

# Alpharetta

GEORGIA ♦ USA

## Annual Operating & Capital Budget Line-item Budget Detail

**Fiscal Year 2013**

(July 1, 2012 through  
June 30, 2013)



City of Alpharetta, GA

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# Annual Operating & Capital Budget (Line-item Budget Detail)

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for Fiscal Year 2013  
(July 1, 2012 through June 30, 2013)



# Operating and Capital Budget Fiscal Year 2013

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**24-HOUR INFORMATION**

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**Our Mission**

*To make a positive difference in the community by efficiently managing public resources and providing effective services that exceed the expectations of our citizens.*

**Our Core Values**

*Excellence  
Stewardship  
Integrity  
Service  
Loyalty*

June 18, 2012

To the City Council and Citizens of Alpharetta:

We are pleased to present our Annual Operating and Capital Budget (line-item budget detail) for Fiscal Year 2013 (the "Budget") of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat as well as a thorough review of our current financial status, revenue trends, economic data, and our standard of providing top level service while maintaining our focus on keeping Alpharetta an affordable option for our citizens and stakeholders.

The City of Alpharetta, like many cities in our region and throughout the United States, is facing fiscal challenges as a result of the recent national and global recession. The economic downturn includes challenges in the form of falling real estate values, reductions in investment values, limited consumer/business credit availability, job losses, etc.

All of these factors have combined to limit revenue growth and in some cases reduce revenues below prior year levels (e.g. property taxes, investment earnings, etc.). In addition to stagnant or falling revenues, certain costs such as fuel, utilities, and healthcare are rising significantly - for the most part outside of our control (see section entitled *Sustainability of Existing Services* for information on healthcare cost mitigation).

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

- ✓ Tax-burden reductions for our homeowners and business owners including:
  - Maintenance of the city's millage rate at 5.750 mills (flat with FY 2012) even after funding debt service on the voter approved City Center<sup>1</sup> bonds and \$2.4 million for a recurring capital program (discussed further below). This will represent a tax reduction for many property owners as the value of property within the city has declined. Homeowners will also see a reduction due to a shift in the

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<sup>1</sup> City Center represents the redevelopment of 22-acres downtown and includes a large 5-acre passive park, 1-acre town green fronting Main Street, a new Alpharetta City Hall, a new County Library (managed/funded through Fulton County), structured parking which takes advantage of the topography of the land, and realignment of Haynes Bridge Road.

components of the millage rate<sup>2</sup> (discussed below) that will subject more of their tax bill to the city's homestead exemption.

- Maintenance of the city's \$40,000 homestead exemption which saves our homeowners over \$2.6 million annually. This savings equates to a 1.8 mill reduction for the average homeowner (see section entitled *Taxpayer Savings* for more information).
- ✓ Additional funding for economic development initiatives citywide (e.g. Technology Commission, Progress Partners, business recruitment, branding/marketing, etc.) including a focus on downtown revitalization through additional/expanded special events and projects such as City Center.
- ✓ Prioritization of capital initiatives within the budget through implementation of a recurring capital program (financial best practice). The city's proposed budget funds \$2.4 million (\$2.18 million through property taxes and an additional \$250,000 through general revenue) annually for recurring capital improvements (e.g. milling & resurfacing of city streets, traffic equipment maintenance, fleet replacement, etc.).
- ✓ Coverage of estimated revenue impacts resulting from passage of House Bill 386 (taxation reform) which eliminates motor vehicle taxes on all vehicles titled after March 1, 2013. The city is forecasting motor vehicle revenues to be fully phased-out over the seven year period ending in FY 2020. HB 386 created a Motor Vehicle Title Fee that is intended to offset the reduction in motor vehicle taxes. The FY 2013 budget includes a reduction in motor vehicle taxes that is partially offset through a conservative estimate of title fee collections.  
  
HB 386 included additional provisions relating to sales tax exemptions aimed at making our community more competitive for industry/business retention and recruitment. The city is currently in negotiation with its companion governmental entities within Fulton County over redistribution of LOST proceeds based on the 2010 Census findings. It is anticipated that the redistribution will fully offset the impacts from HB 386 and result in additional revenue above what is forecasted in the FY 2013 budget.
- ✓ Alignment of departmental operating budgets to the city's short-term revenue outlook while also covering the primary cost drivers (e.g. healthcare, fuel, and utilities).

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<sup>2</sup> The homestead exemption offsets the tax burden on the operating portion of the millage rate only. As such, the millage shift from debt to operating subjects more of a homeowner's tax bill to the homestead exemption.

## **BUDGET PROCESS AND OVERVIEW**

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

The city has been proactive in realigning its spending to match the current economic reality. Spending during FY 2012 has been managed and vacancies are filled on a priority basis with emphasis on public safety officers on the street and 911 operators. Proactive fiscal management has positioned us to more effectively approach the challenges in the FY 2013 budget.

The Fiscal Year 2013 Budget process began with an update of the city's financial condition, which was presented during the City Council retreat (January 15-16, 2012). During this update, a financial plan was established which prioritized the use of available fund balance to most effectively position the city for financial success in the future. This information was also shared with the city's department directors during budget kick-off meetings.

As provided monthly to the City Council through the Financial Management Reports, the Finance Department has closely monitored our revenue and expenditure trends, indicating spending would continue to be closely managed for FY 2013 to compensate for reduced property tax collections and expenditure increases (e.g. healthcare, fuel, and utilities). Accordingly, the Finance Department analyzed departmental spending needs and calculated target budgets for each department.

City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in line with current revenue estimates that cover the city's primary cost drivers (e.g. healthcare, fuel, and utilities).

The FY 2013 Budget is balanced for all funds and totals \$78.4 million with the breakdown by fund type as follows:

- General Fund:	\$ 56,220,788	
- Special Revenue Funds:	6,615,972	(1)
- Debt Service Fund:	3,781,000	
- Capital Project Fund:	7,436,795	(1)
- Solid Waste Fund:	3,160,933	
- Risk Management Fund:	<u>1,169,500</u>	
Total	\$78,384,988	

(1) Amounts contained herein represent new appropriations for FY 2013. Unexpended FY 2012 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2013 Budget are as follows:

- ✓ **Property Taxes:** The FY 2013 Budget is based on maintenance of the city's millage rate at 5.750 mills which represents a tax reduction for many property owners as the value of property within the city has declined over the last several years and is anticipated to decline further in FY 2013.

Property Tax Rates	
FY 2012	FY 2013
4.215 mills Operations	4.215 mills Operations
+	+
1.535 mills Debt Service	0.605 mills Recurring Capital
+	+
0.930 mills Debt Service	0.930 mills Debt Service
<b>5.750 mills Total Levy</b>	<b>5.750 mills Total Levy</b>

- The portion of the millage rate funding operations (General Fund) will remain flat with FY 2012 at 4.215 mills. Revenue estimates for FY 2013 total \$14.5 million (excluding motor vehicle taxes) and reflect a -6% decline in existing property values.

- The portion of the millage rate funding debt service (Debt Service Fund) will decline from 1.535 mills in FY 2012 to 0.930 mills in FY 2013 (0.605 mill reduction). The millage rate for FY 2013 is sufficient to fund existing debt

service as well as debt service on the City Center bond approved by voters in November 2011. The primary reason for the lower property tax revenue estimates is a reduction in the underlying debt service requirements (i.e. bonds have been paid off) even after funding the City Center bond.

- The FY 2013 Budget proposes to program the millage savings from the debt reductions (i.e. 0.605 mills) into the General Fund for the funding of recurring capital initiatives (e.g. milling & resurfacing of city streets, traffic equipment maintenance, fleet replacement, etc.). This funding is estimated at \$2.18 million in FY 2013 and will be transferred to the Capital Project Fund to properly account for the acquisition/construction of the recurring capital initiatives.
- The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners over \$2.6 million annually (e.g. equates to a 1.8 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

- ✓ Operating expenditures of the General Fund are up 2% over FY 2012 (including new operating initiatives of \$404,160<sup>3</sup>). After adjusting for the operating initiatives, base operational budget growth totals 1.2%, which is well below CPI of 2.4%.
- ✓ Management of personnel and compensation program to align with current market environment:
  - Base Budget
    - Continuation of a reduced workforce:
      - 428.5 full-time equivalents (funded; includes one part-time Special Events Coordinator added in FY 2013 and the funding of a previously unfunded Network Analyst II position for the Information Technology Department); and
      - 13 full-time equivalents (un-funded; budgetary savings of \$700,000) – positions to remain vacant pending a workload justification and identified funding source.
    - Implementation of a performance-based merit program of 2.5% on April 1, 2013, per authorized/funded position (estimated FY 2013 cost of \$167,500 citywide<sup>4</sup>). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 2.5% rate is a responsible average (i.e. not among the highest or the lowest).
    - Coverage of group insurance costs (a.k.a. healthcare; 13% increase citywide or \$704,539). The premium growth is due to claims patterns that are trending at over 100% of premiums (industry standard is 80-85%) and general medical cost inflation. The Finance Department, in conjunction with Bryant Wharton (insurance advisor), is negotiating with our current vendor to lower premium growth while still ensuring a competitive insurance package for our employees.
    - Decrease in the actuarially determined defined benefit pension contribution of -10% (-\$300,000), compared to FY 2012.

