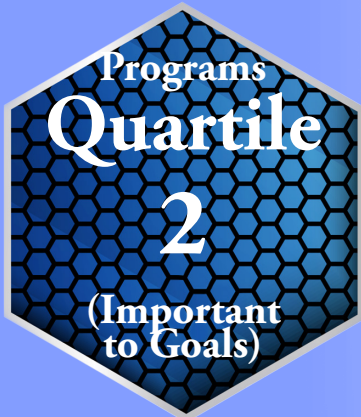
- Continue to grow the CSI unit and capabilities to enhance investigative response to our citizens.
- Continue to grow our information gathering/sharing initiatives to enhance the safety of our citizens.
- Finish creating a secure work environment for the Special Investigations Section, and converting the section's current space into a major case operations center and conference room.
- Continue recruiting efforts to hire the most qualified candidates who want to become a Roswell Police Officer.



# Police Department



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



CALEA • Coordinate and Maintain Georgia Crime Information • Court Services • Hiring • Intergovernmental Agreements/Coordination • Non-City Initiated Special Event Support • Patrol Calls for Service - Emergency • Patrol Calls for Service - Non-Emergency • Traffic Enforcement



Inmate Housing - Offsite • Inmate Medical Services • Permits & Fingerprinting • Radio Services



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



# Police Department

<b>FY 2019 Approved Budget</b>		<b>\$18,709,076</b>		
One Time Costs Removed (Detention Center Medical):		<b>(\$102,281)</b>		
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		\$1,105,091		
Budgeted Vacancy Savings Adjustment:		<b>(\$409,660)</b>		
Defined Benefit Retirement Adjustment:		\$106,879		
Defined Contribution Retirement Adjustment:		\$57,022		
Fleet Lease Adjustment:		\$146,067		
Gasoline / Oil / Bottled Gas Adjustment:		\$8,710		
Group Benefits Adjustment:		\$219,097		
Worker's Comp Contribution Adjustment:		\$54,478		
Risk/Liability Adjustment:		\$58,220		
<b>FY 2020 Approved Base Budget</b>		<b>\$19,952,699</b>		
10032103	531105	Increase Funding for Ammunition	\$25,000	
10032102	511105	Add (1) Part-Time Evidence/Property Technician at 100% Funding	\$26,164	
10032102	531720	Increase Funding for Uniforms	\$15,000	
<b>FY 2020 Approved Program Changes</b>		<b>\$66,164</b>		
<b>FY 2020 Approved Operating Budget</b>		<b>\$20,018,863</b>		
35032500	542100	70012	Tactical Vest and Helmet Replacement Program	\$10,000
<b>Maintenance Capital Total</b>		<b>\$10,000</b>		
<b>FY 2020 Approved Capital</b>		<b>\$10,000</b>		
<b>FY 2020 Total Approved Budget</b>		<b>\$20,028,863</b>		
<b>FY 2020 Approved Budget - General Fund Unfunded</b>				
Add (2) Part-Time Administrative Specialist I at 100% Funding for Open Records Requests		\$45,454		
<b>Unfunded Request Total</b>		<b>\$45,454</b>		



# Police Department General Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$9,257,735	\$9,819,070	\$10,145,888	\$10,863,180	\$0	\$10,863,180
<b>511101</b> Budgeted Salary Savings	\$0	(\$241,543)	(\$241,543)	(\$651,203)	\$0	(\$651,203)
<b>511105</b> Part Time Employees	\$112,254	\$122,117	\$117	\$0	\$26,164	\$26,164
<b>511300</b> Overtime	\$111,340	\$131,980	\$131,980	\$131,980	\$0	\$131,980
<b>512200</b> Social Security (FICA)	\$599,018	\$631,126	\$651,389	\$680,800	\$0	\$680,800
<b>512300</b> Medicare	\$140,093	\$147,593	\$152,332	\$158,900	\$0	\$158,900
<b>512400</b> Defined Benefit Retirement	\$1,127,997	\$1,068,810	\$1,068,810	\$1,175,689	\$0	\$1,175,689
<b>512401</b> Deferred Compensation	\$49,820	\$55,100	\$55,100	\$55,100	\$0	\$55,100
<b>512402</b> Defined Contribution Retirement	\$491,593	\$625,478	\$641,846	\$682,500	\$0	\$682,500
<b>512800</b> Terminated Benefits	\$153	\$0	\$0	\$0	\$0	\$0
<b>553100</b> Group Insurance Contribution	\$1,989,409	\$2,079,956	\$2,079,956	\$2,299,053	\$0	\$2,299,053
<b>554100</b> Workers Comp Contribution	\$154,320	\$150,916	\$150,916	\$205,394	\$0	\$205,394
<b>Salaries and Benefits Total</b>	<b>\$14,033,732</b>	<b>\$14,590,603</b>	<b>\$14,836,791</b>	<b>\$15,601,393</b>	<b>\$26,164</b>	<b>\$15,627,557</b>
<b>521201</b> Professional Services	\$218,888	\$559,000	\$564,932	\$169,000	\$0	\$169,000
<b>521203</b> Animal Control	\$76,168	\$110,000	\$132,832	\$110,000	\$0	\$110,000
<b>521300</b> Technical Services	\$167,200	\$119,100	\$124,695	\$119,100	\$0	\$119,100
<b>522205</b> Repairs And Maintenance	\$75,399	\$136,500	\$136,500	\$73,900	\$0	\$73,900
<b>522210</b> Vehicle Repair	\$5,782	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$533,760	\$1,228,775	\$579,911	\$1,374,842	\$0	\$1,374,842
<b>522310</b> Rental Of Land And Buildings	\$11,200	\$11,200	\$22,400	\$11,200	\$0	\$11,200
<b>522320</b> Rental Of Equipment And Vehicles	\$18,223	\$25,255	\$25,255	\$25,255	\$0	\$25,255
<b>523210</b> Communication Services	\$556,901	\$630,133	\$630,133	\$630,133	\$0	\$630,133
<b>523220</b> Postage	\$4,251	\$5,000	\$5,000	\$5,000	\$0	\$5,000
<b>523300</b> Advertising	\$170	\$400	\$400	\$400	\$0	\$400
<b>523500</b> Travel	\$69,112	\$52,950	\$52,950	\$55,200	\$0	\$55,200
<b>523600</b> Dues And Fees	\$37,373	\$29,497	\$29,497	\$29,497	\$0	\$29,497
<b>523700</b> Education And Training	\$27,952	\$49,386	\$49,386	\$49,636	\$0	\$49,636
<b>531105</b> Supplies	\$157,126	\$180,240	\$180,240	\$177,740	\$25,000	\$202,740
<b>531250</b> Oil	\$4,886	\$13,975	\$13,975	\$6,725	\$0	\$6,725
<b>531270</b> Gasoline/ Diesel	\$388,580	\$397,240	\$397,240	\$412,200	\$0	\$412,200
<b>531310</b> Hospitality And Events	\$345	\$3,000	\$3,000	\$4,000	\$0	\$4,000
<b>531400</b> Books And Periodicals	\$2,399	\$5,550	\$5,550	\$5,550	\$0	\$5,550
<b>531605</b> Machinery And Equipment-Operating	\$101,356	\$58,649	\$101,134	\$58,649	\$0	\$58,649
<b>531610</b> Furniture/Fixtures-Operating	\$7,568	\$10,135	\$10,135	\$4,135	\$0	\$4,135
<b>531615</b> Computer Equipment-Operating	\$1,155	\$12,200	\$309,200	\$490,636	\$0	\$490,636
<b>531620</b> Communication Equipment-Operating	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
<b>531720</b> Uniforms	\$162,653	\$140,500	\$140,500	\$140,500	\$15,000	\$155,500
<b>Operating Total</b>	<b>\$2,628,447</b>	<b>\$3,781,685</b>	<b>\$3,517,865</b>	<b>\$3,956,298</b>	<b>\$40,000</b>	<b>\$3,996,298</b>
<b>552400</b> Risk/Liability Contribution	\$290,554	\$336,788	\$336,788	\$395,008	\$0	\$395,008
<b>611361</b> Transfer for Fleet Capital	\$827,753	\$0	\$648,864	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,118,307</b>	<b>\$336,788</b>	<b>\$985,652</b>	<b>\$395,008</b>	<b>\$0</b>	<b>\$395,008</b>
<b>Grand Total</b>	<b>\$17,780,486</b>	<b>\$18,709,076</b>	<b>\$19,340,308</b>	<b>\$19,952,699</b>	<b>\$66,164</b>	<b>\$20,018,863</b>





# Police Department Cost Centers

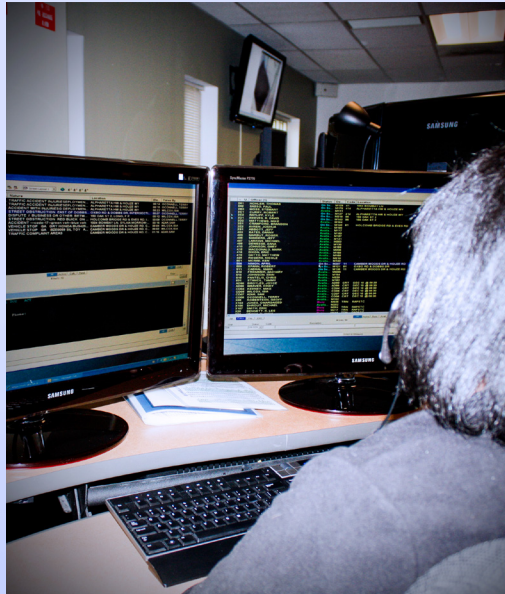
	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$602,614	\$280,839	\$289,175	\$280,839	\$0	\$2,081
Operating	\$650,882	\$730,270	\$716,961	\$1,216,906	\$0	\$1,274,733
Transfers, Capital, Other	\$308,390	\$336,788	\$350,769	\$336,788	\$0	\$395,008
<b>10032101 - Police Administrative Services Total</b>	<b>\$1,561,886</b>	<b>\$1,347,897</b>	<b>\$1,356,905</b>	<b>\$1,834,533</b>	<b>\$0</b>	<b>\$1,671,822</b>
Salaries and Benefits	\$1,661,205	\$1,861,829	\$1,907,809	\$1,861,829	\$26,164	\$2,474,424
Operating	\$349,999	\$489,053	\$475,168	\$480,853	\$15,000	\$475,167
Transfers, Capital, Other	\$41,552	\$0	\$32,572	\$0	\$0	\$0
<b>10032102 - Police Support Services Total</b>	<b>\$2,052,756</b>	<b>\$2,350,882</b>	<b>\$2,415,549</b>	<b>\$2,342,682</b>	<b>\$41,164</b>	<b>\$2,949,591</b>
Salaries and Benefits	\$881,578	\$957,132	\$984,636	\$957,132	\$0	\$1,017,338
Operating	\$123,691	\$142,090	\$168,290	\$139,090	\$25,000	\$163,850
<b>10032103 - Police Off of Prof Standards Total</b>	<b>\$1,005,269</b>	<b>\$1,099,222</b>	<b>\$1,152,926</b>	<b>\$1,096,222</b>	<b>\$25,000</b>	<b>\$1,181,188</b>
Salaries and Benefits	\$1,969,865	\$2,178,797	\$2,238,484	\$2,178,797	\$0	\$2,126,632
Operating	\$159,003	\$265,920	\$182,545	\$265,920	\$0	\$361,080
Transfers, Capital, Other	\$106,362	\$0	\$83,375	\$0	\$0	\$0
<b>10032200 - General Investigation Total</b>	<b>\$2,235,230</b>	<b>\$2,444,717</b>	<b>\$2,504,404</b>	<b>\$2,444,717</b>	<b>\$0</b>	<b>\$2,487,712</b>
Salaries and Benefits	\$6,473,927	\$6,427,995	\$6,584,079	\$6,427,995	\$0	\$7,452,484
Operating	\$800,121	\$1,164,616	\$1,142,931	\$1,105,616	\$0	\$1,337,591
Transfers, Capital, Other	\$460,742	\$0	\$361,170	\$0	\$0	\$0
<b>10032230 - Uniform Patrol Total</b>	<b>\$7,734,790</b>	<b>\$7,592,611</b>	<b>\$8,088,180</b>	<b>\$7,533,611</b>	<b>\$0</b>	<b>\$8,790,075</b>
Operating	\$300,547	\$500,000	\$500,000	\$110,000	\$0	\$110,000
<b>10032260 - Detention Center Total</b>	<b>\$300,547</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$110,000</b>
Salaries and Benefits	\$1,121,978	\$1,405,817	\$1,309,135	\$1,283,700	\$0	\$1,124,507
Operating	\$124,416	\$238,526	\$165,186	\$231,926	\$0	\$94,605
Transfers, Capital, Other	\$93,559	\$0	\$73,340	\$0	\$0	\$0
<b>10032300 - Traffic Enforcement Unit Total</b>	<b>\$1,339,953</b>	<b>\$1,644,343</b>	<b>\$1,547,661</b>	<b>\$1,515,626</b>	<b>\$0</b>	<b>\$1,219,112</b>
Salaries and Benefits	\$1,322,565	\$1,478,194	\$1,523,473	\$1,478,194	\$0	\$1,430,091
Operating	\$119,788	\$251,210	\$166,784	\$251,210	\$0	\$179,272
Transfers, Capital, Other	\$107,702	\$0	\$84,426	\$0	\$0	\$0
<b>10032500 - Special Investigation Total</b>	<b>\$1,550,055</b>	<b>\$1,729,404</b>	<b>\$1,774,683</b>	<b>\$1,729,404</b>	<b>\$0</b>	<b>\$1,609,363</b>
<b>Grand Total</b>	<b>\$17,780,486</b>	<b>\$18,709,076</b>	<b>\$19,340,308</b>	<b>\$18,606,795</b>	<b>\$66,164</b>	<b>\$20,018,863</b>





# 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 911 Communications Officers at the Roswell 911 Communications Center are the first of the public safety responders who interact with those who call for assistance. All 911 personnel are certified through POST, GCIC, and triple-certified through the International Academies of Emergency Dispatch for police, fire, and medical protocols.



**Our mission is to serve as the critical and vital link between the citizens of the City of Roswell and the public safety agencies that serve them.**



# E-911 Fund

## Opportunities

- Increase our call-processing compliance in order to become accredited by the International Academy of Emergency Dispatch.
- Increase our employee's knowledge and exposure to skills and abilities that directly result in the efficiency and effectiveness of our personnel to complete their job tasks to the highest level of expectation.
- Provide a high level of customer service to the public and maintain customer satisfaction at an extraordinary level.

## What We Have Accomplished

- Fielded 115,964 emergency and non-emergency calls, 91% of the calls received were answered in less than 10 seconds.
- Achieved the status of Accredited Center of Excellence for the Police Priority Dispatch System. We are the 17th ACE Center in the world, and only the 2nd in Georgia.
- Maintained a Quality Assurance program for all personnel to include case reviews, continuing dispatch education and performance reporting and achieved protocol compliance at an exceptional average of 96% on all three disciplines.
- Developed and implemented a 911 Peer Support and Training Program in order to optimize the mental health, morale and performance of dispatchers in the 911 Center.

## Challenges

- We are challenged to improve all areas of daily operations and performance by continuing to maintain a full Quality Assurance program.
- All current and on-boarding staff will be trained to meet national standards in 911 Center call processing.
- We will be working to develop a strategic plan for the implementation of Next Generation 9-1-1 (NG9-1-1) and First Net technology.

## What We Expect to Accomplish

- Develop and implement a full interoperable communications plan with the surrounding jurisdictions.
- Improve and maintain top Quality Assurance for police, fire and medical to achieve ACE Accreditation for EMD and EFD through the International Academy of Emergency Dispatch (IAED).
- Achieve APCO Project 33 Training Certification.
- Maintain CALEA accreditation.
- Maintain ACE Police status.
- Design plans for a new 911 Center.