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<sup>3</sup> Please refer to the Operating Initiatives tab of this document for detailed descriptions of the initiatives.

<sup>4</sup> This represents the financial impact in FY 2013 (i.e. April-June 2013). The annualized cost of the 2.5% merit program totals \$670,000.

- ✓ Targeted growth (5% or \$602,950) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to the following:
  - Increase in vehicle repair and maintenance of \$248,534 due primarily to rising fuel costs and general fleet maintenance requirements.
  - Increase in professional services (Information Technology “IT”) of \$145,650 due primarily to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.), additional funding for cell phone and data card service, operating initiative funding for remote archiving of city data, and additional funding for Enterprise Resource Planning<sup>5</sup> system software maintenance during the implementation period (January 2012 through December 2013).
  - Increase in utilities of \$282,402, based on current year-to-date expenditures, GA Power rate increases<sup>6</sup> (electricity costs are estimated at \$2.0 million in FY 2013), and a streetlight audit by GA Power that identified an additional 363 light poles that the city should be funding but has not been billed for in the past<sup>7</sup> (\$100,000 annual impact).
  - Decrease in professional fees of -\$93,628 due to a reduction in election related costs (\$138,000; FY 2013 will not incur any election related expenses), operational initiative funding for Special Events totaling \$106,145 (please refer to the Operating Initiative tab for detailed descriptions), and general cost decreases citywide.
  - Increase of \$19,992 (total) in all other departmental maintenance and operations accounts.
- ✓ Continuation of prior-year funding initiatives including:
  - *Police Athletic League* contribution: \$35,000; and
  - *Friends of the Library* contribution: \$10,000.

Please refer to the *Budget Narrative* tab for a detailed narrative of the FY 2013 Budget, including a multi-year personnel listing by department.

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<sup>5</sup> The City is currently implementing a new Enterprise Resource Planning system which has been structured over multiple phases (years). During the implementation period, the city is funding maintenance on the new Tyler ERP system as well as the HTE system that is being phased out. Upon completion of implementation, HTE maintenance will be discontinued resulting in a decline of approximately \$41,000 annually.

<sup>6</sup> GA Power obtained approval from the Georgia Public Service Commission for three incremental rate increases that began in calendar year 2011 (8-10%) and will occur annually thereafter through 2013 (1-3%).

<sup>7</sup> GA Power has stated that they will not back bill the city.

## **BUDGET AND MILLAGE RATE HEARINGS**

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

- May 4, 2012: Distribute 2013 Recommended Budget
- May 14, 2012: Council Meeting
- May 21, 2012: Council Meeting
- June 4, 2012: Public Hearing and Council Meeting  
*1<sup>st</sup> reading of Budget Ordinance*  
*1<sup>st</sup> reading of Millage Rate Ordinance*  
*E-911 Resolution*
- June 11, 2012: Public Hearing and Council Meeting
- June 18, 2012: Public Hearing and Council Meeting  
*2<sup>nd</sup> reading of Budget Ordinance*  
*2<sup>nd</sup> reading of Millage Rate Ordinance*

## **BUDGET ISSUES AND PRIORITIES**

The FY 2013 Budget formalizes numerous key financial factors which have been themes for several years within the government:

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

### **Bond Ratings**

The city's AAA bond rating was reaffirmed by *Moody's* and *Standard & Poor's* during March 2012 in conjunction with the sale of \$29 million (par) of General Obligation Bonds, Series 2012, for the City Center project.

Alpharetta is one of only 199 cities in the United States (and one of two in Georgia) to earn a AAA bond rating (*Moody's*). The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. Case in point, the true-interest cost of the Series 2012 Bonds approximates 2.98% which is among the lowest our financing team has witnessed for bonds carrying a 20-year term.

This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base, moderate debt burden, and manageable capital needs. The FY 2013 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

### **Sustainability of Existing Services**

Governments in our regional area as well as across the country are experiencing significant budgetary shortfalls due to the stagnating economy and weak construction activity. Although many economic factors are largely outside of local government control, the City Council, City Administration, and City Departments have displayed impressive financial stewardship over the years through an established philosophy of budgetary evaluation. This philosophy entails reviewing the needs of the city relative to a standard that services and associated costs should not be appropriated unless they are justified as strategic goals of the organization that serve to accomplish our guiding principles.

This philosophy is the foundation of our budget process as evidenced by the Finance Department's direction to departments that base operating budgets should be submitted in line with the city's revenue trends. City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in-line with current revenue estimates that cover the city's primary cost drivers (e.g. healthcare, fuel, and utilities).

As with many employers, one item that is affecting the sustainability of services is healthcare costs. To mitigate the rising costs of healthcare, the city is focused on the following initiatives:

- Continuation with our consumer driven HRA (Health Reimbursement Account) and HSA (Health Savings Account) healthcare plans supplemented with a wellness program. Together these programs engage the employee and his/her family into making more informed decisions about their medical care and their overall health.

- Incentivizing our wellness program for all employees who elect city health coverage. This will include the completion of a health risk assessment questionnaire, biometric screening, and in-person meetings with a trained wellness coach. Failure to enroll will result in the application of a material surcharge to the medical premium paid by the employee.
- Amending our surcharge for tobacco use to include employees identified as high risk for chronic disease via the biometric screening. The employee can avoid the surcharge by actively meeting with a wellness coach through the year or by enrolling in a tobacco cessation program.

**Cost of Government**

The city has historically acknowledged the need to provide a taxation rate commensurate with the government’s level of service. The FY 2013 Budget is based on maintenance of the city’s millage rate at 5.750 mills which represents a tax reduction for many property owners as the value of property within the city has declined over the last several years and is anticipated to decline further in FY 2013.

The following table provides a 10-year history of millage rate levies:

Fiscal Year	Operating Millage Levy	Capital Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2013	4.215	0.605	0.930	5.750	0.0%
2012	4.215	-	1.535	5.750	0.0%
2011	4.215	-	1.535	5.750	0.0%
2010	4.215	-	1.535	5.750	0.0%
2009	4.215	-	1.535	5.750	-8.0%
2008	4.508	-	1.740	6.248	-5.3%
2007	4.150	-	2.450	6.600	-5.7%
2006	4.550	-	2.450	7.000	0.0%
2005	4.700	-	2.300	7.000	0.0%
2004	4.750	-	2.250	7.000	-3.2%

The portion of the millage rate funding operations (General Fund) will remain flat with FY 2012 at 4.215 mills while the portion funding debt service (Debt Service Fund) will decline from 1.535 mills to 0.930 mills in FY 2013 (0.605 mill reduction). The FY 2013 Budget proposes to program the millage savings from the debt reductions (i.e. 0.605 mills) into the General Fund for funding of recurring capital initiatives (e.g. milling & resurfacing of city streets, traffic equipment maintenance, fleet replacement, etc.).

The Fulton County Board of Assessors (the “BOA”) has indicated that digest values for the City of Alpharetta may experience declines totaling 6-8% in 2012 (FY 2013). The FY 2013 Budget has adjusted its property tax revenues to reflect the anticipated decline in digest values.

### **Taxpayer Savings**

The FY 2013 millage rate, coupled with the city’s substantial Homestead Exemption, goes great lengths in keeping Alpharetta an affordable place to live and also strategically positions us relative to neighboring areas.

The city’s homestead exemption totals \$40,000 and saves our homeowners over \$2.6 million annually (e.g. equates to a 1.8 mill reduction for the average homeowner). The city’s homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

### **Debt Service Payments**

The city’s primary method of funding large scale capital projects is through the issuance of general obligation bonds (“GO Bonds”) upon referendum approval by our voters. GO Bonds have been issued to fund numerous large scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. Principal and interest payments for fiscal year 2013 are budgeted at \$3,681,976 (including the newly issued City Center bonds) with the following forecast: 2014 - 2032<sup>8</sup>: \$3,570,399 (annual average)

### **Expansion of Departmental Service Levels (Operating Initiatives)**

Recommended operating initiative funding for FY 2013 totals \$404,160 and has been programmed into the General Fund budget. Initiatives include the following:

- ✓ City Administration Request: \$126,160  
Funding for new events/expansion of existing events within the downtown area including the addition of one part-time Special Events Coordinator.
- ✓ Public Safety Department Request: \$60,000  
Lease funding for the replacement of an Air & Light Rehab Truck.

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<sup>8</sup> Represents final maturity of the city’s existing debt (General Obligation Bonds, Series 2012).

- ✓ EPW/Community Development Request: \$133,000  
Lease funding for an enterprise management system for the city's permitting, code enforcement, and work-order functions (Engineering and Public Works/Community Development/ Recreation and Parks/General Administrative) that represents a replacement/upgrade to existing legacy systems that are not integrated.
- ✓ Information Technology Request: \$85,000  
Funding of a previously unfunded Network Analyst II position to assist in managing the city's network infrastructure (cost represents the net financial impact to the budget).  
Remote archiving of city data through the internet (cloud technologies). This will be a service provided by a facility located geographically remote from the North Georgia area so as to minimize the possibility of catastrophic events jeopardizing the security of city data.

Please refer to the *Operating Initiatives* section for a detailed listing of operating initiatives.

**Maintaining an Effective Capital Improvement Program (Capital Initiatives)**

As part of the capital planning process for FY 2013, departments submitted capital/one-time initiative funding requests totaling \$5.9 million with another \$1.5 million set aside for future capital initiatives.

<b>FY 2013 Capital Improvement Program</b>				
<b>Source and Use</b>				
	<b>General Fund</b>	<b>Alpharetta Youth Baseball Association</b>	<b>Alpharetta Business Community</b>	<b>Total</b>
<b>Sources:</b>				
Available Fund Balance	\$ 4,661,795	\$ -	\$ -	\$ 4,661,795
(1) Recurring Capital Program	2,425,000	-	-	2,425,000
(2) Project Contributions	-	25,000	325,000	350,000
	<b>\$ 7,086,795</b>	<b>\$ 25,000</b>	<b>\$ 325,000</b>	<b>\$ 7,436,795</b>
<b>Uses:</b>				
(3) Capital	\$ 5,559,750	\$ 25,000	\$ 325,000	\$ 5,909,750
	<b>\$ 5,559,750</b>	<b>\$ 25,000</b>	<b>\$ 325,000</b>	<b>\$ 5,909,750</b>
<b>Reserve:</b>				
Future Capital/one-time Initiatives	<b>\$ 1,527,045</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,527,045</b>

(1) Represents funding programmed within the General fund budget to cover recurring capital needs (e.g. milling & resurfacing of city roadways, fleet replacement, etc.).

(2) Represents contributions for allowable projects (i.e. ABC: North Point Parkway Sidewalk; AYBA: replacement of fencing at Wills Park baseball fields 1-3).

(3) All Capital Initiative funding will be transferred and accounted for within one of the City's capital project funds.

The city's capital improvement program ("CIP") has the most visible and long-term effect on the quality of life for our stakeholders. Through an aggressive CIP, improvements to transportation, access to quality cultural and recreational opportunities, partnering with local businesses for continued economic development, and providing infrastructure and assets for public safety are afforded.

Please refer to the *Capital Initiatives* section for a detailed listing of capital initiatives by funding source.

### **Proper Use of Fund Balance**

General Fund - Based on audited financial statements for the year ended June 30, 2011, the city's fund balance totaled \$20.6 million. Of this amount, approximately \$4.4 million was appropriated in the FY 2012 Budget for capital/one-time initiatives, \$862,110 was designated for future OPEB<sup>9</sup> costs, and \$10.6 million has been designated as an emergency account based on a conservative policy of 21% of total appropriations (i.e. roughly 2½ months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time capital expenditures. Available capital/one-time initiative funding for FY 2013 totals \$4.7 million.

### **Funding Recurring Capital from Operating Budget**

FY 2013 includes appropriations totaling \$2.4 million within the General Fund to cover recurring capital initiatives (e.g. milling & resurfacing of city streets, traffic equipment maintenance, fleet replacement, etc.). Funding is derived from both general revenue (\$250,000) and millage savings from debt reductions (\$2.18 million).

By programming the recurring capital program into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated.

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<sup>9</sup> Other Post-Employment Benefits (OPEB) are benefits that that an employee receives upon retirement. For the city, eligible retirees are offered the same health and prescription drug coverage as active employees. However, unlike active employees, retirees pay 100% of the blended premium afforded to the city. The city's only exposure is the accounting treatment of the implicit rate subsidy (the additional cost of including retired employees in the same healthcare plan used by current employees). The \$862,110 reserve fully funds the OPEB liability at September 30, 2011. The city has established an OPEB trust for these monies.

## Partner Contributions

The FY 2013 budget includes \$350,000 in contributions from several strategic city partners including: \$325,000 from the Alpharetta Business Community for construction of a sidewalk<sup>10</sup> along North Point Parkway (Old Milton to Preston Ridge); and \$25,000 from the Alpharetta Youth Baseball Association for replacement of the fencing at Wills Park baseball fields 1-3.

In closing, this budget is committed to continuing our focus on providing effective and efficient savings to our citizens and stakeholders.

Respectfully Submitted,



David Belle Isle  
Mayor



Robert J. Regus  
City Administrator



Thomas G. Harris  
Finance Director

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<sup>10</sup> Eligible projects includes those sidewalk improvements that meet the entity's goals of connecting hotels to historic or business districts within the city through bicycle or pedestrian greenways, trails, walkways, etc.



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# **OPERATING INITIATIVE** **REQUESTS**



**Art in the Park (April through October) \$2,200**

Art in the Park is held April through October (last weekend of each month) and is sponsored/organized by Gallery 35/Buddy Gash (ABA board member). As many as 35 local artists offer artwork for sale and some artists may be exhibiting their talent as well. The event takes place on the corner park across from City Hall. The event is bringing the community downtown each month. In efforts to support the seven events in 2011, the city provided road blocks, electricity, and consulting. In 2012/2013 the event is expanding, and we want to offer the same services along with city website calendar listing and entertainment for the community.

**Fall Brew Moon Fest – (Sat.) October 6, 2012 \$9,545**

The Brew Moon Fest was a 2011 Alpharetta Business Association (ABA) sponsored event with the city providing support through event consulting and logistics. The ABA has requested that the city support two Brew Moon Fest events a year (Spring & Fall) beginning this year. The event contains live music, dancing and dining that all take place on Milton Avenue. The initiative request for 2012 reflects the same support that the city gave ABA during the October 2011 Brew Moon Fest but allows for those expenses to be budgeted for.

Major cost components include staff time for setup/breakdown/safety (e.g. cones, barricades, message boards, stage, etc.). As this event is done in partnership with the ABA, pre-event staff time for planning is not included in this initiative nor are certain other expenses such as band, beverages, food vendors, additional tents, tickets, arm bands, signage, etc. These expenses were funded by ABA in the past and are not included in this initiative (i.e. initiative request does not reflect the full cost of the event). In 2011 the Brew Moon Fest was held following the Scarecrow Harvest (city sponsored event). Since some expenses were common to both events, the cost of supporting the Brew Moon Fest was able to be reduced to \$9,545 (a savings of \$6,920 from what would otherwise have been experienced).

**Spring Brew Moon Fest – (Sat.) June 2013 \$16,465**

The Brew Moon Fest was a 2011 Alpharetta Business Association (ABA) sponsored event with the city providing support through event consulting and logistics. The ABA has requested that the city support two Brew Moon Fest events a year (Spring & Fall). The event contains live music, dancing and dining that all take place on Milton Avenue. The initiative request for 2012 reflects the similar support that the city gave ABA during the October 2011 Brew Moon Fest.

Major cost components include staff time for setup/breakdown/safety (e.g. cones, barricades, message boards, stage, etc.). As this event is done in partnership with the ABA, pre-event staff time for planning is not included in this initiative nor are certain other expenses such as band, beverages, food vendors, additional tents, tickets, arm bands, signage, etc. These expenses were funded by ABA in the past and are not included in this initiative (i.e. initiative request does not reflect the full cost of the event). The 2013 Spring Brew Moon Fest would not be held on the same day as a city event, therefore the event expenses increase.