# E-911 Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$332,976</b>
<b>FY 2020 Revenues</b>		<b>\$2,230,000</b>
<b>FY 2019 Approved Budget</b>		<b>\$2,796,867</b>
One Time Costs Removed (Equipment and Training):		(\$5,650)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		(\$50,769)
Budgeted Vacancy Savings Adjustment:		(\$781)
Zero base Professional, Technical and Contract Service Adjustment:		(\$9,124)
Defined Benefit Retirement Adjustment:		(\$8,018)
Defined Contribution Retirement Adjustment:		\$14,240
Utilities Adjustment:		(\$1,000)
Group Benefits Adjustment:		\$7,218
Worker's Comp Contribution Adjustment:		\$289
E911 Reserve Per State Law Adjustment:		(\$145,000)
Indirect Cost Adjustment:		\$26,422
<b>FY 2020 Approved Base Budget</b>		<b>\$2,624,694</b>
21538000 511100	Add Two (2) New Full-Time Communications Officers at 75% Funding	\$103,600
21538000 511100	Employee Salary Increase (Average of 3%)	\$42,536
<b>FY 2020 Approved Program Changes</b>		<b>\$146,136</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$2,770,830</b>
<b>Reprogramming of FY 2019 Budgeted Expenses</b>		<b>\$217,000</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$9,146</b>
<b>FY 2020 Approved Budget - E911 Fund Unfunded</b>		
Add Two (2) New Full-Time Communications Officers at 100% Funding		\$137,969
<b>Unfunded Requests</b>		<b>\$137,969</b>



# E-911 Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>342500</b> E911 Charges	\$0	\$2,030,000	\$2,030,000	\$2,230,000
<b>342501</b> E-911 Charges - Landlines	\$413,312	\$0	\$0	\$0
<b>342502</b> E-911 Charges - Wireless	\$1,346,981	\$0	\$0	\$0
<b>342503</b> E-911 Charges - VOIP	\$201,642	\$0	\$0	\$0
<b>Charges for Service Total</b>	<b>\$1,961,935</b>	<b>\$2,030,000</b>	<b>\$2,030,000</b>	<b>\$2,230,000</b>
<b>361000</b> Interest Revenues	\$9,630	\$17,375	\$17,375	\$0
<b>361010</b> Unrealized Invest Gains	(\$22,150)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$12,520)</b>	<b>\$17,375</b>	<b>\$17,375</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$1,949,415</b>	<b>\$2,047,375</b>	<b>\$2,047,375</b>	<b>\$2,230,000</b>



# E-911 Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$1,101,283	\$1,281,303	\$1,275,461	\$1,216,000	\$105,450	\$1,321,450
<b>511101</b> Budgeted Salary Savings	\$0	(\$11,919)	(\$11,919)	(\$12,700)	\$0	(\$12,700)
<b>511105</b> Part Time Employees	\$35,866	\$0	\$0	\$0	\$0	\$0
<b>511300</b> Overtime	\$130,935	\$58,512	\$58,512	\$69,815	\$0	\$69,815
<b>512200</b> Social Security (FICA)	\$79,214	\$79,644	\$82,123	\$82,300	\$6,257	\$88,557
<b>512300</b> Medicare	\$18,526	\$18,625	\$19,205	\$19,200	\$1,454	\$20,654
<b>512400</b> Defined Benefit Retirement	\$65,012	\$93,970	\$93,970	\$85,952	\$0	\$85,952
<b>512401</b> Deferred Compensation	\$3,265	\$3,500	\$3,500	\$3,500	\$0	\$3,500
<b>512402</b> Defined Contribution Retirement	\$73,035	\$94,960	\$97,743	\$109,200	\$11,012	\$120,212
<b>553100</b> Group Insurance Contribution	\$237,379	\$343,485	\$343,485	\$350,703	\$19,483	\$370,186
<b>554100</b> Workers Comp Contribution	\$840	\$801	\$801	\$1,090	\$0	\$1,090
<b>Salaries and Benefits Total</b>	<b>\$1,745,355</b>	<b>\$1,962,881</b>	<b>\$1,962,881</b>	<b>\$1,925,060</b>	<b>\$143,656</b>	<b>\$2,068,716</b>
<b>521201</b> Professional Services	\$875	\$0	\$0	\$0	\$0	\$0
<b>521204</b> E-911 Fund Reserve Expenses	\$14,628	\$145,000	\$145,000	\$0	\$0	\$0
<b>521300</b> Technical Services	\$0	\$10,000	\$10,000	\$10,000	\$0	\$10,000
<b>521400</b> Contract Services	\$49,032	\$52,780	\$52,780	\$43,656	\$0	\$43,656
<b>522205</b> Repairs And Maintenance	\$19,302	\$102,000	\$102,000	\$82,000	\$0	\$82,000
<b>522320</b> Rental Of Equipment And Vehicles	\$3,494	\$4,000	\$4,000	\$6,000	\$0	\$6,000
<b>523210</b> Communication Services	\$80,425	\$178,479	\$178,479	\$178,479	\$0	\$178,479
<b>523500</b> Travel	\$21,677	\$13,300	\$13,300	\$31,300	\$0	\$31,300
<b>523600</b> Dues And Fees	\$5,055	\$5,940	\$5,940	\$5,940	\$0	\$5,940
<b>523700</b> Education And Training	\$15,632	\$34,670	\$34,670	\$29,770	\$1,980	\$31,750
<b>531105</b> Supplies	\$5,954	\$8,230	\$8,230	\$8,230	\$0	\$8,230
<b>531230</b> Electricity	\$5,670	\$8,000	\$8,000	\$7,000	\$0	\$7,000
<b>531400</b> Books And Periodicals	\$0	\$540	\$540	\$540	\$0	\$540
<b>531605</b> Machinery And Equipment-Operating	\$11,760	\$10,300	\$10,300	\$10,300	\$0	\$10,300
<b>531610</b> Furniture/Fixtures-Operating	\$2,392	\$5,000	\$5,000	\$5,000	\$0	\$5,000
<b>531615</b> Computer Equipment-Operating	\$8,921	\$3,250	\$3,250	\$2,500	\$0	\$2,500
<b>531620</b> Communication Equipment-Operating	\$0	\$2,500	\$2,500	\$2,500	\$0	\$2,500
<b>531720</b> Uniforms	\$4,917	\$5,300	\$5,300	\$5,300	\$500	\$5,800
<b>Operating Total</b>	<b>\$249,734</b>	<b>\$589,289</b>	<b>\$589,289</b>	<b>\$428,515</b>	<b>\$2,480</b>	<b>\$430,995</b>
<b>541200</b> Site Improvements	\$26,765	\$0	\$117,399	\$0	\$0	\$0
<b>542100</b> Machinery	\$304,490	\$0	\$51,024	\$0	\$0	\$0
<b>542400</b> Computer Equipment	\$494	\$0	\$0	\$0	\$0	\$0
<b>551110</b> Indirect Costs	\$224,319	\$244,697	\$244,697	\$271,119	\$0	\$271,119
<b>Transfers, Capital, Other Total</b>	<b>\$556,068</b>	<b>\$244,697</b>	<b>\$413,120</b>	<b>\$271,119</b>	<b>\$0</b>	<b>\$271,119</b>
<b>Grand Total</b>	<b>\$2,551,157</b>	<b>\$2,796,867</b>	<b>\$2,965,290</b>	<b>\$2,624,694</b>	<b>\$146,136</b>	<b>\$2,770,830</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 fund enhances the Special Investigations Section general fund cost center, as well as other special projects within the Police General Fund. 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 prosecute those persons that violate the laws in regards to illegal narcotics production, manufacturing, distribution, transportation, sale and chronic use of illegal drugs.



# Confiscated Assets Fund

<b>FY 2020 Estimated Available Fund Balance</b>		<b>\$450,869</b>
<b>FY 2020 Revenues</b>		<b>\$30,000</b>
<b>FY 2019 Approved Budget</b>		<b>\$446,858</b>
One Time Costs Removed (911 Director Command College):		(\$10,230)
One Time Capital Removed:		(\$224,800)
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:		(\$89)
Bank Fees/Charges Adjustment:		(\$200)
Indirect Cost Adjustment:		\$16,195
<b>FY 2020 Approved Base Budget</b>		<b>\$227,734</b>
21032501 523700	Add Funding for Pickens County Range Usage	\$5,000
<b>FY 2020 Approved Program Changes</b>		<b>\$5,000</b>
<b>FY 2020 Approved Operating Budget</b>		<b>\$232,734</b>
<b>FY 2020 Total Approved Budget</b>		<b>\$232,734</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>		<b>\$248,135</b>



# Confiscated Assets Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
342101 Special Police Ser- Ot	\$34,378	\$25,000	\$25,000	\$30,000
<b>Charges for Service Total</b>	<b>\$34,378</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$30,000</b>
351300 Confiscation	\$30,954	\$0	\$0	\$0
351310 D.E.A. Funds	\$355,333	\$125,000	\$125,000	\$0
<b>Fines &amp; Forfeitures Total</b>	<b>\$386,287</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$0</b>
392100 Sale Of Assets	\$2,150	\$0	\$0	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$2,150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$422,815</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$30,000</b>

# Confiscated Assets Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
511300 Overtime	\$47,506	\$60,000	\$60,000	\$60,000	\$0	\$60,000
512200 Social Security (FICA)	\$2,759	\$3,720	\$3,720	\$3,700	\$0	\$3,700
512300 Medicare	\$645	\$870	\$870	\$800	\$0	\$800
553100 Group Insurance Contribution	\$1,323	\$0	\$0	\$0	\$0	\$0
<b>Salaries and Benefits Total</b>	<b>\$52,233</b>	<b>\$64,590</b>	<b>\$64,590</b>	<b>\$64,500</b>	<b>\$0</b>	<b>\$64,500</b>
521201 Professional Services	\$13,000	\$0	\$9,300	\$0	\$0	\$0
522205 Repairs And Maintenance	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
522320 Rental Of Equipment And Vehicles	\$89,995	\$0	\$0	\$0	\$0	\$0
523500 Travel	\$20,887	\$19,400	\$19,400	\$19,400	\$0	\$19,400
523600 Dues And Fees	\$18,041	\$2,330	\$2,330	\$2,330	\$0	\$2,330
523700 Education And Training	\$28,814	\$59,130	\$59,130	\$48,900	\$5,000	\$53,900
523901 Bank Fees / Charges	\$0	\$200	\$200	\$0	\$0	\$0
531105 Supplies	\$11,396	\$29,232	\$29,232	\$29,232	\$0	\$29,232
531605 Machinery And Equipment-Operating	\$152,931	\$12,100	\$12,100	\$12,100	\$0	\$12,100
531610 Furniture/Fixtures-Operating	\$0	\$5,000	\$5,000	\$5,000	\$0	\$5,000
531615 Computer Equipment-Operating	\$2,767	\$6,200	\$6,200	\$6,200	\$0	\$6,200
<b>Operating Total</b>	<b>\$337,831</b>	<b>\$136,592</b>	<b>\$145,892</b>	<b>\$126,162</b>	<b>\$5,000</b>	<b>\$131,162</b>
542100 Machinery	\$0	\$24,800	\$24,800	\$0	\$0	\$0
542200 Vehicles	\$30,809	\$200,000	\$414,799	\$0	\$0	\$0
542400 Computer Equipment	\$43,402	\$0	\$15,945	\$0	\$0	\$0
551110 Indirect Costs	\$22,892	\$20,876	\$20,876	\$37,072	\$0	\$37,072
<b>Transfers, Capital, Other Total</b>	<b>\$97,103</b>	<b>\$245,676</b>	<b>\$476,420</b>	<b>\$37,072</b>	<b>\$0</b>	<b>\$37,072</b>
<b>Grand Total</b>	<b>\$487,167</b>	<b>\$446,858</b>	<b>\$686,902</b>	<b>\$227,734</b>	<b>\$5,000</b>	<b>\$232,734</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, offering diverse opportunities to engage in recreational, historical, and cultural programs or activities, and providing meaningful place-making destinations that increase the enjoyment and better the lives of citizens within our community.



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



Recreation, Parks, Historic & Cultural Affairs  
Department Total

\$ 20,259,565



General Fund

\$ 12,759,277



Participant Recreation

\$ 5,815,178



Leita Thompson Fund

\$ 109,260



Capital Projects Funds

\$ 1,575,800



Scholarship Fund

\$ 50

**Jeff Leatherman**

Director of  
Recreation, Parks,  
Historic & Cultural Affairs  
Department



# Recreation, Parks, Historic & Cultural Affairs Department

## Opportunities

Develop a strategic marketing plan that connects the Department's programs, facilities and events with all members and visitors of our community and helps maximize the usage of the special event venues by outside groups.

Promote a healthy Roswell by engaging the community to come out and enjoy the parks.

Inclusion of culture and art in park planning and design to develop and identify opportunities for unique place making within parks.

Develop a recruitment and recognition program to acknowledge the value and dedication of our volunteers.

## Challenges

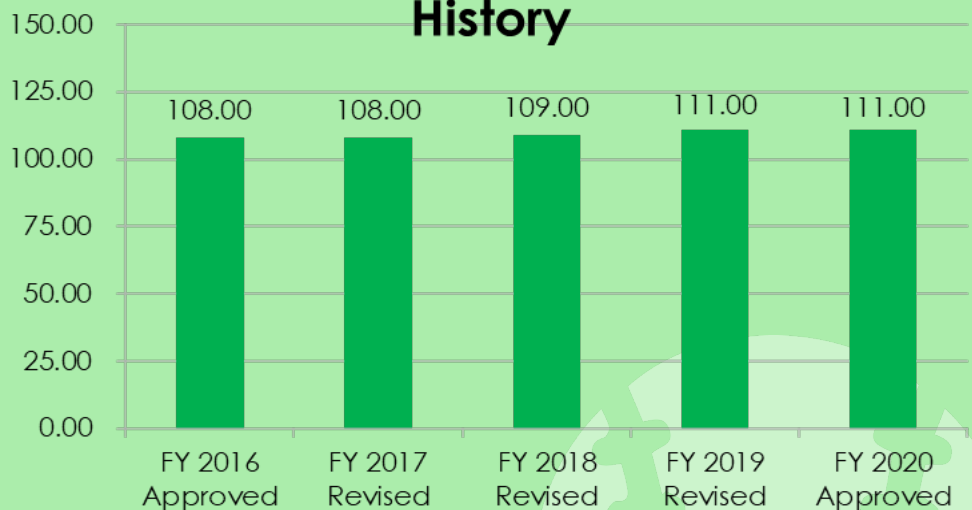
Establish funding sources for the Roswell River Parks Master Plan.

Maintain an online/social media presence that meets the recreational registration and informational needs of our ever-evolving community.

Research alternative, cost effective solutions to reduce parking congestion at River Parks and Old Mill Park.

Develop a revenue model to maintain current level of service within the current fiscal constraints.

## Recreation and Parks Personnel History



**Personnel Changes:**

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

**FY 2018:** Add (1) Crew Worker Position. During FY 2019, (1) Historic Assets Manager transferred from Administration.

**FY 2019:** Convert (1) part-time Rental Supervisor to full-time

# Recreation, Parks, Historic & Cultural Affairs Department

## What We Have Accomplished

- New outdoor tennis and pickle ball courts were constructed at Groveway Community Park.
- Renovated Roswell Area Park Field 5 with a batting cage, new fencing and scoreboard.
- Installed a computerized kiosk and shade structure at the trailhead in Roswell Area Park.
- Constructed the final phase of the Roswell Riverwalk from the traffic signal on the back entrance of the Chattahoochee Nature Center to Willeo Park.
- Renovated the Roswell Area Park playground restrooms.
- Developed a facility condition assessment for historical assets.
- Completed the Old Mill Park Trail Phase III with overlook and boardwalk over historic ruins.
- Cultural Services Division collaborated with the Roswell Arts Fund for the successful implementation and promotion of ArtAround Roswell's third year of art installations.

## What We Expect To Accomplish

- Complete landscape installation for Municipal Complex.
- Renovation of the Bill Johnson Community Activity Building lobby.
- Allow public access to the grounds and garden areas of Mimosa Hall.
- Complete joint project with the Transportation Department to connect Grimes Bridge Park to Groveway Community Park via a driveway beside the new tennis/pickle ball complex.
- Continue implementation of City of Roswell Cultural Arts Master Plan.
- Begin initial design of the Ace Sand Company River Park.
- Evaluate programs and services to determine if we are meeting the recreational and leisure needs of our community.



# Recreation, Parks, Historic & Cultural Affairs Department Services

Programs  
**Quartile 1**  
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**  
2  
(Important to Goals)

Athletic Field Maintenance • Community Events • Historic House Museums Programming • Intergovernmental Agreements/Coordination • Leita Thompson Memorial Gardens • Municipal Complex Grounds Maintenance • Park Landscaping • Park Police • 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 • Sports Turf Maintenance

Programs  
**Quartile 3**  
3  
(Relevant to Goals)

Active Adult and Adaptive Programming • Adult Racquet Sports • Adult Visual and Culinary Arts • Aquatics Management • Community Enrichment • Competitive Gymnastics • Cultural Arts Management/Programming • Cultural Services Rentals • Historic House Museums and Cultural Arts Facility Management • Recreation Facility Reservations • Recreation Commission Support • Youth Athletic Camps • Youth Baseball/Softball • Youth Enrichment Opportunities • Youth Football/Cheerleading/Rugby • Youth Gymnastics • Youth Indoor Athletics • Youth Lacrosse • Youth Performing Arts • Youth Racquet Sports • Youth Soccer • Youth Visual and Culinary Arts

Programs  
**Quartile 4**  
(Least Relevant to Goals)

Adult Athletic Leagues • Cemetery Care • Health & Wellness • Leita Thompson Apartment Rental • Parks Power Equipment Maintenance • Roswell Arts Fund Support





# Recreation, Parks, Historic & Cultural Affairs Department

<b>FY 2019 Approved Budget</b>			<b>\$12,287,947</b>	
Mid Year Budget Adjustment (Lawncare and Mower Lease):			\$24,000	
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			\$268,668	
Budgeted Vacancy Savings Adjustment:			(\$3,070)	
Zero base Professional, Technical and Contract Service Adjustment:			\$4,541	
Defined Benefit Retirement Adjustment:			\$38,030	
Defined Contribution Retirement Adjustment:			\$40,698	
Utilities Adjustment:			\$37,114	
Fleet Lease Adjustment:			(\$156,647)	
Gasoline / Oil Adjustment:			\$9,500	
Group Benefits Adjustment:			\$137,495	
Worker's Comp Contribution Adjustment:			\$18,729	
Risk/Liability Adjustment:			\$33,973	
Vehicle Lease Adjustment:			(\$15,076)	
Interfund Transfer Adjustment:			(\$74,875)	
<b>FY 2020 Approved Base Budget</b>			<b>\$12,651,027</b>	
10062201	Various	Add Funding for Maintenance of City Municipal Grounds & Law Enforcement Center	\$88,750	
10062000	521400	Add Funding for Facility Management Contract Services	\$19,500	
<b>FY 2020 Approved Program Changes</b>			<b>\$108,250</b>	
<b>FY 2020 Approved Operating Budget</b>			<b>\$12,759,277</b>	
35062000	541210	60058	Recreation and Parks Maintenance Program	\$385,000
35062000	541210	60043	System Wide Park Improvements (Beautification)	\$100,000
35062000	541210	60052	Playground Replacements (Partially Funded)	\$100,000
35062000	522140	60071	Trail Repair, Roswell Riverwalk and East Roswell Park	\$50,000
35061700	541200	60042	Historic House Museums Maintenance	\$126,800
35062000	541210	60033	Athletic Field Improvements - Light Pole Replacement	\$50,000
35062000	542100	60003	Small Equipment Replacement Program (Partially Funded)	\$35,000
35062000	542100	60072	Skid Steer Replacement	\$60,000
<b>Maintenance Capital Total</b>			<b>\$906,800</b>	
Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$32k GF) (Partially Funded)			\$282,000	
35062000	541210	60067		\$282,000
35061753	542300	62001	Cultural Arts Center Seat Replacement	\$65,000
35062000	542100	62011	Recreation Center Security Cameras (Indoor)	\$40,000
35062000	542100	60034	Park Security Camera Program (Pedestrian and Parking Areas)	\$20,000
35061700	541200	60042	Historic House Maintenance - Mimosa Hall	\$155,000
35062000	541210	60064	Grovelay Community Master Plan Implementation	\$50,000
35062000	522205	33001	ADA Compliance of City Facilities	\$57,000
<b>One Time Capital Total</b>			<b>\$669,000</b>	
<b>FY 2020 Approved Capital</b>			<b>\$1,575,800</b>	