**Downtown European Market - (Sat./Sun.) September 2012      \$13,215**

The European Market would be held in Downtown Alpharetta. The Market would consist of vendors/gatherers in the following categories; vintage home furnishings & decor, art, handmade jewelry, fashion clothing & accessories, garden, objects d'art artisan foods & produce. There would be one large tent along with pop-up tents. The event would take place in September 2012 on a Saturday & Sunday with set up on Friday.

The City of Alpharetta would contract with Tina Soucie Cantillo of TS Design Services to coordinate with her vendors and plan the event. The requested funding would pay for coordinator fees, labor, tent, banners/signage, front signage, some advertising, website, admin, and some misc. expenses. The city would provide basic city services such as road closures, advertising, dumpsters, trash cans, street sweeper, port-o-potties, etc. This would be similar support as the October 2011 Brew Moon Fest.

**Vintage Corks & Gourmet Food Trucks – Spring or Fall 2013      \$20,960**

Vintage Corks and Gourmet Trucks is a Wine and Food Event in downtown Alpharetta. A wine event was requested by the Alpharetta Business Association. The fall 2013 date is preferred to give time to research, find partners, and create a plan. The actual event concept would hopefully bring together Georgia Wine Growers and Gourmet Food Trucks. The community would come out on a spring or fall evening to enjoy wine pairing with food prepared by mobile gourmet food chefs. Included in the event would be live acoustic music tucked around downtown. The festival could also feature a renowned local chef, local farmers and artisans, exclusive GA wines and local musical artists. With the correct wine partner, they could offer wine classes leading up to the event or during the event.

Major cost components include: advertising; staff time for setup/breakdown/safety (e.g. cones, barricades, message boards, etc.); and rental/setup/breakdown of the sound equipment, tables, chairs, tents, dumpsters, trashcans, port-o-potties, etc.

**Alpharetta Farmers Market (April through October)      \$2,750**

Alpharetta Farmers Market is sponsored and organized by the Alpharetta Business Association and is located in the City Hall parking lot. You will find farmers with fruits and vegetables, gardeners with fresh flowers and plants, and makers of all sorts of edible home goods from yummy desserts to local raw honey and homemade sauces and jellies. The event creates community and a reason for people to come downtown each month. In efforts to support the 30 events in 2011, the city provided road blocks, electricity, consulting, public works services, and more. In 2012 we want to offer the same services along with city website calendar listing and entertainment for the community.

**Resthaven Cemetery Tours (Spring or Fall 2013)      \$10,880**

This would be a tour of Old Milton County's four acre cemetery in Historic Downtown Alpharetta. Hopefully partnering with the Alpharetta Historical Society and a local acting guild, we would organize a cemetery walking tour. It could begin at Smoke Jacks restaurant (which was the funeral home) walk through a few of the downtown historical markers; then into the cemetery; and finally end at the Future Farmers of America Log Cabin. Actors would dress up as local historical figures and wait by their grave site. Different members of the Alpharetta

Historical Society would describe the local history and then introduce the historical actor in costume. The entrance and pathways in the graveyard could be lighted to illuminate the entire graveyard. The earliest recorded grave in the cemetery is that of Susan K. Camp Garrison born in September 1822. Susan was the daughter of Arthur Camp, who sold property, Land Lot 1269, to Milton County in 1858 for the creation of Alpharetta. Major cost components include advertising, prop acquisition (e.g. period clothing), and professional services (e.g. tour guides). This initiative request would require more research to accurately reflect the expenses.

**Special Events Coordinator (part-time; 0.5 FTE) \$20,015**

The Special Events Division currently consists of a Special Events Manager (full-time), and two part-time Special Events Coordinators. Special Events staff has experienced an increased workload associated with its current event lineup (e.g. moving the Taste of Alpharetta to the downtown) and does not have sufficient staff resources to fully manage and implement the additional events set forth within the FY 2013 Budget.

This request is for an additional part-time Special Events Coordinator (0.5 Full-Time Equivalent position) to assist the Special Events Manager in implementing and running the additional special events recommended for the FY 2013 Budget.

**Public Safety Department**

**Air & Light/Rehab Truck Lease (Public Safety Dept.) \$60,000 (lease pmt.)**

This request is for the funding of an annual lease payment for the purchase of an Air & Light/Rehab truck to replace two vehicles that currently perform similar functions but are not meeting the department's needs.

The current vehicle performing the Air & Light functions is a 1995 E1 with 54,000 miles that was purchased as a rescue vehicle. Several years ago it was retrofitted for air and light by shoe-horning a portable air compressor into it and hanging lights on it. However, the weight of the generator pushed it over the manufacturer's recommended weight rating and, combined with the lighting, taxed the electrical system. It will run either the generator or the lights but not both, and mechanically it's racking up maintenance expense (over \$20,000 since mid-2007).

The current vehicle performing the Rehab function (e.g. carries food, water, Gatorade, etc. for major and/or extended incidents) is a 1997 Ford with 27,000 miles.

The new vehicle will allow for the surplus of both pieces of the current fleet. The new Air & Light/Rehab truck is estimated to cost \$500,000. The lease has a 10-year term with estimated annual payments of \$60,000.

**Engineering & Public Works/Community Development Departments**

**Enterprise Permitting/Work Order Mgmt Software \$133,000 (lease pmt.)**

This request is for the procurement of an enterprise management system for the city's permitting, code enforcement, and work-order functions (Engineering and Public Works/Community Development/Recreation and Parks/General Administrative) that represents a replacement/upgrade to existing legacy systems that are not integrated.

The Community Development system is still supported by the vendor but no longer sold (Permits Plus). Staff anticipates that the vendor will eliminate support in the short-term (next several years) which will necessitate an upgrade/replacement. Engineering and Public Works (EPW) is using a FileMaker Pro system that was designed and instituted to manage and capture requests-for-services and work orders as an interim solution until a commercially acceptable solution could be procured. Currently there are duplication of entry and effort between EPW and Community Development. These systems are not integrated and do not directly provide GIS integration. The enterprise management system is needed in order to support both internal and external functions in order for the city to provide modern and efficient services to its customers. Cost estimates for the software are from the Information Technology Department (based on preliminary discussions with vendors).

*One-time Costs*

Software/Equipment/Conversion/Implementation \$850,000

*Lease Financing*

The lease terms include:

- 7-year term;
- 3.0% fixed int. rate (est.);
- No closing costs; and
- \$133,000 annual pmt.

*Annual Maintenance*

Annual maintenance costs include programming, system maintenance, etc. and are estimated at \$40,000 annually. This figure will be partially offset through elimination of the current system's maintenance costs (approx. \$21,000 for Permits Plus and that does not include staff time invested in FileMaker application). However, this savings will not be realized until completion of the implementation period.

**Information Technology Department**

**Remote archiving of City Data \$15,000**

With the implementation of enterprise data management for the city, it is now possible to provide off-site management of archived city data through the internet (Cloud Technologies). This data will be planned to be updated monthly with a year's set of data maintained. This will be a service provided by a facility located geographically remote from the North Georgia area so as to minimize the possibility of catastrophic events jeopardizing the security and reliability of city data. Currently, full data backups are completed and stored locally. This initiative does not fund full Disaster Recovery services.

**Network Analyst II (previously unfunded; 1.0 FTE)      \$70,000** (net cost to the City = annual position cost – current seasonal funding)

There is a critical need to address the funding to a full-time employment level the Network Analyst II position that is currently funded as a seasonal/temporary position. This position was originally created and approved by the Mayor and City Council in the 2009 Budget but was left unfunded due to the unknown impacts of the Fulton County property assessment changes during the summer of 2008.

This position has been left to be funded ever since waiting for a time of economic stability. Since that time we have been in a position of a single point of failure for the critical skills needed to maintain our network integrity and business continuity. We have supplemented our Network Manager with limited consultant support (due to the high costs of private contractors). Last year, we received approval to hire a part-time independent contractor at a reduced hourly rate to help support our network work load and to create a fail-over capability in case something should happen to our Network Manager.

While better than nothing, this is far less than ideal and does not address the need of full-time mirroring of our network support needs. Given the increasing complexity and work demands of supporting our modernized network systems and infrastructure, it is past due time to fund this position to a full-time status.