# Recreation, Parks, Historic & Cultural Affairs Department (continued)

## FY 2020 Approved Budget - General Fund Unfunded

Small Equipment Replacement Program (Unfunded Portion at \$15,000)	\$15,000
Increase Funding for Holiday Lighting and Tree Replacement for Historic Roswell Town Square	\$20,000
Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$100k GF) (Partially Funded - Unfunded \$68k)	\$68,000
Playground Replacements (Unfunded Portion at \$100,000)	\$100,000
East Roswell Park Fouts Road Phase II Improvement Plan	\$80,000
<b>Unfunded Request Total</b>	<b>\$283,000</b>

# Recreation, Parks, Historic & Cultural Affairs Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$4,612,884	\$4,654,053	\$4,904,603	\$4,910,350	\$0	\$4,910,350
<b>511101</b> Budgeted Salary Savings	\$0	(\$46,034)	(\$46,034)	(\$49,104)	\$0	(\$49,104)
<b>511105</b> Part Time Employees	\$373,647	\$423,789	\$423,789	\$402,389	\$0	\$402,389
<b>511300</b> Overtime	\$169,994	\$152,007	\$152,007	\$170,032	\$0	\$170,032
<b>512200</b> Social Security (FICA)	\$323,769	\$325,480	\$338,369	\$339,400	\$0	\$339,400
<b>512300</b> Medicare	\$75,720	\$76,108	\$79,119	\$79,100	\$0	\$79,100
<b>512400</b> Defined Benefit Retirement	\$713,256	\$775,030	\$775,030	\$813,060	\$0	\$813,060
<b>512401</b> Deferred Compensation	\$29,869	\$33,100	\$33,100	\$33,100	\$0	\$33,100
<b>512402</b> Defined Contribution Retirement	\$110,525	\$142,202	\$150,608	\$182,900	\$0	\$182,900
<b>553100</b> Group Insurance Contribution	\$1,153,131	\$1,061,000	\$1,061,782	\$1,198,495	\$0	\$1,198,495
<b>554100</b> Workers Comp Contribution	\$45,420	\$51,860	\$51,860	\$70,589	\$0	\$70,589
<b>Salaries and Benefits Total</b>	<b>\$7,608,215</b>	<b>\$7,648,595</b>	<b>\$7,924,233</b>	<b>\$8,150,311</b>	<b>\$0</b>	<b>\$8,150,311</b>
<b>521201</b> Professional Services	\$30,462	\$16,500	\$16,500	\$16,500	\$0	\$16,500
<b>521400</b> Contract Services	\$166,829	\$205,270	\$215,051	\$209,811	\$19,500	\$229,311
<b>522110</b> Disposal	\$14,395	\$15,000	\$15,000	\$15,000	\$0	\$15,000
<b>522130</b> Custodial	\$8,450	\$14,000	\$14,650	\$7,000	\$0	\$7,000
<b>522140</b> Maintenance - Grounds	\$211,244	\$208,389	\$229,135	\$222,389	\$80,000	\$302,389
<b>522205</b> Repairs And Maintenance	\$399,844	\$366,581	\$368,064	\$365,651	\$8,750	\$374,401
<b>522210</b> Vehicle Repair	\$7,735	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$161,325	\$456,123	\$175,275	\$299,476	\$0	\$299,476
<b>522320</b> Rental Of Equipment And Vehicles	\$22,999	\$44,952	\$44,952	\$59,429	\$0	\$59,429
<b>523210</b> Communication Services	\$1,334	\$37,890	\$37,890	\$37,890	\$0	\$37,890
<b>523220</b> Postage	\$882	\$2,283	\$2,283	\$1,950	\$0	\$1,950
<b>523300</b> Advertising	\$17,388	\$25,875	\$25,875	\$25,875	\$0	\$25,875

# Recreation, Parks, Historic & Cultural Affairs Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
523400 Printing And Binding	\$6,236	\$6,700	\$8,700	\$6,650	\$0	\$6,650
523500 Travel	\$16,427	\$21,207	\$21,207	\$25,667	\$0	\$25,667
523600 Dues And Fees	\$9,547	\$7,815	\$7,815	\$10,871	\$0	\$10,871
523700 Education And Training	\$3,955	\$13,400	\$14,400	\$18,396	\$0	\$18,396
523852 Instruction Fees	\$1,300	\$2,425	\$2,425	\$2,425	\$0	\$2,425
523902 Sanitation Services	\$50,520	\$52,000	\$52,000	\$52,000	\$0	\$52,000
531105 Supplies	\$427,177	\$372,411	\$380,287	\$364,135	\$0	\$364,135
531115 Recreation Supplies	\$147,424	\$227,590	\$230,461	\$227,590	\$0	\$227,590
531120 Vehicle Parts And Supplies	\$2,545	\$0	\$0	\$0	\$0	\$0
531150 Computer Supplies	\$8,189	\$0	\$3,600	\$0	\$0	\$0
531210 Water / Sewerage	\$248,344	\$273,250	\$273,250	\$270,240	\$0	\$270,240
531215 Stormwater Fees	\$37,953	\$38,795	\$38,795	\$45,419	\$0	\$45,419
531220 Natural Gas	\$38,907	\$51,700	\$51,700	\$57,800	\$0	\$57,800
531230 Electricity	\$557,938	\$601,500	\$601,500	\$627,900	\$0	\$627,900
531240 Bottled Gas	\$1,209	\$2,000	\$2,000	\$1,284	\$0	\$1,284
531250 Oil	\$1,515	\$5,300	\$5,300	\$2,800	\$0	\$2,800
531270 Gasoline/ Diesel	\$102,930	\$108,000	\$108,000	\$120,000	\$0	\$120,000
531310 Hospitality And Events	\$0	\$500	\$500	\$1,500	\$0	\$1,500
531400 Books And Periodicals	\$234	\$450	\$450	\$450	\$0	\$450
531605 Machinery And Equipment-Operating	\$22,120	\$16,050	\$20,472	\$14,900	\$0	\$14,900
531610 Furniture/Fixtures-Operating	\$3,615	\$17,075	\$18,075	\$16,075	\$0	\$16,075
531615 Computer Equipment-Operating	\$3,004	\$2,050	\$4,050	\$250	\$0	\$250
531710 Vietnam Memorial Bricks	\$114	\$250	\$250	\$250	\$0	\$250
531720 Uniforms	\$45,890	\$41,550	\$41,550	\$44,650	\$0	\$44,650
<b>Operating Total</b>	<b>\$2,779,980</b>	<b>\$3,254,881</b>	<b>\$3,031,462</b>	<b>\$3,172,223</b>	<b>\$108,250</b>	<b>\$3,280,473</b>
552400 Risk/Liability Contribution	\$239,311	\$194,991	\$194,991	\$228,964	\$0	\$228,964
581100 Principal- Long Term Debt	\$323,090	\$1,054,953	\$980,493	\$981,946	\$0	\$981,946
582100 Interest - Long Term Debt	\$54,614	\$48,652	\$123,112	\$111,949	\$0	\$111,949
611353 Transfer Out - Solid Waste	\$10,172	\$11,000	\$11,000	\$5,634	\$0	\$5,634
611355 Transfer Out - Participant Rec	\$396,266	\$74,875	\$74,875	\$0	\$0	\$0
611361 Transfer for Fleet Capital	\$358,277	\$0	\$280,848	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$1,381,730</b>	<b>\$1,384,471</b>	<b>\$1,665,319</b>	<b>\$1,328,493</b>	<b>\$0</b>	<b>\$1,328,493</b>
<b>Grand Total</b>	<b>\$11,769,925</b>	<b>\$12,287,947</b>	<b>\$12,621,014</b>	<b>\$12,651,027</b>	<b>\$108,250</b>	<b>\$12,759,277</b>



# Recreation, Parks, Historic & Cultural Affairs Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Operating	\$28,031	\$23,500	\$37,500	\$37,500	\$0	\$37,500
<b>10049500 - Historic Cemetery Care Total</b>	<b>\$28,031</b>	<b>\$23,500</b>	<b>\$37,500</b>	<b>\$37,500</b>	<b>\$0</b>	<b>\$37,500</b>
Salaries and Benefits	\$147,780	\$242,512	\$244,828	\$242,512	\$0	\$382,869
Operating	\$188,752	\$248,758	\$253,228	\$248,758	\$0	\$249,758
Transfers, Capital, Other	\$627,187	\$1,309,596	\$1,309,596	\$1,309,596	\$0	\$1,328,493
<b>10061101 - Recreation Administration Total</b>	<b>\$963,719</b>	<b>\$1,800,866</b>	<b>\$1,807,652</b>	<b>\$1,800,866</b>	<b>\$0</b>	<b>\$1,961,120</b>
Salaries and Benefits	\$2,067,647	\$2,054,872	\$2,115,576	\$2,054,872	\$0	\$2,117,694
Operating	\$1,402	\$0	\$0	\$0	\$0	\$0
Transfers, Capital, Other	\$396,266	\$74,875	\$74,875	\$74,875	\$0	\$0
<b>10061102 - Recreation Support Services Total</b>	<b>\$2,465,315</b>	<b>\$2,129,747</b>	<b>\$2,190,451</b>	<b>\$2,129,747</b>	<b>\$0</b>	<b>\$2,117,694</b>
Salaries and Benefits	\$139,370	\$158,886	\$204,475	\$158,886	\$0	\$162,978
Operating	\$97,642	\$89,512	\$104,512	\$89,512	\$0	\$89,512
<b>10061700 - Cultural Affairs Total</b>	<b>\$237,012</b>	<b>\$248,398</b>	<b>\$308,987</b>	<b>\$248,398</b>	<b>\$0</b>	<b>\$252,490</b>
Salaries and Benefits	\$148,284	\$166,541	\$169,910	\$166,541	\$0	\$171,892
Operating	\$43,644	\$87,675	\$90,044	\$87,675	\$0	\$83,675
<b>10061751 - Barrington Hall Total</b>	<b>\$191,928</b>	<b>\$254,216</b>	<b>\$259,954</b>	<b>\$254,216</b>	<b>\$0</b>	<b>\$255,567</b>
Salaries and Benefits	\$166,970	\$170,400	\$173,249	\$170,400	\$0	\$175,905
Operating	\$80,614	\$89,350	\$90,977	\$89,350	\$0	\$89,385
<b>10061752 - Bulloch Hall Total</b>	<b>\$247,584</b>	<b>\$259,750</b>	<b>\$264,226</b>	<b>\$259,750</b>	<b>\$0</b>	<b>\$265,290</b>
Salaries and Benefits	\$174,644	\$222,350	\$226,134	\$222,350	\$0	\$220,469
Operating	\$42,471	\$46,395	\$46,656	\$46,395	\$0	\$46,395
<b>10061753 - Cultural Arts Center Total</b>	<b>\$217,115</b>	<b>\$268,745</b>	<b>\$272,790</b>	<b>\$268,745</b>	<b>\$0</b>	<b>\$266,864</b>
Salaries and Benefits	\$162,496	\$171,836	\$174,982	\$171,836	\$0	\$177,648
Operating	\$74,341	\$82,854	\$89,184	\$82,854	\$0	\$82,054
<b>10061754 - Smith Plantation Total</b>	<b>\$236,837</b>	<b>\$254,690</b>	<b>\$264,166</b>	<b>\$254,690</b>	<b>\$0</b>	<b>\$259,702</b>
Operating	\$0	\$77,000	\$77,000	\$77,000	\$0	\$81,379
<b>10061755 - Mimosa Hall and Gardens Total</b>	<b>\$0</b>	<b>\$77,000</b>	<b>\$77,000</b>	<b>\$77,000</b>	<b>\$0</b>	<b>\$81,379</b>
Salaries and Benefits	\$3,999,373	\$3,867,681	\$3,985,433	\$3,867,681	\$0	\$4,084,126
Operating	\$2,179,229	\$2,458,988	\$2,185,675	\$2,468,988	\$19,500	\$2,371,643
Transfers, Capital, Other	\$358,277	\$0	\$280,848	\$0	\$0	\$0
<b>10062000 - Parks / Park Areas Total</b>	<b>\$6,536,879</b>	<b>\$6,326,669</b>	<b>\$6,451,956</b>	<b>\$6,336,669</b>	<b>\$19,500</b>	<b>\$6,455,769</b>
Salaries and Benefits	\$151,222	\$150,196	\$154,765	\$150,196	\$0	\$153,785
Operating	\$28,573	\$29,549	\$30,774	\$29,549	\$88,750	\$118,299
<b>10062201 - Municipal Complex Grounds Total</b>	<b>\$179,795</b>	<b>\$179,745</b>	<b>\$185,539</b>	<b>\$179,745</b>	<b>\$88,750</b>	<b>\$272,084</b>
Salaries and Benefits	\$450,429	\$443,321	\$474,881	\$443,321	\$0	\$502,945
Operating	\$15,281	\$21,300	\$25,912	\$21,300	\$0	\$30,873
<b>10062500 - Park Police Total</b>	<b>\$465,710</b>	<b>\$464,621</b>	<b>\$500,793</b>	<b>\$464,621</b>	<b>\$0</b>	<b>\$533,818</b>
<b>Grand Total</b>	<b>\$11,769,925</b>	<b>\$12,287,947</b>	<b>\$12,621,014</b>	<b>\$12,311,947</b>	<b>\$108,250</b>	<b>\$12,759,277</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

- A joint project with the Roswell Youth Lacrosse Board allowed for a new bounce back wall in Roswell Area Park.
- Barrington Hall was ranked by Trip Advisor as one of the “top things to see” in Roswell and has earned two consecutive certificates of excellence.
- New equipment and procedures for pass holders were implemented at the Roswell Area Park Pool and the Roswell Adult Aquatic Center, which allows pass holders to check-in by swiping their pass.
- Credit card processing system was updated to increase customer security through being PCI (payment card industry data security standard) compliant.
- Our Free Fitness in the park series expanded to include Zumba, Boot Camp, Yoga and Pilate’s classes at our Historic Town Square.
- Expanded our visual and fine arts programming with the addition of our new blacksmith shop –The Forge at Art Center West, along with a glass kiln at the Visual Arts Center in Roswell Area Park.
- First year Adaptive Friendship Camp was held at our Waller Park Recreation Center and hosted 209 registered participants during the seven weeks of camps.

## What We Expect To Accomplish

- Implement racquet sports online reservation system.
- Provide real time rental information to interested customers through online registration.
- Motivate the community by providing high quality programs and events for our growing diverse city.
- Increase attendance and revenue at the outdoor pool with the addition of a floating obstacle course.
- Cooperative partnership with our Tennis Booster Club to provide a new overlook and shade structure above the courts at Roswell Area Park.
- Collaborate with our Boys and Girls Gymnastics Booster Clubs on a joint venture to construct an addition onto the Physical Activity Center in Roswell Area Park.