Over the past four years, the City Information Technology infrastructure and systems have gone through a major evolution (some would say revolution) in modernization and standardization to industry standards: Data Center and remote networking renovations, CISCO networking infrastructure linking City facilities, 911 Data Center, Virtualization of physical servers, enterprise management of City data and SRM between existing data centers, and a CISCO telephony VOIP implementation with unified communications, OSSI Pubic Safety System, and Tyler/Munis Financial Systems to mention the major implementations. Coming soon is the implementation of appropriate Cloud based technologies such as remote archiving and disaster recovery, virtual desktops and applications, and the world of tablet and mobile technologies that can support such systems as Enterprise Work Order Management, Paperless Agendas, etc.

It is a matter of fact that as you deploy more sophisticated and powerful technologies to serve your needs, you have to pay for the resources including the labor costs to evolve and support these systems.



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# **CAPITAL INITIATIVE** **REQUESTS**

# City of Alpharetta FY 2013 Budget Capital Initiative Requests (Narrative)

## Executive Summary

Recurring Capital Program	\$ 2,425,000
Available Fund Balance	4,661,795
Alpharetta Youth Baseball Association <sup>1</sup>	25,000
Alpharetta Business Community <sup>2</sup>	<u>325,000</u>
<b>Total Sources:</b>	<b>\$ 7,436,795</b>
FY 2013 Recommended Capital Initiatives	<u>\$ 5,909,750</u>
<b>Total Uses:</b>	<b>\$ 5,909,750</b>
Reserve for Future Capital/One-time Investment:	<b>\$ 1,527,045</b>

## Recurring Capital Program

Priority I:  
Imperative/  
Urgent

### Engineering & Public Works

#### **Recurring Traffic Signal System Maintenance** **\$35,000**

Priority I - This request is for the continual maintenance and repair of vehicle detectors (sensors that tell the traffic signal a car is waiting) and traffic signal communications throughout the city. Vehicle detectors are required to be repaired and/or replaced in order to maintain traffic signal responsiveness. Traffic signal communications enable the intersections to work together and smooth traffic flow.

Priority II:  
Essential/  
Needed

#### **Recurring Milling and Resurfacing** **\$1,500,000**

Priority I - This request is for the on-going maintenance of milling and resurfacing of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair.

Priority III:  
Important

The following projects are included in the FY 2013 funding request:

- Windward Pkwy (Camp Creek Bridge to McGinnis Ferry)
- Cape York Trace (Glen Abbey Dr to cul-de-sac)
- Barnesley Lane (Glen Abbey Dr to cul-de-sac)
- Kirkstall Trail (Windham Way to cul-de-sac)
- Bisland Court (Windham Way to cul-de-sac)
- Jacaranda Court (Sandridge Court to cul-de-sac)
- Windfall Court (Providence Place Dr to cul-de-sac)
- Wills Rd (SR9 to Old Milton)
- Alderman Dr (Windward Pkwy to Windward Concourse)
- Big Creek Overlook (Webb Bridge to end)
- Marconi Drive (Windward Parkway to end)

<sup>1</sup> Contribution towards replacement of the fences at Wills Park baseball fields 1-3.

<sup>2</sup> Contribution towards eligible sidewalk project (North Point Parkway – Old Milton to Preston Ridge).

- Spruell Circle (Wittenridge Dr to Baptist Church)
- Cutty Stark Way (Flying Scot to cul-de-sac)
- Old Morris Rd (Morris Road to cul-de-sac)
- Woodbury Way (Centennial Dr to cul-de-sac)
- Providence Place Dr (Providence Rd to cul-de-sac)
- Waters Cove Way (Waters Rd to cul-de-sac)
- Ratcliff Cove (Centennial Dr to cul-de-sac)
- Centennial Dr (Waters Rd to cul-de-sac)
- Providence Place Wy (Providence PI Dr to cul-de-sac)
- Sundew Ct (Sundew Dr to cul-de-sac)
- Pine Walk Way (Pine Walk Dr to cul-de-sac)
- Sundew Dr (Park Bridge Pkwy to cul-de-sac)
- Leycroft Ct (Kingsmark Trail to cul-de-sac)

**Recurring Traffic Control Equipment \$35,000**

Priority I - This request is for the repair/replacement of traffic signal parts and supplies. Purchase of this necessary equipment will provide ongoing maintenance to the city's existing traffic system.

**Recurring Traffic Striping and Signage \$75,000**

Priority I - This request is for the (a) replacement and repair of traffic striping and traffic control signs and the (b) restriping of city roadways after milling and resurfacing. This funding will provide ongoing maintenance to the city's existing traffic system.

**Recurring Traffic Calming/Intersection Safety Improvements \$37,500**

Priority I - This request is for the identification and implementation of safety improvements in neighborhoods and at high crash rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the city. Projects will consist of roadway striping, signage, channelization, and minor widening to mitigate existing safety deficiencies. Program will enhance public health and safety for users of the city's transportation system.

**Recurring Storm/Drainage Repair \$100,000**

Priority I - This request is for the continual maintenance and repair of small drainage work within the city. We are required by the State to maintain our existing storm sewer system. The stormwater inspections have shown approximately 15% of structures to be in need of repair (estimating 300 structures per year in need of repair). This account is used for: (1) smaller repairs such as grouting, paving inverts, and replacing tops; (2) vacuuming sediment/debris out of pipes to restore capacity; and (3) annual maintenance on the city's 10 stormceptor units, 8 oil/water separators, and city-owned detention ponds (as required by the Georgia Environmental Protection Division).

**Information Technology**

**Technology Replacement (all city departments)**

**\$250,000**

Priority I - This request is to provide for the annual replacement of technology for all city departments. As in prior-years, funding for technology replacement is being provided through General Fund revenues but is requested to be placed in one capital project account to allow for more efficient management (as opposed to being spread across multiple departments based on an estimate of replacement needs which may or may not equate to the actual need during the fiscal year).

The current city standards for technology replacement (based on funding availability) are as follows: servers (5-years); SANS – storage (5-years); desktop PCs (4-years); laptop PCs (3-years); iPad tablets (2-years); large scale multi-function printers (MFPs) (5-7 years); small scale MPFs (5-years); small printers (3-5 years); desktop UPS (electrical service backup) (3-years); network UPS (closets) (4-years); network routers/switched/firewalls (5-years); telephony gateways (7-years).

In prior years, technology replacements have been appropriated within the departmental operating budgets based on an estimated replacement schedule for the underlying equipment. While this is effective from a departmental cost tracking standpoint, it is inefficient from a management standpoint and subjects departments to wide variances in their budgets that are not necessarily reflective of their operations. Currently, the IT department does not have full flexibility to base replacement solely on greatest need. For example, if a given department's computer was not estimated for replacement in a given year, budget would not have been allocated for said replacement. If the computer fails, that department would have to find funding elsewhere in its budget to cover the unanticipated replacement. Upon creation of this annual project account, the IT Department can allocate replacement funding based on need as opposed to whether or not a specific piece of technology was budgeted for replacement. Also, the IT Department maintains records of technology replacement and can still provide departmental cost figures. Additionally, this insulates departments from wide swings in their annual budgets that are not due to a change in their operations but rather to technology coming due for replacement (similar to how fleet is currently managed).

**Public Safety**

**Fleet Replacement (Qty: 10 - smoothing)**

**\$392,500\***

Priority I - This request is for the forecasted annual replacement of police and fire sedans, light trucks and motorcycles. The replacement need is driven by the mileage and mechanical condition of the vehicles. Emergency response vehicles are expected to last more than 125,000 miles; administrative vehicles are run somewhat longer.

The forecasted need over the next 4-years based on a mileage threshold of 125,000 miles is as follows: FY 2013 (10 vehicles); FY 2014 (16 vehicles); FY 2015 (35 vehicles); FY 2016 (30 vehicles). Due to the anticipated replacement spike in FYs 2015-2016, the city is recommending that replacement funding be smoothed over the four year period. Specifically, the city can insulate the capital budget from a spike in FYs 2015-2016 by funding an amount equivalent to the

annual replacement of 20 vehicles and allowing the unspent funds to pool in the replacement account until needed.

The average cost per vehicle is lower than in recent years, as the department will have completed its analog-to-digital transition of radios and cameras and these two expensive pieces of equipment will be moved from old cars to new. Most of the other equipment, such as light bars and partitions, cannot be moved due to vehicle body style changes over the life of the cars. Funding is included within this request to replace the other equipment as needed.