# Recreation Participation Fund

<b>FY 2020 Estimated Beginning Available Fund Balance</b>	<b>\$1,149,583</b>
<b>FY 2020 Revenues</b>	<b>\$5,526,299</b>
<b>FY 2019 Approved Budget</b>	<b>\$5,808,711</b>
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:	(\$43,578)
Budgeted Vacancy Savings Adjustment:	\$28
Zero base Professional, Technical and Contract Service Adjustment:	(\$2,104)
Defined Benefit Retirement Adjustment:	(\$1,165)
Defined Contribution Retirement Adjustment:	(\$153)
Utilities Adjustment:	(\$61,000)
Group Benefits Adjustment:	(\$12,988)
Worker's Comp Contribution Adjustment:	\$15,565
Risk/Liability Adjustment:	\$8,436
Bank Fees/Charges Adjustment:	\$21,000
<b>FY 2020 Approved Base Budget</b>	<b>\$5,732,752</b>
55561753 521400 Cultural Arts Center New Program Initiative, Sunday Pops Series	\$48,000
55561101 511100 Employee Salary Increase (Average of 3%)	\$34,426
<b>FY 2020 Approved Program Changes</b>	<b>\$82,426</b>
<b>FY 2020 Approved Operating Budget</b>	<b>\$5,815,178</b>
<b>FY 2020 Approved Capital</b>	<b>\$0</b>
<b>FY 2020 Total Approved Budget</b>	<b>\$5,815,178</b>
<b>FY 2020 Reserve by Policy</b>	<b>\$153,378</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>	<b>\$707,326</b>



# Recreation Participation Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
347202 Other Rental Fees	\$530,333	\$560,000	\$560,000	\$525,000
347501 General Programs	\$510,454	\$560,000	\$560,000	\$568,000
347502 Special Events	(\$36,417)	\$0	\$0	\$0
347503 Athletics	\$1,549,317	\$1,550,000	\$1,550,000	\$1,550,000
347504 Tennis	\$291,805	\$300,000	\$300,000	\$340,000
347505 Swimming	\$198,352	\$200,000	\$200,000	\$200,000
347506 Gym & Physical Fitness	\$1,018,748	\$1,050,000	\$1,050,000	\$1,025,000
347507 Dance, Drama, & Music	\$345,019	\$375,000	\$375,000	\$330,000
347508 Arts & Crafts	\$244,498	\$240,000	\$240,000	\$250,000
347509 General Instrction Progs	\$211,487	\$275,000	\$275,000	\$250,000
347510 Rec & Parks Contributions	\$16,923	\$20,000	\$20,000	\$30,000
347512 Rec & Parks Miscellaneous	\$17,640	\$30,000	\$30,000	\$10,000
347513 Senior Adult Center	\$255,498	\$275,000	\$275,000	\$250,000
347514 Adult Aquatics Center	\$120,558	\$150,000	\$150,000	\$125,000
347905 Convience Fee	\$39,405	\$40,000	\$40,000	\$40,000
<b>Charges for Service Total</b>	<b>\$5,313,620</b>	<b>\$5,625,000</b>	<b>\$5,625,000</b>	<b>\$5,493,000</b>
361000 Interest Revenues	\$28,146	\$32,528	\$32,528	\$33,299
361010 Unrealized Invest Gains	(\$35,608)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$7,462)</b>	<b>\$32,528</b>	<b>\$32,528</b>	<b>\$33,299</b>
391201 Operating Transfer In	\$396,266	\$74,345	\$74,345	\$0
<b>Miscellaneous Revenues Total</b>	<b>\$396,266</b>	<b>\$74,345</b>	<b>\$74,345</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$5,702,424</b>	<b>\$5,731,873</b>	<b>\$5,731,873</b>	<b>\$5,526,299</b>



# Recreation Participation Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$933,541	\$973,680	\$944,029	\$928,400	\$27,849	\$956,249
<b>511101</b> Budgeted Salary Savings	\$0	(\$9,312)	(\$9,312)	(\$9,284)	\$0	(\$9,284)
<b>511105</b> Part Time Employees	\$65,666	\$84,355	\$84,355	\$84,518	\$2,534	\$87,052
<b>511200</b> Temporary Employees	\$1,477,665	\$1,538,966	\$1,538,966	\$1,514,406	\$0	\$1,514,406
<b>511250</b> Seasonal Employees	\$247,069	\$215,000	\$215,000	\$236,000	\$0	\$236,000
<b>512200</b> Social Security (FICA)	\$177,158	\$170,370	\$172,458	\$170,600	\$1,870	\$172,470
<b>512300</b> Medicare	\$41,433	\$39,832	\$40,320	\$39,200	\$430	\$39,630
<b>512400</b> Defined Benefit Retirement	(\$188,886)	\$105,850	\$105,850	\$104,685	\$0	\$104,685
<b>512401</b> Deferred Compensation	\$4,893	\$5,700	\$5,700	\$5,700	\$0	\$5,700
<b>512402</b> Defined Contribution Retirement	\$54,093	\$58,253	\$60,101	\$58,100	\$1,743	\$59,843
<b>553100</b> Group Insurance Contribution	\$194,761	\$256,272	\$256,272	\$243,284	\$0	\$243,284
<b>554100</b> Workers Comp Contribution	\$16,520	\$43,119	\$43,119	\$58,684	\$0	\$58,684
<b>Salaries and Benefits Total</b>	<b>\$3,023,913</b>	<b>\$3,482,085</b>	<b>\$3,456,858</b>	<b>\$3,434,293</b>	<b>\$34,426</b>	<b>\$3,468,719</b>
<b>521201</b> Professional Services	\$0	\$0	\$7,000	\$0	\$0	\$0
<b>521400</b> Contract Services	\$90,635	\$131,439	\$132,855	\$129,335	\$48,000	\$177,335
<b>522205</b> Repairs And Maintenance	\$0	\$2,000	\$2,000	\$1,000	\$0	\$1,000
<b>522320</b> Rental Of Equipment And Vehicles	\$9,508	\$9,632	\$9,632	\$10,632	\$0	\$10,632
<b>523210</b> Communication Services	\$8,717	\$900	\$900	\$900	\$0	\$900
<b>523220</b> Postage	\$17	\$0	\$0	\$0	\$0	\$0
<b>523300</b> Advertising	\$22,099	\$27,100	\$27,100	\$25,000	\$0	\$25,000
<b>523400</b> Printing And Binding	\$31,143	\$30,000	\$30,000	\$30,000	\$0	\$30,000
<b>523500</b> Travel	\$7,244	\$15,250	\$15,250	\$15,591	\$0	\$15,591
<b>523600</b> Dues And Fees	\$3,887	\$6,555	\$6,555	\$4,570	\$0	\$4,570
<b>523700</b> Education And Training	\$2,969	\$4,950	\$4,950	\$14,164	\$0	\$14,164
<b>523852</b> Instruction Fees	\$1,140,847	\$1,099,940	\$1,130,837	\$1,118,904	\$0	\$1,118,904
<b>523901</b> Bank Fees / Charges	\$80,175	\$60,000	\$60,000	\$81,000	\$0	\$81,000
<b>531105</b> Supplies	\$22,313	\$37,565	\$37,980	\$30,000	\$0	\$30,000
<b>531115</b> Recreation Supplies	\$757,213	\$781,146	\$788,086	\$769,778	\$0	\$769,778
<b>531220</b> Natural Gas	\$10,932	\$11,000	\$11,000	\$0	\$0	\$0
<b>531230</b> Electricity	\$60,401	\$50,000	\$50,000	\$0	\$0	\$0
<b>531400</b> Books And Periodicals	\$0	\$500	\$500	\$500	\$0	\$500
<b>531605</b> Machinery And Equipment-Operating	\$0	\$2,300	\$2,300	\$2,300	\$0	\$2,300
<b>531610</b> Furniture/Fixtures-Operating	\$2,089	\$8,000	\$8,000	\$8,000	\$0	\$8,000
<b>Operating Total</b>	<b>\$2,250,189</b>	<b>\$2,278,277</b>	<b>\$2,324,945</b>	<b>\$2,241,674</b>	<b>\$48,000</b>	<b>\$2,289,674</b>
<b>541200</b> Site Improvements	\$44,176	\$0	\$0	\$0	\$0	\$0
<b>541210</b> Recreation Facilities	\$0	\$0	\$134,000	\$0	\$0	\$0
<b>542100</b> Machinery	\$0	\$0	\$135,000	\$0	\$0	\$0
<b>549999</b> Contra- Capital Expense Account	(\$44,176)	\$0	\$0	\$0	\$0	\$0
<b>552400</b> Risk/Liability Contribution	\$71,580	\$48,349	\$48,349	\$56,785	\$0	\$56,785
<b>561001</b> Building- Depreciation	\$30,497	\$0	\$0	\$0	\$0	\$0
<b>561003</b> Site Improvement- Depreciation	\$25,057	\$0	\$0	\$0	\$0	\$0
<b>561004</b> Machinery & Equipment- Depreciation	\$14,591	\$0	\$0	\$0	\$0	\$0
<b>561005</b> Vehicles-depreciation	\$11,243	\$0	\$0	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$152,968</b>	<b>\$48,349</b>	<b>\$317,349</b>	<b>\$56,785</b>	<b>\$0</b>	<b>\$56,785</b>
<b>Grand Total</b>	<b>\$5,427,070</b>	<b>\$5,808,711</b>	<b>\$6,099,152</b>	<b>\$5,732,752</b>	<b>\$82,426</b>	<b>\$5,815,178</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 provides 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.



# Leita Thompson Rental Property Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>381110</b> Leita T. - Rent Income	\$96,223	\$90,000	\$90,000	\$98,820
<b>Miscellaneous Revenues Total</b>	<b>\$96,223</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$98,820</b>
<b>Current Year Revenues</b>	<b>\$96,223</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$98,820</b>

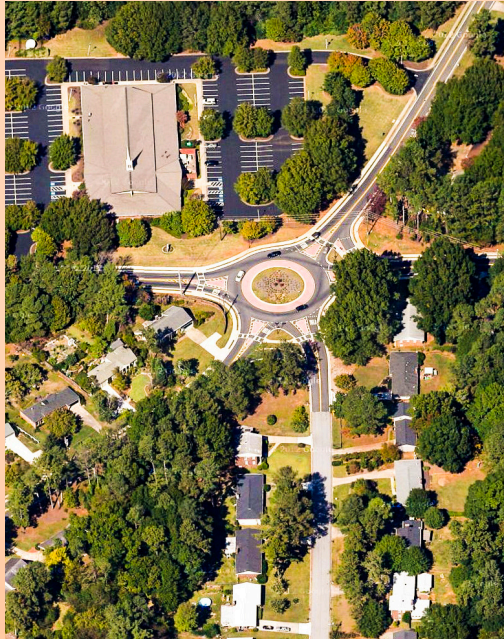
# Leita Thompson Rental Property Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>521400</b> Contract Services	\$0	\$2,000	\$2,000	\$2,000	\$0	\$2,000
<b>522140</b> Maintenance - Grounds	\$20,908	\$26,000	\$26,000	\$26,000	\$0	\$26,000
<b>522205</b> Repairs And Maintenance	\$109,404	\$71,760	\$71,760	\$71,760	\$0	\$71,760
<b>523902</b> Sanitation Services	\$254	\$500	\$500	\$500	\$0	\$500
<b>531105</b> Supplies	\$7,863	\$6,000	\$6,000	\$6,000	\$0	\$6,000
<b>531210</b> Water / Sewerage	\$1,744	\$0	\$0	\$2,000	\$0	\$2,000
<b>531220</b> Natural Gas	\$1,079	\$500	\$500	\$500	\$0	\$500
<b>531230</b> Electricity	\$597	\$500	\$500	\$500	\$0	\$500
<b>Operating Total</b>	<b>\$141,849</b>	<b>\$107,260</b>	<b>\$107,260</b>	<b>\$109,260</b>	<b>\$0</b>	<b>\$109,260</b>
<b>Grand Total</b>	<b>\$141,849</b>	<b>\$107,260</b>	<b>\$107,260</b>	<b>\$109,260</b>	<b>\$0</b>	<b>\$109,260</b>

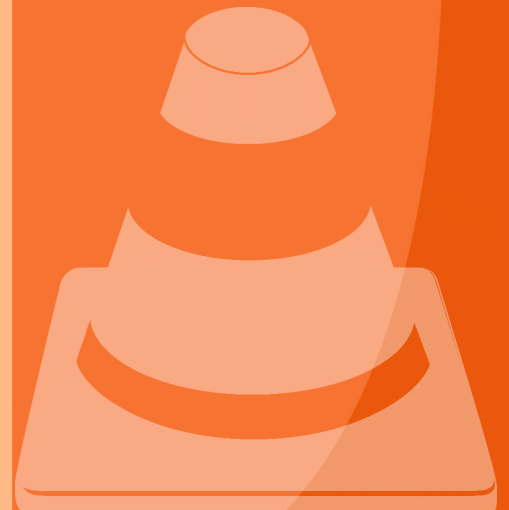


# Transportation Department

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, construction and operation of major and minor multi-modal transportation facilities; maintaining 366 miles of roads and 101 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.



**Count on us to  
Keep Roswell  
Moving!**



# Transportation Department

Transportation Total:  
\$ 29,281,627



General Fund:  
\$ 8,286,183



Capital Projects Fund:  
\$ 4,062,444



TSPLOST Fund:  
\$ 16,926,000



Impact Fee Fund:  
\$ 7,000

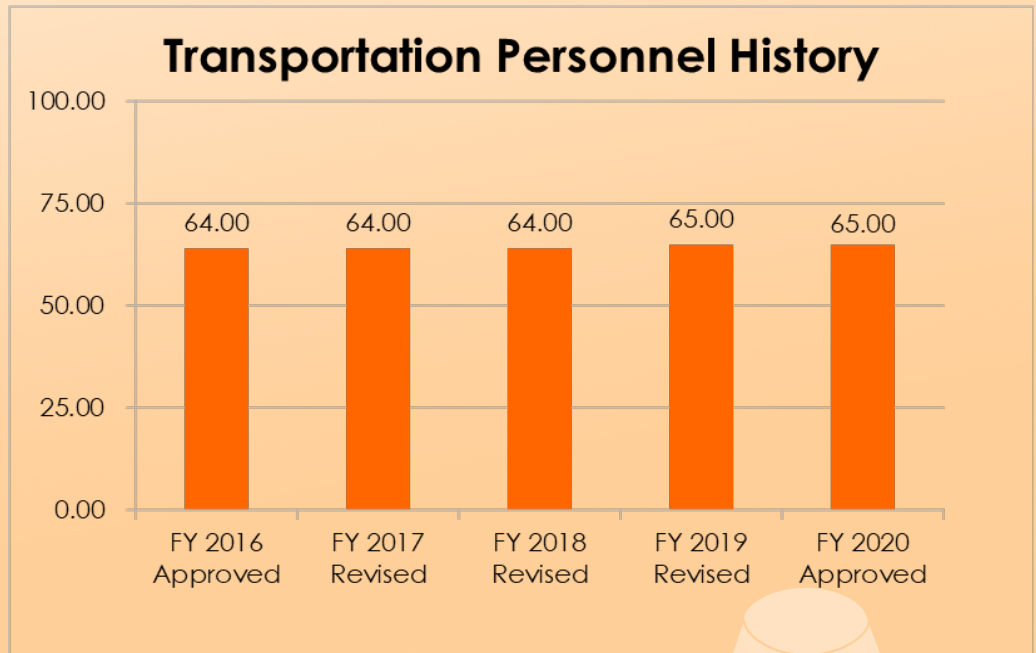
## Opportunities

- Prioritize and continue the implementation of the Transportation Special Purpose Local Option Sales Tax (TSPLOST) projects. Closely work with GDOT and MARTA to ensure Express Lanes and Transit projects along GA400 keep Roswell's interests secured.

## Challenges

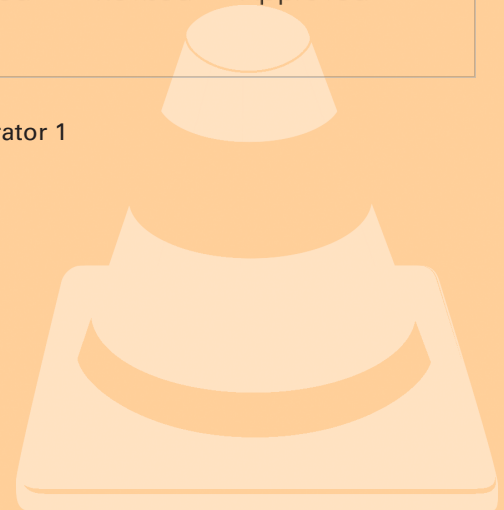
- Increasing cost of infrastructure projects.
- Identifying funding sources for multiple high-dollar projects in future fiscal years.
- Retainage and hiring of technical staff.

**Muhammad Rauf**  
Director of Transportation



**Personnel Changes:**

**FY 2019:** Add (1) full-time Traffic System Operator 1



FY 2020 Approved Budget

# Transportation Department

## What We Have Accomplished

- Completed construction on Hardscrabble Green Loop Complete Street Project.
- Started construction of the Rucker road Complete Street Project.
- Made progress on Environmental Document for Historic Gateway Project, submitted FY '16 to GDOT and Federal Highway Administration (FHWA).
- Made progress on Environmental Document for Chattahoochee River Bicycle/Pedestrian Bridge, submitted FY '16 to GDOT and FHWA.
- Installed RRFB/Crosswalk on SR 140 (Houze Road) to connect east and west side of Saddle Creek.
- Kept public updated on progress of our TSPLOST program via information on our website and public meetings.
- Started work on the new Bicycle and Pedestrian Master Plan.
- Resurfaced 4.53 miles of roadway
- Completed various sidewalk and trail projects.

## What We Expect to Accomplish

- Continue to work towards American Public Works Association (APWA) re-accreditation.
- Begin construction on the Willeo Bridge Replacement Project.
- Begin construction of SR 9 at Oxbo Intersection TSPLOST Project.
- APWA re-accreditation in early 2020.
- Obtain Approval of Environmental Document for Historic Gateway Project and continue supporting GDOT on ROW acquisition.
- Begin construction of environmental mitigation for National Parks Service.
- Finish construction of Rucker Road Complete Street.
- Continue coordination with GDOT/MARTA on GA 400 Express Lanes/Transit Options - HBR interchange replacement.



# 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 • ROW Maintenance • Traffic Sign and Signal Request Review • Traffic Signal Maintenance and Upgrades • Traffic Signs Fabrication and Maintenance

Programs  
**Quartile 2**  
(Important to Goals)

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

Programs  
**Quartile 3**  
(Relevant to Goals)

Board and Commission Support • Engineering Field Services • Intergovernmental Agreements/Coordination • Public/Community Outreach • 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 2019 Approved Budget</b>			<b>\$8,216,199</b>	
Salary Adjustments Based on Current Roster and Full Year Compensation Adjustment:			\$101,574	
Budgeted Vacancy Savings Adjustment:			(\$46,492)	
Defined Benefit Retirement Adjustment:			(\$12,579)	
Defined Contribution Retirement Adjustment:			\$32,329	
Utilities Adjustment:			\$47,650	
Fleet Lease Adjustment:			(\$155,250)	
Gasoline / Oil / Bottled Gas Adjustment:			(\$21,980)	
Group Benefits Adjustment:			\$83,245	
Worker's Comp Contribution Adjustment:			\$27,728	
Risk/Liability Adjustment:			\$13,759	
<b>FY 2020 Approved Base Budget</b>			<b>\$8,286,183</b>	
<b>FY 2020 Approved Operating Budget</b>			<b>\$8,286,183</b>	
35042200	541415	90001	Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$1,044,444
35042200	541415	93003	Bridge Maintenance	\$100,000
<b>Maintenance Capital Total</b>			<b>\$1,144,444</b>	
35042200	541415	93005	Willeo Rd Bridge Replacement (FY20 - Construction)	\$1,500,000
35042200	541415	92025	Houze Rd Multi-Use Path (FY 20 Design and Construct)	\$250,000
35042200	541415	90001	Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$161,778
35042200	541415	92003	Sidewalk Connectivity (Partially Funded)	\$806,222
35042200	541415	91018	Woodstock Road @ Highway 92 Turn Lane (FY20 Design/Engineering)	\$200,000
<b>One Time Capital Total</b>			<b>\$2,918,000</b>	
<b>FY 2020 Approved Capital</b>			<b>\$4,062,444</b>	
<b>FY 2020 Total Approved Budget</b>			<b>\$12,348,627</b>	
<b>FY 2020 Approved Budget - General Fund Unfunded</b>				
Sidewalk Connectivity (Partially Funded - Unfunded Amount)			\$193,778	
Pole Truck & Trailer			\$100,000	
Hardscrabble Green Loop Phase 2 (FY 20 Design/Engineering)			\$300,000	
Kent Road (Pave Project)			\$500,000	
Sun Valley - Phase 3 (FY20 - Design/Engineering)			\$400,000	
Riverside Road - Complete Street (FY20 - Design/Engineering)			\$400,000	
Pine Grove / Magnolia Corridor - Complete Street (FY20 - Concept/Study)			\$200,000	
Sun Valley Drive - Phase 2 (FY20 - ROW)			\$3,200,000	
Citywide Road Resurfacing and Reconstruction (Partially Funded - Unfunded Amount)			\$593,778	
<b>Unfunded Request Total</b>			<b>\$5,887,556</b>	

# Transportation Department Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>511100</b> Regular Employees	\$2,892,585	\$3,211,879	\$3,310,591	\$3,283,920	\$0	\$3,283,920
<b>511101</b> Budgeted Salary Savings	\$0	(\$63,532)	(\$63,532)	(\$110,024)	\$0	(\$110,024)
<b>511105</b> Part Time Employees	\$63,762	\$21,828	\$21,828	\$46,003	\$0	\$46,003
<b>511200</b> Temporary Employees	\$0	\$2,400	\$2,400	\$2,400	\$0	\$2,400
<b>511300</b> Overtime	\$48,539	\$49,999	\$49,999	\$49,999	\$0	\$49,999
<b>512200</b> Social Security (FICA)	\$190,065	\$203,748	\$209,868	\$208,000	\$0	\$208,000
<b>512300</b> Medicare	\$44,590	\$47,494	\$48,925	\$48,600	\$0	\$48,600
<b>512400</b> Defined Benefit Retirement	\$408,112	\$432,180	\$432,180	\$419,601	\$0	\$419,601
<b>512401</b> Deferred Compensation	\$15,182	\$17,100	\$17,100	\$17,100	\$0	\$17,100
<b>512402</b> Defined Contribution Retirement	\$113,032	\$150,131	\$154,100	\$182,460	\$0	\$182,460
<b>553100</b> Group Insurance Contribution	\$755,429	\$761,040	\$761,040	\$844,285	\$0	\$844,285
<b>554100</b> Workers Comp Contribution	\$89,280	\$76,813	\$76,813	\$104,541	\$0	\$104,541
<b>Salaries and Benefits Total</b>	<b>\$4,620,576</b>	<b>\$4,911,080</b>	<b>\$5,021,312</b>	<b>\$5,096,885</b>	<b>\$0</b>	<b>\$5,096,885</b>
<b>521201</b> Professional Services	\$41,005	\$40,000	\$57,558	\$40,000	\$0	\$40,000
<b>521400</b> Contract Services	\$0	\$101,820	\$101,820	\$101,820	\$0	\$101,820
<b>522110</b> Disposal	\$30,993	\$26,000	\$26,000	\$26,000	\$0	\$26,000
<b>522205</b> Repairs And Maintenance	\$52,718	\$85,600	\$101,405	\$85,600	\$0	\$85,600
<b>522210</b> Vehicle Repair	\$24	\$0	\$0	\$0	\$0	\$0
<b>522220</b> Vehicle Fleet Rate	\$229,125	\$404,803	\$248,939	\$249,553	\$0	\$249,553
<b>522320</b> Rental Of Equipment And Vehicles	\$7,969	\$14,126	\$14,126	\$14,126	\$0	\$14,126
<b>523210</b> Communication Services	\$0	\$28,510	\$28,510	\$28,510	\$0	\$28,510
<b>523220</b> Postage	\$261	\$375	\$375	\$375	\$0	\$375
<b>523300</b> Advertising	\$0	\$700	\$700	\$700	\$0	\$700
<b>523400</b> Printing And Binding	\$0	\$1,900	\$1,900	\$1,900	\$0	\$1,900
<b>523500</b> Travel	\$10,877	\$11,424	\$11,424	\$11,424	\$0	\$11,424
<b>523600</b> Dues And Fees	\$5,880	\$5,580	\$5,580	\$5,580	\$0	\$5,580
<b>523700</b> Education And Training	\$14,461	\$26,918	\$26,918	\$26,918	\$0	\$26,918
<b>523800</b> Licenses	\$597	\$2,840	\$2,840	\$2,840	\$0	\$2,840
<b>531105</b> Supplies	\$263,784	\$290,000	\$297,324	\$290,000	\$0	\$290,000
<b>531210</b> Water / Sewerage	\$61	\$100	\$100	\$100	\$0	\$100
<b>531215</b> Stormwater Fees	\$606,605	\$606,800	\$606,800	\$644,800	\$0	\$644,800
<b>531230</b> Electricity	\$1,414,065	\$1,417,550	\$1,417,550	\$1,427,200	\$0	\$1,427,200
<b>531250</b> Oil	\$1,832	\$4,880	\$4,880	\$3,100	\$0	\$3,100
<b>531270</b> Gasoline/ Diesel	\$85,431	\$112,000	\$112,000	\$90,800	\$0	\$90,800
<b>531310</b> Hospitality And Events	\$91	\$0	\$0	\$1,000	\$0	\$1,000
<b>531400</b> Books And Periodicals	\$551	\$900	\$900	\$900	\$0	\$900
<b>531605</b> Machinery And Equipment-Operating	\$26,000	\$20,000	\$37,750	\$20,000	\$0	\$20,000
<b>531610</b> Furniture/Fixtures-Operating	\$508	\$0	\$0	\$0	\$0	\$0
<b>531615</b> Computer Equipment-Operating	\$9,905	\$3,500	\$3,500	\$3,500	\$0	\$3,500
<b>531720</b> Uniforms	\$16,539	\$20,000	\$20,624	\$20,000	\$0	\$20,000
<b>Operating Total</b>	<b>\$2,819,282</b>	<b>\$3,226,326</b>	<b>\$3,129,523</b>	<b>\$3,096,746</b>	<b>\$0</b>	<b>\$3,096,746</b>
<b>552400</b> Risk/Liability Contribution	\$89,359	\$78,793	\$78,793	\$92,552	\$0	\$92,552
<b>611361</b> Transfer for Fleet Capital	\$198,837	\$0	\$155,864	\$0	\$0	\$0
<b>Transfers, Capital, Other Total</b>	<b>\$288,196</b>	<b>\$78,793</b>	<b>\$234,657</b>	<b>\$92,552</b>	<b>\$0</b>	<b>\$92,552</b>
<b>Grand Total</b>	<b>\$7,728,054</b>	<b>\$8,216,199</b>	<b>\$8,385,492</b>	<b>\$8,286,183</b>	<b>\$0</b>	<b>\$8,286,183</b>



# Transportation Department Cost Centers

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
Salaries and Benefits	\$569,147	\$486,063	\$496,565	\$486,063	\$0	\$481,480
Operating	\$15,880	\$51,725	\$51,843	\$51,725	\$0	\$78,328
Transfers, Capital, Other	\$89,359	\$78,793	\$78,793	\$78,793	\$0	\$92,552
<b>10042101 - Transportation Administration Total</b>	<b>\$674,386</b>	<b>\$616,581</b>	<b>\$627,201</b>	<b>\$616,581</b>	<b>\$0</b>	<b>\$652,360</b>
Salaries and Benefits	\$457,399	\$456,296	\$474,817	\$456,296	\$0	\$511,008
Operating	\$62,070	\$79,548	\$89,929	\$79,548	\$0	\$69,901
Transfers, Capital, Other	\$9,157	\$0	\$7,177	\$0	\$0	\$0
<b>10042102 - Transportation Eng &amp; Design Total</b>	<b>\$528,626</b>	<b>\$535,844</b>	<b>\$571,923</b>	<b>\$535,844</b>	<b>\$0</b>	<b>\$580,909</b>
Salaries and Benefits	\$246,426	\$247,183	\$254,770	\$247,183	\$0	\$256,467
Operating	\$5,230	\$6,865	\$6,865	\$6,865	\$0	\$8,865
<b>10042103 - Transportation Planning Total</b>	<b>\$251,656</b>	<b>\$254,048</b>	<b>\$261,635</b>	<b>\$254,048</b>	<b>\$0</b>	<b>\$265,332</b>
Salaries and Benefits	\$261,790	\$316,073	\$324,139	\$316,073	\$0	\$304,062
Operating	\$1,300	\$7,666	\$7,666	\$7,666	\$0	\$3,666
<b>10042104 - Trans Land Acquisition Total</b>	<b>\$263,090</b>	<b>\$323,739</b>	<b>\$331,805</b>	<b>\$323,739</b>	<b>\$0</b>	<b>\$307,728</b>
Salaries and Benefits	\$1,934,736	\$2,012,004	\$2,052,055	\$2,012,004	\$0	\$2,087,639
Operating	\$1,035,356	\$1,350,268	\$1,242,365	\$1,350,268	\$0	\$1,219,648
Transfers, Capital, Other	\$160,769	\$0	\$126,024	\$0	\$0	\$0
<b>10042200 - Street Maintenance Total</b>	<b>\$3,130,861</b>	<b>\$3,362,272</b>	<b>\$3,420,444</b>	<b>\$3,362,272</b>	<b>\$0</b>	<b>\$3,307,287</b>
Salaries and Benefits	\$1,151,078	\$1,393,461	\$1,418,966	\$1,393,461	\$0	\$1,456,229
Operating	\$1,699,446	\$1,730,254	\$1,730,855	\$1,730,254	\$0	\$1,716,338
Transfers, Capital, Other	\$28,911	\$0	\$22,663	\$0	\$0	\$0
<b>10042700 - Traffic Engineering Total</b>	<b>\$2,879,435</b>	<b>\$3,123,715</b>	<b>\$3,172,484</b>	<b>\$3,123,715</b>	<b>\$0</b>	<b>\$3,172,567</b>
<b>Grand Total</b>	<b>\$7,728,054</b>	<b>\$8,216,199</b>	<b>\$8,385,492</b>	<b>\$8,216,199</b>	<b>\$0</b>	<b>\$8,286,183</b>





# T-SPLOST Fund

On November 8, 2016, Fulton County voters approved the Transportation Special Purpose Local Option Sales Tax (T-SPLOST) referendum to fund transportation projects in their cities. In the City of Roswell, the measure passed 53.75% to 46.25%. County wide the measure passed 52.80% to 47.20%. T-SPLOST will bring in an estimated \$93 million to the City of Roswell for transportation improvements. In April 2017, collection of a 0.75% (3/4 of a cent) sales tax was implemented to fund transportation projects specifically recommended by each Fulton County city.



<b>FY 2020 Estimated Beginning Available Fund Balance</b>	<b>\$1,924,249</b>
<b>FY 2020 Revenues</b>	<b>\$16,646,000</b>
<b>FY 2019 Approved Budget</b>	<b>\$15,500,000</b>
<b>FY 2020 Approved Base Budget</b>	<b>\$0</b>
<b>FY 2020 Approved Operating Budget</b>	<b>\$0</b>
33642200 541415 98002 Big Creek Parkway	\$12,926,000
33642200 541415 98004 Add Funding for Hwy 9 Gateway Enhancements	\$2,000,000
33642200 541415 98006 Add Funding for Oxbo Road Intersection	\$2,000,000
<b>One Time Capital Total</b>	<b>\$16,926,000</b>
<b>FY 2020 Approved Capital</b>	<b>\$16,926,000</b>
<b>FY 2020 Total Approved Budget</b>	<b>\$16,926,000</b>
<b>FY 2020 Estimated Ending Available Fund Balance</b>	<b>\$1,644,249</b>

# T-SPLOST Fund Revenues

	FY 2018 Actual Revenues	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Approved Budget
<b>313200</b> TSPLOST	\$15,957,830	\$15,900,000	\$15,900,000	\$16,646,000
<b>Sales Tax Total</b>	<b>\$15,957,830</b>	<b>\$15,900,000</b>	<b>\$15,900,000</b>	<b>\$16,646,000</b>
<b>361000</b> Interest Revenues	\$51,845	\$0	\$0	\$0
<b>361010</b> Unrealized Invest Gains	(\$96,035)	\$0	\$0	\$0
<b>Interest Income Total</b>	<b>(\$44,190)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Current Year Revenues</b>	<b>\$15,913,640</b>	<b>\$15,900,000</b>	<b>\$15,900,000</b>	<b>\$16,646,000</b>

# T-SPLOST Fund Expenditures

	FY 2018 Actual Expenses	FY 2019 Approved Budget	FY 2019 Amended Budget	FY 2020 Base Budget	FY 2020 Approved Changes	FY 2020 Approved Budget
<b>521201</b> Professional Services	\$67,535	\$0	\$1,534,589	\$0	\$0	\$0
<b>Operating Total</b>	<b>\$67,535</b>	<b>\$0</b>	<b>\$1,534,589</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>541415</b> Road Improvements/ Sidewalks	\$4,815,877	\$15,500,000	\$26,684,123	\$0	\$16,926,000	\$16,926,000
<b>Transfers, Capital, Other Total</b>	<b>\$4,815,877</b>	<b>\$15,500,000</b>	<b>\$26,684,123</b>	<b>\$0</b>	<b>\$16,926,000</b>	<b>\$16,926,000</b>
<b>Grand Total</b>	<b>\$4,883,412</b>	<b>\$15,500,000</b>	<b>\$28,218,712</b>	<b>\$0</b>	<b>\$16,926,000</b>	<b>\$16,926,000</b>

# 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.

Operating Impacts are requested in the current year's Operating Budget and as part of the Project Planning if in a future year.



# 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 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, 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.