Forecasted cost increases represents the potential discontinuation of the Impala police package which will result in conversion costs (e.g. new light bars). Due to funding constraints, the replacement schedule may deviate from what is shown above.

\* The forecasted funding need is \$620,000. Funding is split between the recurring capital program (\$392,500) and available fund balance (\$227,500).

## **Fund Balance**

### **City Administration**

#### **Downtown Loan Buy-down/Façade Improvement Program      \$40,750**

Priority II - This request is for seed funding for the loan buy-down and façade grant program which is used to incentivize downtown building renovations and improvements. This small city investment has resulted in over 16 private renovation projects in downtown over the past 12 years.

#### **Economic Development Initiatives      \$300,000**

Priority II - The City of Alpharetta places a high priority on creating and developing a healthy community that promotes economic growth, creates jobs, retains existing businesses, and attracts new business and citizens to the area. This funding would be used for economic development programs/initiatives that support the city's economic development goals.

#### **Community Branding Initiative      \$100,000**

Priority II - This capital request is for development of new branding of the City of Alpharetta. This branding would be consistent with our community's position as a leading technology center, hub of business activity, and community with unparalleled quality of life. The new brand would serve as the foundation of all future marketing efforts and is a corner piece of Alpharetta's economic development efforts.

### **Engineering & Public Works**

#### **Recurring Mast Arm Maintenance      \$225,000**

Priority I - This request is for the painting of mast arms and pedestrian/vehicular lighting (collectively the "fixtures") throughout the city and will be phased in over multiple years. Painting the fixtures black will increase the aesthetics of downtown Alpharetta. The project will consist of sandblasting the fixtures and then applying an industrial paint. Depending on the size of the fixtures and the amount of traffic traveling through the intersection the average cost per intersection ranges from \$6,000 to \$8,000. Painting the fixtures will improve the

overall aesthetic of the city and provide a uniform appearance. The goal is to paint all mast arms at city intersections over the next three years. Accordingly, funding in similar amounts will be requested in FY's 2014 and 2015 to accomplish this goal.

**Recurring Design Services** **\$75,000**

Priority I - This request is for various design services associated with minor projects unable to be completed by city staff. Such services include structural designs and or evaluations, sub-surface geotechnical investigations, miscellaneous right-of-way/easement research. Utilizing experts in various fields enables city staff to make the appropriate decisions related to resolving construction issues. Additionally, the information gathered by the design professionals allows staff to properly design or address issues in the field.

**Recurring Bridge Maintenance** **\$300,000**

Priority I - This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city owned bridges. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions.

Work items based on 2010 GDOT Inspections and include Waters Road at Long Indian Creek (\$220,000) and funding for miscellaneous repairs as needed.

**Tree Planting and Landscape Improvements (recurring)** **\$75,000**

Priority I - This request is for annual tree planting and landscape improvements within city right-of-ways and medians. FY 2013 request consists of tree planting along Kimball Bridge Road in the area of current and recent past intersection projects. Landscaping along Kimball Bridge Road would be of similar scale compared to Webb Bridge at Shirley Bridge. The city would partner with various homeowner associations to perform the required maintenance, while the City would implement the proposed plan. The homeowner associations would have direct involvement in the design process. The city will offset a portion of project costs through tree bank funding (i.e. for allowable tree plantings; although the \$ figure will not be known until designs are completed).

**South Main St. – Operational Improvements (design)** **\$100,000**

Priority I - This request is for design documents that incorporate strategies identified by the GDOT State Route 9 (SR 9) concept report. Roswell Street's terminus at SR 9 is realigned to meet Devore Road, conveying traffic from the north to Haynes Bridge Road and GA 400. In addition, traffic flow is optimized with medians and strategic median openings; Maxwell Street is terminated at SR 9 as a T-intersection; and pedestrian accommodations/enhanced sidewalks will be incorporated. Additionally, this project involves development of detailed environmental and right-of-way documents (Georgia Department of Transportation).

**Douglas Rd. Sidewalk – Oak Tree Hollow to city limit** **\$150,000**

Priority I – This request is for the construction of sidewalk along the west side of Douglas Road from Oak Tree Hollow south to the City Limits. This will tie to a sidewalk segment proposed by City of Johns Creek to be constructed during their upcoming Fiscal Year. When both sidewalk segments are completed, contiguous sidewalk access will be provided along the westside of Douglas Road from McGinnis Ferry Road to Jones Bridge Road. By connecting to sidewalk on Jones Bridge Road, this project would also connect to sidewalks along Kimball Bridge Road and ultimately to Webb Bridge Park.

Design work for this sidewalk segment was completed by Engineering & Public Works staff during FY 2012.

**Cumming St. and Jayne Ellen Way Drainage Imp. (design)** **\$35,000**

Priority I – This request is for the removal of sediment buildup in the double 10' x 5' culvert on Cumming Street near Jayne Ellen Way and in the triple 5.5' x 4' culvert on Jayne Ellen Way. This project will include (1) re-vegetation of areas impacted by this extreme sedimentation and (2) stream bank restoration along the channel edges near the culverts. This project has been identified after resident inquiries to the city expressing concern over flooding potentials due to reduced capacity in the culverts. Georgia Environmental Protection Division stream buffer variances and Army Corps of Engineers permits are expected with this project.

FY 2013 funding is for full survey, design, and permitting through the city's on-call consultants.

Construction costs are estimated at \$60,000 and will be requested as part of the FY 2014 capital budget.

**Church St. Drainage Improvements** **\$150,000**

Priority I – This request is for drainage improvements along Church Street. Stormwater runoff from Church Street flows into a catch basin on the north side of Church Street near the intersection with Highway 9. The storm piping continues through various private properties generally paralleling Highway 9 and Violet Garden Walk. The storm piping and inlets in this area have deteriorated and if left unfixed could inhibit water flow causing flooding on the roadway. Work consists of adding additional pipe and replacing existing pipe. This project will include a survey, in-house design, easement acquisition, and new pipe and structure installation. Easements are required due to installing new pipe.

**Pipe and Storm Structure Replacements** **\$200,000**

Priority I – This request is for pipe and structure replacement at four locations within the city. Each location has a specific drainage maintenance problem that is beyond the small project scope covered in the recurring storm/drainage repair account. Projects include:

211 Brooke Drive - The homeowner has contacted the city about multiple sink holes forming on top of a 48" storm pipe in her side yard. This pipe drains water from Brooke Drive and the surrounding neighbors. The city has historically provided maintenance on pipes of this nature in the subdivision. This project

would consist of replacement of two storm structures and approximately 150 linear feet of 48" pipe. It would require easement acquisition. Estimated cost = \$50,000.

Spruell Circle - Homeowners in Kimball Crest have contacted the city about clogged roadway drains that are causing flooding in their yards and threatening their homes. Public Works maintenance crews have this location on their list for frequent visits to clean leaf litter off the storm grates. This project would replace 3 roadway grate structures with new catch basins that will be less likely to clog. Estimated cost = \$28,500.

Laurelwood Lane - The culvert under Laurelwood Lane (near 125 and 137 Laurelwood Lane) is showing signs of failure. The flumes have detached from the road and fallen into the creek and the roadway appears to be failing at the shoulder. This project will replace the culvert carrying a live stream, install two catch basins, replace curb and gutter, and mill and overlay the roadway adjacent to the project. Estimated cost = \$48,000.

Henderson Parkway - (Near 2005 Brookridge Terrace). The downstream headwall of the culvert carrying a live stream is deteriorating and erosion is occurring at this failure. This project will replace the headwall, backfill with dirt, and stabilize the stream banks. Estimated cost = \$36,500.

Residual funding will be used for targeting drainage issues as they arise.

**N. Main St. Walk Drainage Imp. (N. Main St. to Canton St.)      \$180,000**

Priority I – This request is for drainage improvements at North Main Street Walk (retail development at North Main Street and Cumming Street). Currently, the stormwater runoff from this development enters North Main Street 24-48 hours after a rain storm and is not entirely contained in the gutter. If weather patterns occur that include rain followed days later by freezing temperatures, a potential hazard can occur. This project will pipe the outflow from the underground stormwater management system to the nearest storm inlet on the east side of Highway 9 (open cutting the roadway, laying pipe, and repaving) to remove the surface drainage issue. This project will require a Georgia Department of Transportation permit.