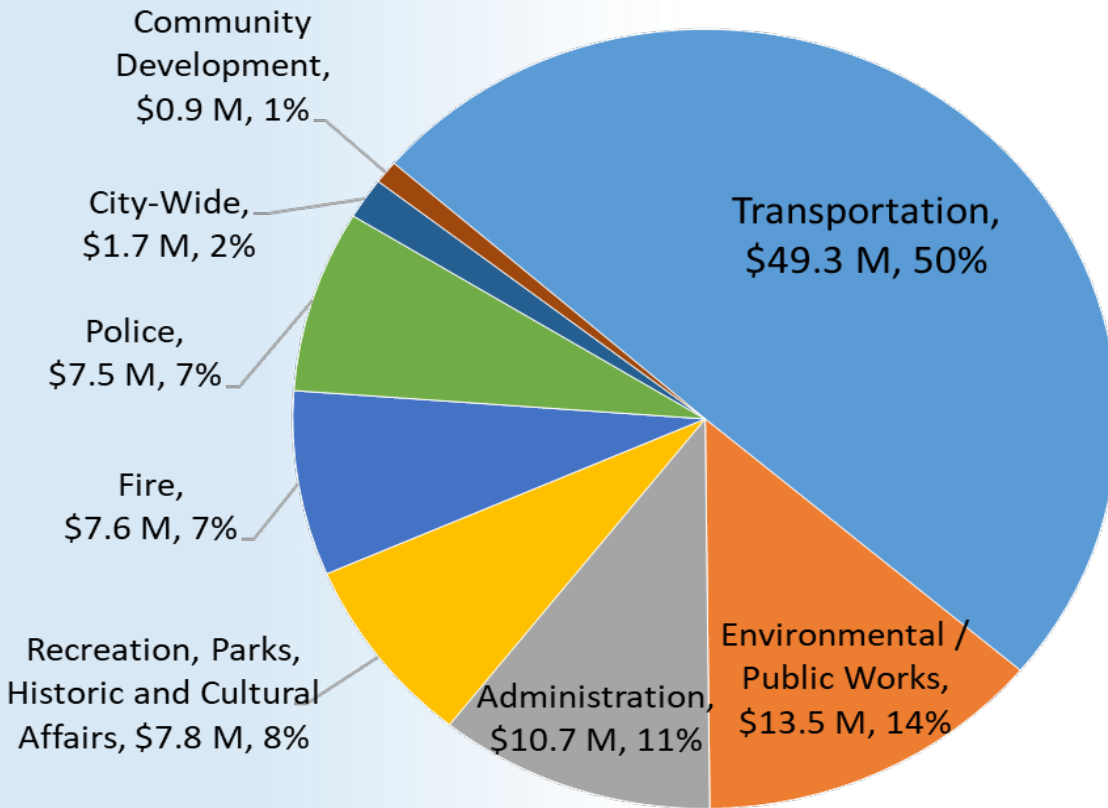
## FY 2020 - FY 2025 Approved Capital Improvement Plan

The FY 2020-FY 2025 Approved Capital Improvement Plan totals \$99.1M and includes both maintenance and one time capital. A summary of the plan is as follows:

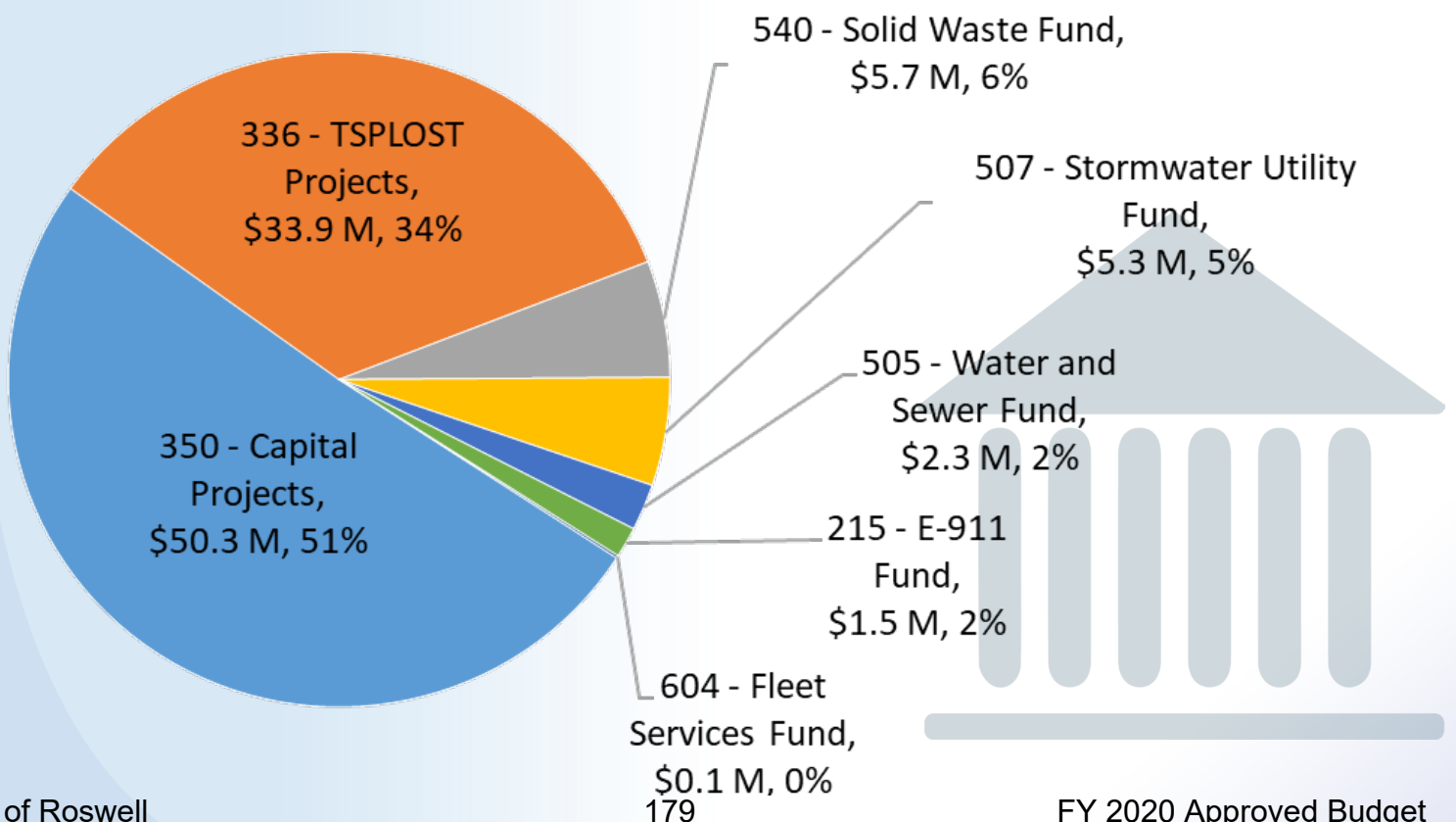
	FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025	Grand Total
336 - TSPLOST Projects	\$16,926,000	\$17,000,000	\$0	\$0	\$0	\$0	\$33,926,000
350 - Capital Projects	\$9,362,105	\$18,167,601	\$9,702,388	\$5,811,378	\$7,222,843	\$7,779,745	\$50,266,315
507 - Stormwater Utility Fund	\$1,000,000	\$1,000,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$5,300,000
505 - Water and Sewer Fund	\$562,000	\$482,000	\$427,000	\$400,000	\$400,000	\$400,000	\$2,271,000
540 - Solid Waste Fund	\$515,000	\$3,320,500	\$548,500	\$592,500	\$721,500	\$647,500	\$5,698,000
604 - Fleet Services Fund	\$79,478	\$13,500	\$13,500	\$13,500	\$0	\$0	\$119,978
215 - E-911 Fund	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
<b>Grand Total</b>	<b>\$28,444,583</b>	<b>\$39,983,601</b>	<b>\$13,291,388</b>	<b>\$7,917,378</b>	<b>\$9,444,343</b>	<b>\$9,927,245</b>	<b>\$99,081,293</b>

# Capital Improvement Program

## FY 2020 - FY 2025 Approved Capital Improvement Plan by Department



## FY 2020 - FY 2025 Approved Capital Improvement Plan by Funding Source



# Approved Maintenance Capital by Department

		FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025
<b>Administration</b>	Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)	\$1,934,959	\$2,114,730	\$2,507,198	\$1,024,250	\$2,506,088	\$2,000,000
	IT Equipment Replacement Program	\$25,000	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000
	<b>Administration Total</b>	<b>\$1,959,959</b>	<b>\$2,182,730</b>	<b>\$2,575,198</b>	<b>\$1,092,250</b>	<b>\$2,574,088</b>	<b>\$2,068,000</b>
	<b>Community Development</b>						
	Impact Fee Review and Update	\$0	\$100,000	\$0	\$0	\$0	\$0
	Aerial Photography	\$0	\$0	\$45,000	\$0	\$0	\$45,000
	<b>Community Development Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,000</b>
<b>Environmental / Public Works</b>	Stormwater Master Project List	\$830,000	\$975,000	\$1,050,000	\$1,040,000	\$1,050,000	\$1,100,000
	Waterline Replacement	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
	Commercial Front Loader Garbage Truck Replacement	\$270,000	\$284,000	\$298,000	\$327,000	\$340,000	\$350,000
	One Residential Rear Loading Garbage Truck Replacement	\$215,000	\$230,000	\$244,000	\$259,000	\$275,000	\$291,000
	Replace Vacuum Excavator/Valve Exerciser - Water Fund	\$80,000	\$0	\$0	\$0	\$0	\$0
	Ford F-550 Service Truck Replacement for Water Fund	\$55,000	\$55,000	\$0	\$0	\$0	\$0
	Replace SCADA Communication System	\$27,000	\$27,000	\$27,000	\$0	\$0	\$0
	Tool and Auto Repair Equipment Replacement Program	\$13,500	\$13,500	\$13,500	\$13,500	\$0	\$0
	Scout Trucks Replacement Program	\$0	\$0	\$0	\$0	\$100,000	\$0
	Recycling Center Semi-Trailer Replacement Program	\$0	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
	Stormwater Best Management Practice	\$0	\$0	\$0	\$0	\$150,000	\$0
	Baler for Recycling Center	\$0	\$200,000	\$0	\$0	\$0	\$0
	<b>Environmental / Public Works Total</b>	<b>\$1,890,500</b>	<b>\$2,191,000</b>	<b>\$2,039,000</b>	<b>\$2,046,000</b>	<b>\$2,321,500</b>	<b>\$2,147,500</b>
	<b>Fire</b>	Personal Protective Equipment Replacement Program	\$118,821	\$122,385	\$126,057	\$129,839	\$133,733
Extrication Equipment Replacement Program		\$91,279	\$93,105	\$0	\$1	\$0	\$0
Medical Equipment Replacement Program		\$0	\$82,620	\$85,099	\$87,652	\$87,652	\$0
	<b>Fire Total</b>	<b>\$210,100</b>	<b>\$298,110</b>	<b>\$211,156</b>	<b>\$217,492</b>	<b>\$221,385</b>	<b>\$137,745</b>
<b>Police</b>	Tactical Vest and Helmet Replacement Program	\$10,000	\$50,000	\$0	\$50,000	\$20,000	\$50,000
	K-9 Replacement	\$0	\$19,000	\$0	\$0	\$19,000	\$0
	Taser Replacement Program	\$0	\$198,000	\$0	\$0	\$30,000	\$30,000
	Citywide Radio Replacement Program	\$0	\$400,000	\$400,000	\$400,000	\$0	\$0
	Internal Investigation Software	\$0	\$15,000	\$0	\$0	\$0	\$0
	<b>Police Total</b>	<b>\$10,000</b>	<b>\$682,000</b>	<b>\$400,000</b>	<b>\$450,000</b>	<b>\$69,000</b>	<b>\$80,000</b>
<b>Recreation, Parks, Historic and Cultural Affairs</b>	Recreation and Parks Maintenance Program	\$385,000	\$385,000	\$385,000	\$385,000	\$385,000	\$385,000
	Historic House Museums Maintenance	\$126,800	\$80,000	\$79,000	\$73,000	\$57,000	\$0
	System Wide Park Improvements (Beautification)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	Playground Replacements (Partially Funded)	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
	Skid Steer Replacement	\$60,000	\$60,000	\$0	\$0	\$0	\$0
	Athletic Field Improvements - Light Pole Replacement	\$50,000	\$50,000	\$50,000	\$80,000	\$80,000	\$50,000
	Trail Repair, Roswell Riverwalk and East Roswell Park	\$50,000	\$50,000	\$25,000	\$0	\$0	\$0
	Small Equipment Replacement Program (Partially Funded)	\$35,000	\$51,500	\$53,045	\$54,636	\$56,275	\$0
	Mini Excavator	\$0	\$60,000	\$0	\$0	\$0	\$0
	<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$906,800</b>	<b>\$1,036,500</b>	<b>\$892,045</b>	<b>\$892,636</b>	<b>\$878,275</b>	<b>\$735,000</b>
<b>Transportation</b>	Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$1,044,444	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$0
	Bridge Maintenance	\$100,000	\$0	\$0	\$0	\$0	\$0
	Zero Turn Mower Replacement	\$0	\$28,000	\$0	\$30,000	\$0	\$0
	Ford F-750 Replacement Trucks	\$0	\$0	\$87,000	\$0	\$0	\$92,000
	Asphalt Equipment Replacement	\$0	\$75,000	\$125,000	\$140,000	\$0	\$0
	Trailer Equipment Replacement	\$0	\$0	\$39,000	\$0	\$0	\$32,000
	<b>Transportation Total</b>	<b>\$1,144,444</b>	<b>\$1,903,000</b>	<b>\$2,051,000</b>	<b>\$1,970,000</b>	<b>\$1,800,000</b>	<b>\$124,000</b>
<b>Grand Total</b>	<b>\$6,121,803</b>	<b>\$8,393,340</b>	<b>\$8,213,399</b>	<b>\$6,668,378</b>	<b>\$7,864,248</b>	<b>\$5,337,245</b>	



# Approved Maintenance Capital by Funding Source

	FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025
Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)	\$1,934,959	\$2,114,730	\$2,507,198	\$1,024,250	\$2,506,088	\$2,000,000
Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$1,044,444	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$0
Recreation and Parks Maintenance Program	\$385,000	\$385,000	\$385,000	\$385,000	\$385,000	\$385,000
Historic House Museums Maintenance	\$126,800	\$80,000	\$79,000	\$73,000	\$57,000	\$0
Personal Protective Equipment Replacement Program	\$118,821	\$122,385	\$126,057	\$129,839	\$133,733	\$137,745
Playground Replacements (Partially Funded)	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Bridge Maintenance	\$100,000	\$0	\$0	\$0	\$0	\$0
System Wide Park Improvements (Beautification)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Extrication Equipment Replacement Program	\$91,279	\$93,105	\$0	\$1	\$0	\$0
Skid Steer Replacement	\$60,000	\$60,000	\$0	\$0	\$0	\$0
Trail Repair, Roswell Riverwalk and East Roswell Park	\$50,000	\$50,000	\$25,000	\$0	\$0	\$0
Athletic Field Improvements - Light Pole Replacement	\$50,000	\$50,000	\$50,000	\$80,000	\$80,000	\$50,000
Small Equipment Replacement Program (Partially Funded)	\$35,000	\$51,500	\$53,045	\$54,636	\$56,275	\$0
IT Equipment Replacement Program	\$25,000	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000
Tactical Vest and Helmet Replacement Program	\$10,000	\$50,000	\$0	\$50,000	\$20,000	\$50,000
K-9 Replacement	\$0	\$19,000	\$0	\$0	\$19,000	\$0
Ford F-750 Replacement Trucks	\$0	\$0	\$87,000	\$0	\$0	\$92,000
Internal Investigation Software	\$0	\$15,000	\$0	\$0	\$0	\$0
Aerial Photography	\$0	\$0	\$45,000	\$0	\$0	\$45,000
Mini Excavator	\$0	\$60,000	\$0	\$0	\$0	\$0
Medical Equipment Replacement Program	\$0	\$82,620	\$85,099	\$87,652	\$87,652	\$0
Stormwater Best Management Practice	\$0	\$0	\$0	\$0	\$150,000	\$0
Asphalt Equipment Replacement	\$0	\$75,000	\$125,000	\$140,000	\$0	\$0
Trailer Equipment Replacement	\$0	\$0	\$39,000	\$0	\$0	\$32,000
Citywide Radio Replacement Program	\$0	\$400,000	\$400,000	\$400,000	\$0	\$0
Taser Replacement Program	\$0	\$198,000	\$0	\$0	\$30,000	\$30,000
Zero Turn Mower Replacement	\$0	\$28,000	\$0	\$30,000	\$0	\$0
Impact Fee Review and Update	\$0	\$100,000	\$0	\$0	\$0	\$0
<b>350 - Capital Projects Total</b>	<b>\$4,231,303</b>	<b>\$6,202,340</b>	<b>\$6,174,399</b>	<b>\$4,622,378</b>	<b>\$5,692,748</b>	<b>\$3,189,745</b>
<b>505 - Water and Sewer Fund</b>						
Waterline Replacement	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Replace Vacuum Excavator/Valve Exerciser - Water Fund	\$80,000	\$0	\$0	\$0	\$0	\$0
Ford F-550 Service Truck Replacement for Water Fund	\$55,000	\$55,000	\$0	\$0	\$0	\$0
Replace SCADA Communication System	\$27,000	\$27,000	\$27,000	\$0	\$0	\$0
<b>505 - Water and Sewer Fund Total</b>	<b>\$562,000</b>	<b>\$482,000</b>	<b>\$427,000</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$400,000</b>
<b>507 - Stormwater Utility Fund</b>						
Stormwater Master Project List	\$830,000	\$975,000	\$1,050,000	\$1,040,000	\$1,050,000	\$1,100,000
<b>507 - Stormwater Utility Fund Total</b>	<b>\$830,000</b>	<b>\$975,000</b>	<b>\$1,050,000</b>	<b>\$1,040,000</b>	<b>\$1,050,000</b>	<b>\$1,100,000</b>
<b>540 - Solid Waste Fund</b>						
Commercial Front Loader Garbage Truck Replacement	\$270,000	\$284,000	\$298,000	\$327,000	\$340,000	\$350,000
One Residential Rear Loading Garbage Truck Replacement	\$215,000	\$230,000	\$244,000	\$259,000	\$275,000	\$291,000
Baler for Recycling Center	\$0	\$200,000	\$0	\$0	\$0	\$0
Recycling Center Semi-Trailer Replacement Program	\$0	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
Scout Trucks Replacement Program	\$0	\$0	\$0	\$0	\$100,000	\$0
<b>540 - Solid Waste Fund Total</b>	<b>\$485,000</b>	<b>\$720,500</b>	<b>\$548,500</b>	<b>\$592,500</b>	<b>\$721,500</b>	<b>\$647,500</b>
<b>604 - Fleet Services Fund</b>						
Tool and Auto Repair Equipment Replacement Program	\$13,500	\$13,500	\$13,500	\$13,500	\$0	\$0
<b>604 - Fleet Services Fund Total</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$13,500</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$6,121,803</b>	<b>\$8,393,340</b>	<b>\$8,213,399</b>	<b>\$6,668,378</b>	<b>\$7,864,248</b>	<b>\$5,337,245</b>

# Approved One Time Capital by Department

	FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025
Administration	Add Funding for Classification and Compensation Study	\$95,000	\$0	\$0	\$0	\$0
	Add Funding for Network Access Control	\$69,000	\$0	\$0	\$0	\$0
	IT Office Suite Furniture and Renovation	\$25,000	\$0	\$0	\$0	\$0
	Wi-Fi Access Expansion - Public Parks	\$0	\$0	\$50,000	\$50,000	\$50,000
<b>Administration Total</b>	<b>\$189,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>
City-Wide	Americans with Disabilities Act Implementation Plan	\$200,000	\$0	\$0	\$0	\$0
	CAD/RMS	\$0	\$0	\$1,500,000	\$0	\$0
<b>City-Wide Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Community Development	Full Update to Comprehensive Plan 2040	\$350,000	\$0	\$0	\$0	\$0
	Historic District Property Inventory Mapping	\$200,000	\$0	\$0	\$0	\$0
	Water Resource Map Update	\$100,000	\$0	\$0	\$0	\$0
	Urban Redevelopment Plan (Opportunity Zone)	\$100,000	\$0	\$0	\$0	\$0
	Document Scanning	\$0	\$50,000	\$0	\$0	\$0
<b>Community Development Total</b>	<b>\$750,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Environmental / Public Works	Replace Excavator	\$170,000	\$0	\$0	\$0	\$0
	Add Funding for Purchase of Heavy Duty Mobile Truck Lifts	\$52,000	\$0	\$0	\$0	\$0
	Add Funding for Densifier Equipment - Recycling Center	\$30,000	\$0	\$0	\$0	\$0
	Fuel Pumps Replacement	\$13,978	\$0	\$0	\$0	\$0
	Large Equipment Replacement	\$0	\$25,000	\$50,000	\$60,000	\$50,000
Transfer Station Improvements and Expansion	\$0	\$2,600,000	\$0	\$0	\$0	
<b>Environmental / Public Works Total</b>	<b>\$265,978</b>	<b>\$2,625,000</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$50,000</b>	<b>\$0</b>
Fire	Fire Station Video/Card Access System	\$212,358	\$0	\$0	\$0	\$0
	Fire Station #5 Remodel	\$97,545	\$0	\$0	\$0	\$0
	Fire Gear Lockers	\$40,899	\$0	\$0	\$0	\$0
	Thermal Imaging Camera Replacement	\$36,000	\$0	\$0	\$0	\$0
	Turnout Gear Extractor Washing Machines	\$18,000	\$0	\$0	\$0	\$0
	New Fire Station #8	\$0	\$4,800,761	\$694,989	\$0	\$0
	Station #3 Replacement	\$0	\$0	\$0	\$0	\$530,095
	<b>Fire Total</b>	<b>\$404,802</b>	<b>\$4,800,761</b>	<b>\$694,989</b>	<b>\$0</b>	<b>\$530,095</b>
Police	New 911 Emergency Communications Center	\$0	\$5,250,000	\$0	\$0	\$0
	K-9 Training Area	\$0	\$25,000	\$0	\$0	\$0
	Additional Automated License Plate Recognition Device	\$0	\$0	\$21,000	\$44,000	\$20,000
	CSI Lab and Workspace	\$0	\$0	\$520,000	\$0	\$0
<b>Police Total</b>	<b>\$0</b>	<b>\$5,275,000</b>	<b>\$541,000</b>	<b>\$44,000</b>	<b>\$20,000</b>	<b>\$0</b>
Recreation, Parks, Historic and Cultural Affairs	Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$32k GF) (Partially Funded)	\$282,000	\$0	\$0	\$0	\$0
	Historic House Maintenance - Mimosa Hall	\$155,000	\$140,000	\$89,500	\$125,000	\$25,000
	Cultural Arts Center Seat Replacement	\$65,000	\$79,500	\$97,500	\$0	\$0
	ADA Compliance of City Facilities	\$57,000	\$50,000	\$50,000	\$50,000	\$50,000
	Groeway Community Master Plan Implementation	\$50,000	\$50,000	\$25,000	\$0	\$0
	Recreation Center Security Cameras (Indoor)	\$40,000	\$50,000	\$50,000	\$50,000	\$50,000
	Park Security Camera Program (Pedestrian and Parking Areas)	\$20,000	\$40,000	\$40,000	\$40,000	\$100,000
	Chemical Wash Pad	\$0	\$100,000	\$80,000	\$80,000	\$0
	East Roswell Community Restroom	\$0	\$175,000	\$0	\$0	\$0
	Cultural Arts Center Lighting System	\$0	\$25,000	\$25,000	\$25,000	\$25,000
	Recreation and Parks Trail Projects	\$0	\$180,000	\$135,000	\$225,000	\$180,000
<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$669,000</b>	<b>\$889,500</b>	<b>\$592,000</b>	<b>\$595,000</b>	<b>\$430,000</b>	<b>\$140,000</b>
Transportation	Big Creek Parkway	\$12,926,000	\$17,000,000	\$0	\$0	\$0
	Add Funding for Oxbo Road Intersection	\$2,000,000	\$0	\$0	\$0	\$0
	Add Funding for Hwy 9 Gateway Enhancements	\$2,000,000	\$0	\$0	\$0	\$0
	Willeo Rd Bridge Replacement (FY20 - Construction)	\$1,500,000	\$0	\$0	\$0	\$0
	Sidewalk Connectivity (Partially Funded)	\$806,222	\$500,000	\$500,000	\$500,000	\$500,000
	Houze Rd Multi-Use Path (FY 20 Design and Construct)	\$250,000	\$0	\$0	\$0	\$0
	Woodstock Road @ Highway 92 Turn Lane (FY20 Design/Engineering)	\$200,000	\$50,000	\$350,000	\$0	\$0
	Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$161,778	\$0	\$0	\$0	\$0
	Chattahoochee Pedestrian Bridge	\$0	\$300,000	\$0	\$0	\$0
	HBR Multi-Use Trail, Phase 5	\$0	\$100,000	\$800,000	\$0	\$0
	<b>Transportation Total</b>	<b>\$19,844,000</b>	<b>\$17,950,000</b>	<b>\$1,650,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>Grand Total</b>	<b>\$22,322,780</b>	<b>\$31,590,261</b>	<b>\$5,077,989</b>	<b>\$1,249,000</b>	<b>\$1,580,095</b>	<b>\$4,590,000</b>

# Approved One Time Capital by Funding Source

		FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025
<b>215 - E-911 Fund</b>	CAD/RMS	\$0	\$0	\$1,500,000	\$0	\$0	\$0
<b>215 - E-911 Fund Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>336 - TSPLOST Projects</b>	Big Creek Parkway	\$12,926,000	\$17,000,000	\$0	\$0	\$0	\$0
	Add Funding for Oxbo Road Intersection	\$2,000,000	\$0	\$0	\$0	\$0	\$0
	Add Funding for Hwy 9 Gateway Enhancements	\$2,000,000	\$0	\$0	\$0	\$0	\$0
<b>336 - TSPLOST Projects Total</b>	<b>336 - TSPLOST Projects Total</b>	<b>\$16,926,000</b>	<b>\$17,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	Willeo Rd Bridge Replacement (FY20 - Construction)	\$1,500,000	\$0	\$0	\$0	\$0	\$0
	Sidewalk Connectivity (Partially Funded)	\$806,222	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
	Full Update to Comprehensive Plan 2040	\$350,000	\$0	\$0	\$0	\$0	\$0
	Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$32k GF) (Partially Funded)	\$282,000	\$0	\$0	\$0	\$0	\$0
	Houze Rd Multi-Use Path (FY 20 Design and Construct)	\$250,000	\$0	\$0	\$0	\$0	\$0
	Fire Station Video/Card Access System	\$212,358	\$0	\$0	\$0	\$0	\$0
	Historic District Property Inventory Mapping	\$200,000	\$0	\$0	\$0	\$0	\$0
	Woodstock Road @ Highway 92 Turn Lane (FY20 Design/Engineering)	\$200,000	\$50,000	\$350,000	\$0	\$0	\$0
	Americans with Disabilities Act Implementation Plan	\$200,000	\$0	\$0	\$0	\$0	\$0
	Citywide Road Resurfacing and Reconstruction (Total FY 2020 Funding of \$1,206,222)	\$161,778	\$0	\$0	\$0	\$0	\$0
	Historic House Maintenance - Mimosa Hall	\$155,000	\$140,000	\$89,500	\$125,000	\$25,000	\$0
	Urban Redevelopment Plan (Opportunity Zone)	\$100,000	\$0	\$0	\$0	\$0	\$0
	Water Resource Map Update	\$100,000	\$0	\$0	\$0	\$0	\$0
	Fire Station #5 Remodel	\$97,545	\$0	\$0	\$0	\$0	\$0
	Add Funding for Classification and Compensation Study	\$95,000	\$0	\$0	\$0	\$0	\$0
	Add Funding for Network Access Control	\$69,000	\$0	\$0	\$0	\$0	\$0
	Cultural Arts Center Seat Replacement	\$65,000	\$79,500	\$97,500	\$0	\$0	\$0
<b>350 - Capital Projects</b>	ADA Compliance of City Facilities	\$57,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
	Groveyway Community Master Plan Implementation	\$50,000	\$50,000	\$25,000	\$0	\$0	\$0
	Fire Gear Lockers	\$40,899	\$0	\$0	\$0	\$0	\$0
	Recreation Center Security Cameras (Indoor)	\$40,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
	Thermal Imaging Camera Replacement	\$36,000	\$0	\$0	\$0	\$0	\$0
	IT Office Suite Furniture and Renovation	\$25,000	\$0	\$0	\$0	\$0	\$0
	Park Security Camera Program (Pedestrian and Parking Areas)	\$20,000	\$40,000	\$40,000	\$40,000	\$100,000	\$40,000
	Turnout Gear Extractor Washing Machines	\$18,000	\$0	\$0	\$0	\$0	\$0
	Chemical Wash Pad	\$0	\$100,000	\$80,000	\$80,000	\$0	\$0
	Additional Automated License Plate Recognition Device	\$0	\$0	\$21,000	\$44,000	\$20,000	\$0
	New Fire Station #8	\$0	\$4,800,761	\$694,989	\$0	\$0	\$0
	Chattahoochee Pedestrian Bridge	\$0	\$300,000	\$0	\$0	\$0	\$0
	CSI Lab and Workspace	\$0	\$0	\$520,000	\$0	\$0	\$0
	Document Scanning	\$0	\$50,000	\$0	\$0	\$0	\$0
	Cultural Arts Center Lighting System	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$0
	East Roswell Community Restroom	\$0	\$175,000	\$0	\$0	\$0	\$0
	New 911 Emergency Communications Center	\$0	\$5,250,000	\$0	\$0	\$0	\$0
	Wi-Fi Access Expansion - Public Parks	\$0	\$0	\$50,000	\$50,000	\$50,000	\$0
	Recreation and Parks Trail Projects	\$0	\$180,000	\$135,000	\$225,000	\$180,000	\$0
	K-9 Training Area	\$0	\$25,000	\$0	\$0	\$0	\$0
	Station #3 Replacement	\$0	\$0	\$0	\$0	\$530,095	\$3,950,000
	HBR Multi-Use Trail, Phase 5	\$0	\$100,000	\$800,000	\$0	\$0	\$0
<b>350 - Capital Projects Total</b>		<b>\$5,130,802</b>	<b>\$11,965,261</b>	<b>\$3,527,989</b>	<b>\$1,189,000</b>	<b>\$1,530,095</b>	<b>\$4,590,000</b>
<b>507 - Stormwater Utility Fund</b>	Replace Excavator	\$170,000	\$0	\$0	\$0	\$0	\$0
	Large Equipment Replacement	\$0	\$25,000	\$50,000	\$60,000	\$50,000	\$0
<b>507 - Stormwater Utility Fund Total</b>		<b>\$170,000</b>	<b>\$25,000</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$50,000</b>	<b>\$0</b>
<b>540 - Solid Waste Fund</b>	Add Funding for Densifier Equipment - Recycling Center	\$30,000	\$0	\$0	\$0	\$0	\$0
	Transfer Station Improvements and Expansion	\$0	\$2,600,000	\$0	\$0	\$0	\$0
<b>540 - Solid Waste Fund Total</b>		<b>\$30,000</b>	<b>\$2,600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>604 - Fleet Services Fund</b>	Add Funding for Purchase of Heavy Duty Mobile Truck Lifts	\$52,000	\$0	\$0	\$0	\$0	\$0
	Fuel Pumps Replacement	\$13,978	\$0	\$0	\$0	\$0	\$0
<b>604 - Fleet Services Fund Total</b>		<b>\$65,978</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>		<b>\$22,322,780</b>	<b>\$31,590,261</b>	<b>\$5,077,989</b>	<b>\$1,249,000</b>	<b>\$1,580,095</b>	<b>\$4,590,000</b>

# Unfunded FY 20 Capital

	FY 2020	FY 2021	FY2022	FY 2023	FY 2024	FY 2025
Administration	Add Funding for Security Lighting for City Hall Events	\$120,000	\$0	\$0	\$0	\$0
	Citywide Facilities Maintenance - Planned Maintenance for 33 Buildings Based on Facility Condition Assessment (FCA)	\$34,662				
	<b>Administration Total</b>	<b>\$154,662</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
City-Wide	LED Lighting Conversion for City Buildings	\$750,000	(\$160,788)	\$0	\$0	\$0
	City Hall Elevator Renovation	\$105,000	\$0	\$0	\$0	\$0
	<b>City-Wide Total</b>	<b>\$855,000</b>	<b>(\$160,788)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Fire	Station #2 Replacement (Land Acquisition)	\$1,000,000	\$0	\$508,216	\$3,950,000	\$0
	Fire Safety Education Safety Town Village	\$23,501	\$0	\$0	\$0	\$0
	Fire Safety Education Fire Extinguisher Simulator	\$21,360	\$0	\$0	\$0	\$0
	<b>Fire Total</b>	<b>\$1,044,861</b>	<b>\$0</b>	<b>\$508,216</b>	<b>\$3,950,000</b>	<b>\$0</b>
Recreation, Parks, Historic and Cultural Affairs	Playground Replacements (Unfunded Portion at \$100,000)	\$100,000	\$0	\$0	\$0	\$0
	East Roswell Park Fouts Road Phase II Improvement Plan	\$80,000	\$60,000	\$0	\$0	\$0
	Roswell River Park Master Plan Design (\$250k Hotel/Motel TPD and \$100k GF) (Partially Funded - Unfunded \$68k)	\$68,000	\$0	\$0	\$0	\$0
	Small Equipment Replacement Program (Unfunded Portion at \$15,000)	\$15,000	\$0	\$0	\$0	\$0
	<b>Recreation, Parks, Historic and Cultural Affairs Total</b>	<b>\$263,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Transportation	Sun Valley Drive - Phase 2 (FY20 - ROW)	\$3,200,000	\$0	\$11,200,000	\$0	\$0
	Citywide Road Resurfacing and Reconstruction (Partially Funded - Unfunded Amount)	\$593,778	\$0	\$0	\$0	\$0
	Kent Road (Pave Project)	\$500,000	\$0	\$0	\$0	\$0
	Sun Valley - Phase 3 (FY20 - Design/Engineering)	\$400,000	\$500,000	\$4,000,000	\$0	\$0
	Riverside Road - Complete Street (FY20 - Design/Engineering)	\$400,000	\$500,000	\$4,000,000	\$0	\$0
	Hardscrabble Green Loop Phase 2 (FY 20 Design/Engineering)	\$300,000	\$100,000	\$800,000	\$0	\$0
	Pine Grove / Magnolia Corridor - Complete Street (FY20 - Concept/Study)	\$200,000	\$0	\$0	\$0	\$0
	Sidewalk Connectivity (Partially Funded - Unfunded Amount)	\$193,778	\$0	\$0	\$0	\$0
	Pole Truck & Trailer	\$100,000	\$0	\$0	\$0	\$0
	<b>Transportation Total</b>	<b>\$5,887,556</b>	<b>\$1,100,000</b>	<b>\$20,000,000</b>	<b>\$0</b>	<b>\$0</b>
	<b>Grand Total</b>	<b>\$8,205,079</b>	<b>\$999,212</b>	<b>\$20,508,216</b>	<b>\$3,950,000</b>	<b>\$0</b>

# Reprogrammed Capital from FY 2019

(Shown as part of the Capital Project Fund Balance for FY 2020 Beginning Balance)

	Reprogram From FY 2019	
City-Wide	Blue River Trail Project Support	(\$10,000)
	Citywide Vehicle Replacement Program	(\$250,000)
	<b>City-Wide Total</b>	<b>(\$260,000)</b>
	<b>Reprogramming of Capital</b>	<b>(\$260,000)</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.