**F-150 Extended Cab (replacement)      \$35,000**

Priority I - This request is for the replacement of a 2003 F-150 Extended Cab (9-years old). The 2003 F-150 has 95,210 miles and warrants replacement based on age and repair costs. Repair costs for these vehicles are escalating and replacement parts can be difficult to locate. The replacement F-150 will be two-wheel drive since four-wheel drive is not necessary for this replacement.

**Archive Filing and Scanning      \$25,000**

Priority I - The Engineering & Public Works archive files need to be sorted, scanned, and archived in the off-site records center to be consistent with citywide records retention procedures. The current onsite archive files have reached their capacity. New projects are unable to be properly filed. Completed project files are accessed by staff in response to open records requests and are used in review of proposed construction projects. This process will scan all document and drawing

files and make them readily available electronically and will take the hard copies off-site for proper storage. This project will include employing a temporary part time worker to help label and organize each document in the file cabinets so that unique specific titles can be given for each scan.

**Downtown Improvement Survey** **\$75,000**

Priority I - This request is for survey services within the downtown area. The survey information will be utilized for various improvements to the downtown area including, but not limited to, streetscape, traffic operations, additional parking, and aesthetic treatments. The survey areas will include:

Roswell Street/Canton Street - from Old Milton Parkway to Church Street

Old Roswell Street - from Roswell Street to Milton Avenue

Old Canton Street - from Milton Avenue to Canton Street

Milton Avenue/Academy Street - from Roswell Street/Canton Street to existing Haynes Bridge Road

Marietta Street - from Roswell Street to S.R. 9/Main Street

**Downtown Enhancements** **\$90,000**

Priority I - This request is for the design, installation, and repair of streetscape/aesthetic enhancements throughout the downtown area. Improvements consist of new trash receptacles, kiosks, benches, arbors, and landscape enhancements to city owned property.

**Information Technology**

**Backup Data Storage Management** **\$120,000**

Priority I - This request is to provide on-site backup storage capability for the city's enterprise data management needs. The old tape backup system is at the end of its useful life and does not provide the necessary performance and reliability our data centers and virtualized technology require. To that end, there have been multiple storage drive failures during the first quarter of 2012 that has resulted in network down-time. This request is separate from the off-site archival capability that will be requested as an operating initiative in the FY 2013 budget.

**GIS Aerial Mapping** **\$50,000**

Priority I - This request is for aerial mapping including planimetrics (required every 3-years) which provides critical updates to the GIS basemap. There is the probability that this can be a joint project through the cooperation with the City of Roswell, City of Sandy Springs, City of John's Creek, The City of Milton, and the City of Dunwoody to help reduce this cost. Training for GIS Staff is included regarding the application updates.

**Public Safety**

**Fleet Replacement (Qty: 10 - smoothing)** **\$227,500\***

Priority I - This request is for the forecasted annual replacement of police and fire sedans, light trucks and motorcycles. The replacement need is driven by the mileage and mechanical condition of the vehicles. Emergency response vehicles

are expected to last more than 125,000 miles; administrative vehicles are run somewhat longer.

\* The forecasted funding need is \$620,000. Funding is split between the recurring capital program (\$392,500) and available fund balance (\$227,500). A detailed project description can be found under the "Recurring Capital Program" section of this document.

**Fire Gear (replacement) \$75,000**

Priority I - This request is for replacement of fire/rescue/hazmat equipment. All of these items have a finite service life and must be replaced when this is reached. Trying to extend this life puts the firefighters using the equipment at considerable risk of injury from sudden and traumatic equipment failure, e.g. an old air bottle failing under pressure. Replacement will be prioritized based on the funding allocation provided.

Equipment to be replaced includes turnout gear, hazmat suits and equipment, fire hoses, self-contained breathing apparatus (SCBA) harnesses, etc.

**Firehouse Software Upgrade \$52,500**

Priority II - This request is for an upgrade to the city's Firehouse software which is the record management system for the Fire Department (storing and organizing schedules, case reports, fire inspections and plans). The database is presently accessible through networked computers but not via internet-enabled devices. The upgrade would enable the software to support iPads, smart phones and other web portals. This is essential for Fire Inspections and desirable for Fire Suppression, as it would enable them to access data such as building plans and hazardous material alerts on scenes that would not otherwise be readily available.

**Motorcycle Equipment (cameras/printers) \$30,000**

Priority II - The request is for the purchase of cameras and hand-held computer/ticket writers for Police motorcycles. The cameras are the same make as those mounted on Police car dashboards, adapted for motorcycles. They hold the same value for motor officers as for other officers, providing both evidence of offenses and documentation of citizen encounters. The computer/ticket writers would automate the process of running drivers license and tag information and generating citations. These functions have been available in patrol cars for some time, but the equipment used in cars does not adapt easily to motorcycles. The department has been testing various approaches to meeting these needs and concluded that hand-held devices, as opposed to various compact computer-printer combinations, are the most durable and cost-effective. The camera system (\$5,000) and hand-held computer/ticket writer (\$5,000) will cost \$10,000 for each motorcycle and there are seven motorcycles. Four motorcycles have been equipped with the cameras/printers. This request will equip the final three units.

**Cardiac Monitor Upgrades (Qty: 8) \$52,000**

Priority II - This request is for the replacement and upgrade of 8 cardiac monitors for the Fire Department that provide numerous benefits including the ability to evaluate the effectiveness of treatment in cases of respiratory and cardiac arrest.

The technology, known as Continuous Waveform Capnography, confirms proper advanced airway placement and ensures that CPR is being administered correctly. The American Heart Association released a new Standard of Care in 2010 that makes this capability an essential component of Advanced Cardiac Life Support.

**Recreation & Parks**

**Wills Park Recreation Ctr. Multi-Purpose Floor (replacement) \$30,000**

Recreation Commission<sup>3</sup> Priority #1

Staff Priority #1a

This request is for the replacement of the multi-purpose floor at the Wills Park Recreation Center. This project includes removal of existing flooring and subflooring, level/replace 2 X 10 floor joists, install new subfloor to joists, install & seal new oak flooring. This room is used for Aerobics, Karate, Zumba, Summer Camp, and rentals.

**Recreation and Parks Master Plan (update)**

**\$35,000**

Recreation Commission Priority #N/A

Staff Priority #1b

This request is for funding to update the Recreation and Parks Master Plan (2008-2013). The current 5-year master plan was developed in June 2008 and was based on input and ideas from citizens, staff, Recreation Commission, and City Council. There have been changes in our community, in the economic climate, and in the city's leadership since the last plan was adopted. It is vital that the plan be updated to more accurately reflect where we are and what we can realistically achieve in the next 5 to 10 years. To maintain our national accreditation, the department master plan must be updated regularly (every 5 to 10 years). Also, when we apply for grants such as DNR (Department of Natural Resources), LWCF (Land & Water Conservation Fund), CDBG (Community Development Block Grant), etc., having an up-to-date master plan is more appealing and improves the chance of the city being awarded grant funding. This project estimate was not available at time of Recreation Commission prioritization.

**Recware Safari Upgrade (software)**

**\$75,000**

Recreation Commission Priority #N/A

Staff Priority #1c

This request is for funding to upgrade Recreation and Parks (ARPD) computer software. ARPD began using Recware Safari in 1998. Active Network, the company that now owns Recware Safari, is phasing out Safari which will make the software obsolete in a few years. Active Network is offering current Safari users an opportunity to upgrade to a more advanced system. In addition to providing an enhanced software system for customer registration and facility reservations, the upgrade would include data conversion from Safari to ActiveNet and additional functionality such as memberships and a street database upload. ActiveNet is fully hosted by the vendor, should integrate with the new Finance

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<sup>3</sup> The Recreation Commission prioritized projects on a 1-15 scale with "1" being the highest priority. Priorities 1-4 and 6 have been recommended herein for funding as part of the FY 2013 capital budget. Priorities 5 and 7-15 have been included in the city's 5-year capital plan to facilitate future project and funding planning. A complete list of the Recreation Commission priorities is available from the Finance/Recreation & Parks Department.

Department software system, and have minimal if any impact on the Information Technology Department's support of ARPD software. Active Network does not charge an annual maintenance fee as Safari did. ARPD will pay Active Network based on a percentage of the revenue generated by ARPD through ActiveNet transactions. This transaction fee can be added to the program participation fee (i.e. paid by the customer) or deducted from the program participation fee (i.e. paid by the city). This project estimate was not available at time of Recreation Commission prioritization.