# 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, 2020 and thereafter.

### Series 2013 Bonds

FYE	Principal	Interest	Total
June 30th			
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
<b>TOTAL</b>	<b>\$4,060,000</b>	<b>\$205,000</b>	<b>\$4,265,000</b>

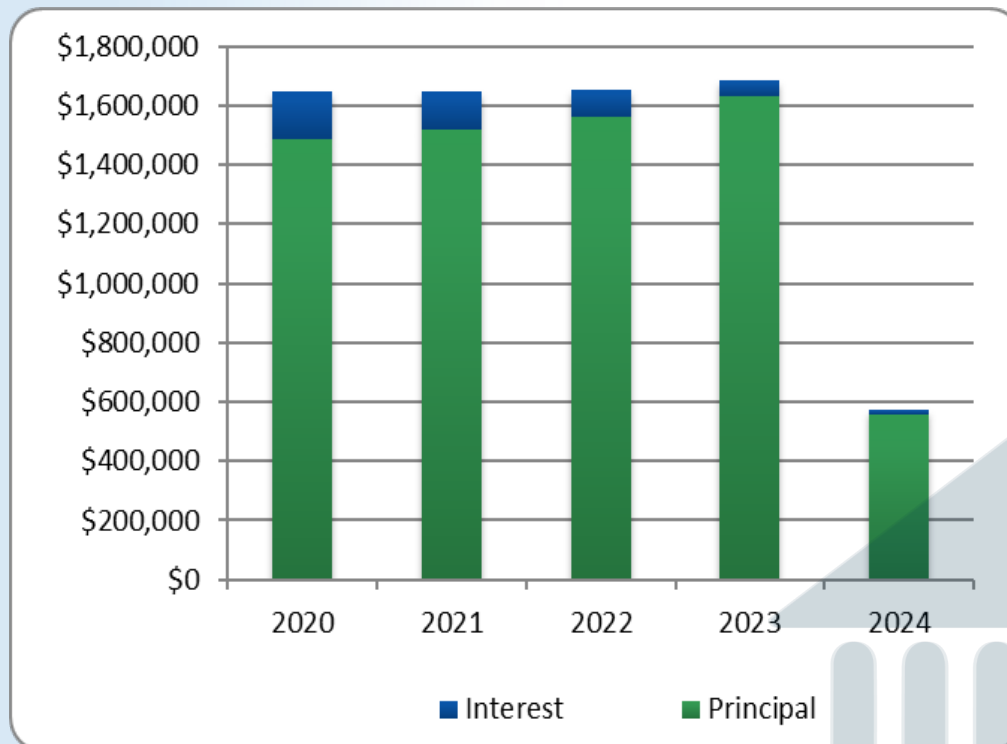
### Series 2014 Bonds

FYE	Principal	Interest	Total
June 30th			
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
<b>TOTAL</b>	<b>\$2,690,000</b>	<b>\$247,500</b>	<b>\$2,937,500</b>

# Debt Service Fund

## TOTAL - All Bonds

FYE	Principal	Interest	Total
June 30th			
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	\$16,650	\$571,650
<b>TOTAL</b>	<b>\$6,750,000</b>	<b>\$452,500</b>	<b>\$7,202,500</b>



**Legal Debt Margin Calculation**  
**Comprehensive Annual Financial Report (CAFR) Fiscal Year 2018**  
**City of Roswell, Georgia**

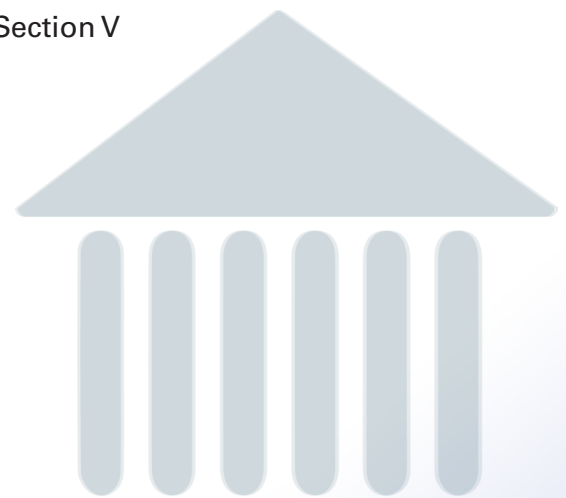
The City of Roswell has a formal debt service policy that is utilized along with the regulations governed by the State of Georgia. The Constitution for the State of Georgia states that “The debt incurred by any county, municipality, or other political subdivision of this state, including debt incurred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

of the assessed value of all 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> Specifically, the City of Ros-

well 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.

(amounts expressed in thousands)	Amount
Assessed Value	\$4,826,655
Add back tax exempt property	\$363,362
Total assessed Value	\$5,190,017
Debt limit (10% of assessed value)	\$519,002
Debt applicable to limit:	
General Obligation Bonds	\$8,426
Less: Amount set aside for repayment of general obligation debt	(\$138)
Total Net Debt Applicable toward Limit	\$8,288
Legal Debt Margin	\$510,714

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





# Appendix

The Appendix section contains information about City of Roswell, Awards, Demographics, and a Glossary of budgeting and accounting terms used in this book.



# 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 94,786 residents (per the U.S. Census Bureau, 2017).

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 July 1, 2017, the U.S. Census Bureau determined that the annual estimated population of Roswell, Georgia was 94,786. The average household size is an estimated 2.74 persons with a median annual household income of \$87,911. The per capita income in Roswell is \$45,437.

In Roswell 92.6% of the population has a high school degree or above with 56.4% having obtained a college degree. Of the residents of Roswell 66.6% own their own home and the median value is \$333,200. (U.S. Census Bureau).

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 in 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 elementa-

ry schools, 3 middle schools, 2 high schools, and 13 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 the GM IT Innovation Center, Kimberly Clark and Wellstar North Fulton 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 McKesson, Delta Dental, GPSTrackit and Iberia Bank 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 focuses on safe, fun and family friendly events to make Roswell a great place to live, work and play. It sponsors major special events that are open and free to the general public. They include a 4th of July Fireworks Extravaganza, Alive in Roswell Series, Memorial Day Celebration, Holiday Celebration on the Square, an annual Youth Day Parade, the Riverside Sounds Concert Series, Azalea Festival, Lavender Festival, annual Arts Festival at Town Square, annual End of Summer Celebration with Fireworks, and the Slip and Slide events in the summer.

# 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 (2018 CAFR):	94,786
Number of Full-Time Employees - FY 19:	611
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 (2018 CAFR):	38.5
Per Capita Personal Income (2018 CAFR):	\$45,928
Area - square miles:	42.02
Median Housing Value - 2018:	\$333,200
2018 Total Taxable Assessed Valuation:	\$4,826,655,000
City Bond Rating:	AAA

### Transportation

Streets - Paved:	327 miles
Traffic Signals:	102

### Fire Protection

Number of Stations:	7
Number of Full-Time Employees - 2019:	21
Number of Part-Time - 2019:	180

### Police Protection

Number of Employees - 2019:	204
Number of Stations:	1

### Recreation

Number of Parks and Playgrounds:	22
Acreage in Parks and Playgrounds:	1057
Number of Swimming Pools:	2
Number of Spraygrounds:	2
Number of Tennis Courts:	28
Number of Athletic Fields:	44
Number of Recreation Buildings:	18

### Municipal Water System

Miles of Water Mains:	86.5
Number of Fire Hydrants:	5,211
Water Production Annually:	539.5 million gallons

### Municipal Sanitation Service

Number of Residential Customers:	26,000
Number of Commercial Customers:	993
Number of Employees - 2019:	56.24

# 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

**The City of Roswell received the 2017 Live, Work, Play City Award in the Large City category presented by the Georgia Municipal Association.**

**Roswell Recreation and Parks - National Gold Medal Winner from the National Recreation and Parks Association.**

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

Named a Gold Certified Green Community by Atlanta Regional Commission in 2013, for leadership in its environmental and sustainability efforts. 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 – 2004-2016 – The National Institute of Governmental Purchasing

GFOA Distinguished Budget Presentation Award – 2005-2017: Government Finance Officer's Association

Certificate of Achievement for Excellence in Financial Reporting (CAFR) – 26 consecutive years: Government Finance Officer's Association

Georgia Recreation and Parks Agency of the Year – 1974, 1979, 1984, 1988, 1990, 2000, 2004 and 2011.

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.

# 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 98.0% over the last five years. The chart below details the top ten principal property tax payers for FY 2018 and FY 2009 for comparison.

### CITY OF ROSWELL, GEORGIA

#### PRINCIPAL PROPERTY TAXPAYERS CURRENT YEAR AND NINE YEARS AGO (amounts expressed in thousands)

Taxpayer	2018			2009		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Fulton County Board of Education	\$ 111,857	1	2.32%			
City of Roswell	63,062	2	1.31%			
Calibre Creek Apartment Partner	43,507	3	0.90%			
Strata Roswell LLC	41,144	4	0.85%			
BR Roswell LLC	28,880	5	0.60%			
Kimberly Clark Corp	24,740	6	0.51%	20,577	3	0.42%
VR Champions Parkway Holdings	24,239	7	0.50%			
Walton Centennial L L C	20,451	8	0.42%			
Northmeadow Investors LLC	19,824	9	0.41%	31,518	1	0.65%
Fulton County	18,188	10	0.38%			
Orion Roswell Associates				22,854	2	0.47%
A Colonial Three Hundred				19,673	4	0.41%
WLI IV Roswell LLC				17,228	5	0.36%
Sanctuary Park Realty Holdings				16,700	6	0.34%
AMIREIT				16,303	7	0.34%
Jefferson at Champions Pkwy				13,466	8	0.28%
EQR Bond Partnership				11,788	9	0.24%
BHR Landing LLC				11,363	10	0.23%
<b>Totals</b>	<b>\$ 395,892</b>		<b>8.20%</b>	<b>\$ 181,470</b>		<b>3.74%</b>

Source: Financial Services Division within the City Finance Department.



# Appendix

Ordinance No. 2019-05-20

STATE OF GEORGIA  
COUNTY OF FULTON

1<sup>st</sup> Reading: May 13, 2019  
2<sup>nd</sup> Reading: May 28, 2019

**AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR 2020 FOR EACH FUND OF THE CITY OF ROSWELL, GEORGIA, PURSUANT TO ARTICLE VI, CHAPTER 6 OF THE CHARTER OF THE CITY, BEGINNING JULY 1, 2019, AND ENDING JUNE 30, 2020, 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 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 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 Council intend to adopt an annual budget for the Fiscal Year 2020 and a Capital Improvement Plan for the Fiscal Years 2020 through 2025:

**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 2020, said budget being described below and shown on Schedule "A" for each fund of the City of Roswell, Georgia:

	FY 2020 Approved Budget
100 - General Fund	\$ 80,339,046
210 - Confiscated Assets Fund	\$ 232,734
215 - E-911 Fund	\$ 2,770,830
225 - CDBG Grant	\$ 26,000
230 - Impact Fees Fund	\$ 7,000
275 - Hotel/Motel Fund	\$ 1,456,200
280 - Auto Rental Excise Tax Fund	\$ 475,000
290 - Leita Thompson Fund	\$ 109,260
291 - Special Events Fund	\$ 115,445



# Appendix

Ordinance No. 2019-05-20

336 - TSPLOST Fund	\$	16,926,000
350 - Capital Project Fund	\$	9,362,105
410 - Bond Fund (Debt Service)	\$	1,660,000
505 - Water and Sewer Fund	\$	3,887,404
507 - Stormwater Utility Fund	\$	3,425,415
540 - Solid Waste Fund	\$	11,319,559
555 - Participant Recreation Fund	\$	5,815,178
601 - Workers' Compensation Fund	\$	840,210
602 - Group Health Insurance Fund	\$	9,230,703
603 - Risk Management Fund	\$	1,407,619
604 - Fleet Services Fund	\$	2,959,074
771 - Scholarship Endowment Fund	\$	50
Total Use of Funds	\$	152,364,832

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 Council. The City Administrator or his/her designee may transfer within a department and fund or amend the budget to decrease appropriations for any completed capital or grant project to effectuate the close-out of the respective project.

3.

A millage rate of 4.955 mills is estimated as part of the proposed budget. The millage rate has a component of 4.705 mills for the general fund, operating and capital improvements budget, and a component of 0.250 mills for servicing bonded indebtedness. The millage rate shall be adopted by Mayor and Council at a later date but prior to the certification of the tax digest for Tax Year 2019.

4.

This budget fixes the number of budgeted full-time positions of the City at 625. This number may only be increased or decreased through approval of the Mayor and 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 the merit-based pay increase included in the FY 2020 budget to the various departments as necessary.

6.

Mayor and Council adopt a Capital Improvement Plan for Fiscal Years 2020 through 2025 as attached hereto and incorporated herein as Schedule "B." This plan does not indicate any promise of appropriations for future years or unfunded projects. This plan may only be modified through action of Mayor and City Council.

# Appendix

Ordinance No. 2019-05-20

7.

Mayor and Council approve the following change to the Fund Equity Policy attached hereto as Schedule "C". In the section labeled "Stabilization Funds," the sentence "The stabilization fund in the General Fund shall be 25% of budgeted expenditures." is changed to read "The stabilization fund in the General Fund shall be 25% of recurring operating expenditures."

8.

Mayor and Council further approve the re-appropriation into FY 2020 of FY 2019 unspent funding in the General Fund in order to establish a General Fund Fuel and Utility Contingency in an amount not to exceed \$200,000. The City Administrator or his/her designee is authorized to distribute funds reserved for the fuel or utility contingency to the various departments as necessary.

9.

Mayor and Council further approve the re-appropriation of all approved capital projects, grant revenue, grant funding, as well as Capital Project Fund contingency funding, that is unspent or uncollected and available as of June 30, 2019, along with the re-programming of \$260,000 from Project 20004 –Blue River Trail Project Support and Project 14001 - Citywide Vehicle Replacement Program as shown in Schedule B.

10.

Mayor and Council further approve the re-appropriation into FY 2020 of FY 2019 unspent funding for firefighter fees in the amount of \$400,000.

11.

Mayor and Council further approve the re-appropriation into FY 2020 of FY 2019 unspent funding in the General Fund in order to establish a General Fund Operating Contingency in an amount not to exceed \$250,000.

12.

Mayor and Council further approve the re-appropriation into FY 2020 of FY 2019 unspent funding in the General Fund in order to establish a General Fund Grant Match Contingency in an amount not to exceed \$100,000.

13.

Mayor and Council further approve the re-appropriation into FY 2020 of FY 2019 unspent funding for the Employee Wellness Program, FY 2019 unspent funding for the City's Education Assistance Program, FY 2019 unspent funding for Roswell University, FY 2019 unspent funding for elections, FY 2019 unspent insurance proceeds related to the reconstruction of RAPSTC, FY 2019 unspent funds for Remote 911 system laptops and FY 2019 unspent funding for Leadership Training and Development within the Governing Body Organizational Unit.

14.

Mayor and Council further approve the re-appropriation into FY 2020 of unspent FY 2019 approved funding for Roswell Historical Society for the purpose of cemetery maintenance and improvements.

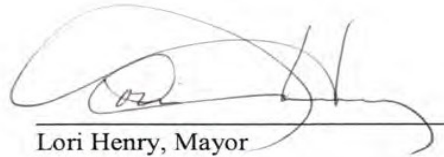
15.

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

# Appendix

Ordinance No. 2019-05-20

The above Ordinance was read and approved by the Mayor and Council of the City of Roswell, Georgia on the 13<sup>th</sup> day of May and the 28<sup>th</sup> day of May, 2018.



Lori Henry, Mayor

Attest:



Marlee Press, City Clerk  
(Seal)



# 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

APWA - American Public Works Association

ARC - Atlanta Regional Commission

ASCAP - American Society of Cultural Arts Professionals

ASCE - American Society of Civil En-

gineers

ASE - Automotive Service Excellence

ATMS - Advanced Traffic Management System

ATV - All Terrain Vehicle

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

CAPRA - Commission for Accreditation of Park and Recreation Agencies

CBRN - Chemical, Biological, Radiological, Nuclear

CC - Cost Center

CDBG - Community Development Block Grant

CERT - Community Emergency Response Team



# Appendix

## Glossary, continued

<u>CFFP</u> – Clean Fueled Fleet Program	<u>FATS</u> – Fire Arms Training Simulator	<u>GRTA</u> – Georgia Regional Transportation Authority
<u>CFS</u> – Calls For Service	<u>FB</u> – Fund Balance	<u>HBR</u> – Holcomb Bridge Road
<u>CIP</u> – Capital Improvement Program	<u>FCA</u> - Facilities Condition Assessment	<u>HHW</u> – Household Hazardous Waste
<u>CORE</u> - City of Roswell Enrichment Academy	<u>FEMA</u> – Federal Emergency Management Agency	<u>HIDTA</u> – High Intensity Drug Trafficking Area Task Force
<u>CPPO</u> - Certified Public Purchasing Officer	<u>FHWA</u> - Federal Highway Administration	<u>HOA</u> – Home Owners Association
<u>CSI</u> - Crime Scene Investigation	<u>FICA</u> -Federal Insurance Contributions Act	<u>HVAC</u> – Heating Ventilation and Cooling
<u>CSU</u> – Crime Suppression Unit	<u>FT/FTE</u> – Full-Time Employee	<u>ICC</u> - International Code Congress
<u>CVB</u> – Convention and Visitors Bureau	<u>FY</u> – Fiscal Year	<u>ICMA</u> – International County Managers Association
<u>CWS</u> – Community Waste Services	<u>GAWP</u> – Georgia Association of Water Professionals	<u>ICS</u> - Incident Command System
<u>DCA</u> - Georgia’s Department of Community Affairs	<u>GCCMA</u> – Georgia City County Managers Association	<u>ISO</u> – Insurance Services Office
<u>DDA</u> - Downtown Development Authority	<u>GCIC</u> – Georgia Crime Information Center	<u>IT</u> – Information Technology
<u>DEA</u> – Drug Enforcement Agency	<u>GDOT</u> – Georgia Department of Transportation	<u>KRB</u> – Keep Roswell Beautiful
<u>DO</u> – Detention Officer	<u>GF</u> – General Fund	<u>LCI</u> – Livable Centers Initiative
<u>EMT</u> – Emergency Medical Technician	<u>GFOA</u> – Government Finance Officers Association	<u>LEC</u> – Law Enforcement Center
<u>EPA</u> – Environmental Protection Agency	<u>GGFOA</u> – Georgia Government Finance Officers Association	<u>MAG</u> – Management Advisory Group
<u>EPD</u> – Environmental Protection Division	<u>GIS</u> – Geographic Information Services	<u>MARTA</u> - Metro Atlanta Rapid Transit Authority
<u>ERP</u> – Enterprise Resource Project	<u>GMA</u> – Georgia Municipal Association	<u>MC</u> – Maintenance Capital
	<u>GPS</u> – Global Positioning System	<u>MDT</u> – Mobile Data Terminal

# Appendix

## Glossary, continued

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

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

PTV - Personal Transportation Vehicle

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

T-SPLOST - Transportation Special Purpose Local Option Sales Tax

UPS – Uninterruptible Power Supply