**Wills Park Equestrian Ctr Used Water Truck (fleet addition)     \$20,000**

Recreation Commission Priority #N/A

Staff Priority #1d

This request is for the addition of one water truck for the watering of the equestrian arenas/roadways for dust control. This vehicle will eliminate the need for sprinkler irrigation and save on water consumption as the spray nozzles on the water truck would enable more exact targeting of water to the needed areas.

The department is proposing to purchase a used water truck which will meet their watering needs while saving significantly on the upfront capital investment (new water truck could cost approximately \$80,000). This project estimate was not available at time of Recreation Commission prioritization.

**Crabapple Gov't Center Gym Insulation (replacement)     \$40,000**

Recreation Commission Priority #2

Staff Priority #2

This request is for the replacement of sagging and ripped insulation in the Crabapple Government Center gymnasium. The city has owned this facility since 1997 and has never replaced the insulation. The ripped insulation reduces the effectiveness of the insulation resulting in increased utility costs and is an eyesore to our customers. The gym is used for youth basketball, art camp and programs, rentals, and North Fulton Senior Services.

**Recreation and Parks Building Re-Roofing     \$72,000**

Recreation Commission Priority #3

Staff Priority #3

This request is for phase 2 of removal and replacement of roofing materials at multiple facilities including the Adult Activity Center main building, Crabapple Government Center (shingled and metal roof), and Administration Office. The Adult Activity Center has had minor repairs to the roof but no replacements since it was constructed in 1988. The Crabapple Government Center has had minor repairs but no major roof repairs since the city purchased the building. The Administration Office was re-roofed prior to 1997. The estimated cost for remaining roof replacements totals \$72,000. Roof replacements will be prioritized based on condition.

Phase 1 of this project was funded in the FY 2012 capital budget and included roofing repairs/replacements for the parks services/equestrian offices/bath house and portions of the Wills Park pool building.

**Miracle Field Drainage Imp. (design)**

**\$35,000**

Recreation Commission Priority #4

Staff Priority #4

This request is for a drainage improvement design/plan for the Miracle League Field. Drainage runoff on the northeast side of Miracle Field has caused an erosion issue. Currently the back of the field is bordered by a concrete swale with terraced timber retaining walls. Timber walls have a shorter expected lifespan than concrete block or poured-in-place concrete walls. It also appears that after some settling, cracks have formed in the concrete swale. This is allowing water to seep behind the timber wall. Additionally, the concrete flume discharges into a plastic pipe that is lying on the ground surface and shows signs of erosion around and under it. This project will replace the walls, replace and bury the piping, will utilize the old temporary sediment pond to provide a micropool water quality feature and will add a rock channel to reduce erosion from the neighboring headwall. This project will require a survey, structure engineered plans for the walls, and geotech design. Funding for construction of the improvements would be requested as part of the FY 2014 capital budget.

**Wills Park Baseball Fence Replacement (Fields 1-3)**

**\$90,000\***

Recreation Commission Priority #6

Staff Priority #7

This request is for the replacement of the fences at Wills Park baseball fields 1-3. The fences are curled/bowed which creates a safety hazard. The fences will be replaced with black vinyl coated fencing.

\*The total project is estimated at \$90,000 with the Alpharetta Youth Baseball Association contributing \$25,000 and the city funding the remaining \$65,000.

**Alpharetta Business Community (Contribution)**

**Engineering & Public Works**

**North Point Pkwy Sidewalk (Old Milton to Preston Ridge)**

**\$325,000**

Priority I - This request is for the design and construction of sidewalk along North Point Parkway and Preston Ridge Road. The project will construct approximately 1,200 linear feet of 5' wide concrete sidewalk along the east side of North Point Parkway from the Staybridge Suites to Preston Ridge Road and approximately 1,100 linear feet of 8' wide sidewalk along the south side of Preston Ridge Road from North Point Parkway to the Big Creek Greenway.

Project is requested to be funded through the Alpharetta Business Community.



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# **BUDGET NARRATIVE**

# City of Alpharetta

## FY 2013 Budget Narrative

### Budget Rollup: All Funds

The FY 2013 Budget is balanced for all funds and totals \$78.4 million with the breakdown by fund type as follows:

• General Fund:	\$ 56,220,788
• Special Revenue Funds:	6,615,972 (1)
• Debt Service Fund:	3,781,000
• Capital Project Fund:	7,436,795 (1)
• Solid Waste Fund:	3,160,933
• Risk Management Fund:	<u>1,169,500</u>
Total	\$ 78,384,988

*(1) Amounts contained herein represent new appropriations for FY 2013. Unexpended FY 2012 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.*

## General Fund

Revenues: FY 2013 General Fund revenues are forecasted to grow by 7%, or \$3.4 million, compared to Amended FY 2012. The primary driver of this growth is \$2.2 million in property tax revenue dedicated for capital (discussed below). This funding was captured in the Debt Service Fund in FY 2013 and used to fund debt service. After adjusting for the \$2.2 million, the true growth in existing revenues totals 2.5%.

The following table compares major revenue categories within the General Fund:

	FY 2012 AMENDED BUDGET	FY 2013 RECOMMENDED BUDGET	\$ Variance	% Variance
<b>Revenues:</b>				
Property Taxes:				
Current Year (operations)	\$ 15,500,000	\$ 14,480,000	\$ (1,020,000)	-6.6%
Current Year (capital)	-	2,075,000	2,075,000	100.0%
Motor Vehicle (operations)	800,000	700,000	(100,000)	-12.5%
Motor Vehicle (capital)	-	100,000	100,000	100.0%
Prior Year/Delinquent	432,500	255,000	(177,500)	-41.0%
Local Option Sales Tax	11,350,000	12,070,000	720,000	6.3%
Other Taxes:				
Franchise Fees	6,300,000	6,550,000	250,000	4.0%
Insurance Premium Tax	1,875,000	2,700,000	825,000	44.0%
Alcohol Beverage Excise Tax	1,450,000	1,675,000	225,000	15.5%
Other Taxes	1,450,000	1,620,000	170,000	11.7%
Licenses & Permits	1,502,000	2,024,500	522,500	34.8%
Intergovernmental	76,252	76,252	-	0.0%
Charges for Services	2,705,900	2,600,500	(105,400)	-3.9%
Fines & Forfeitures	3,175,000	3,050,000	(125,000)	-3.9%
Interest	30,000	15,000	(15,000)	-50.0%
Other Revenues	229,676	203,363	(26,313)	-11.5%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	1,240,000	1,364,378	124,378	10.0%
<b>Total Operating Revenues</b>	<b>\$ 48,116,328</b>	<b>\$ 51,558,993</b>	<b>\$ 3,442,665</b>	<b>7.2%</b>
Fund Balance Carryforward	4,441,836	4,661,795		
<b>Total Revenues</b>	<b>\$ 52,558,164</b>	<b>\$ 56,220,788</b>		

The following section provides brief narratives on major variances within the revenue categories detailed in the table above.

- **Property Taxes:** The FY 2013 Budget is based on maintenance of the city's millage rate at 5.750 mills which represents a tax reduction for many property owners as the value of property within the city has declined over the last several years and is anticipated to decline further in FY 2013.

- The portion of the millage rate funding operations (General Fund) will remain flat with FY 2012 at 4.215 mills. Revenue estimates for FY 2013 total \$14.5 million (excluding motor vehicle taxes) and assume a -6% decline in existing property values.
- The portion of the millage rate funding debt service (Debt Service Fund) will decline from 1.535 mills in FY 2012 to 0.930 mills in FY 2013 (0.605 mill reduction). The millage rate for FY 2013 is sufficient to fund existing debt service as well as debt service on the City Center bond approved by voters in November 2011. The primary reason for the lower property tax revenue estimate is a reduction in the underlying debt service requirements (i.e. bonds have been paid off) even after funding the City Center bond.
- The FY 2013 Budget proposes to program the millage savings from the debt reductions (i.e. 0.605 mills) into the General Fund for the funding of recurring capital initiatives (e.g. milling & resurfacing of city streets, traffic equipment maintenance, fleet replacement, etc.). This funding is estimated at \$2.2 million (property/motor vehicle taxes) in FY 2013 and will be transferred to the Capital Project Fund to properly account for the acquisition/construction of the recurring capital initiatives.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners over \$2.6 million annually (e.g. equates to a 1.8 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

Motor vehicle taxes will experience a decline due to the partial year impact of House Bill 386 which is phasing out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city will still receive motor vehicle taxes on vehicles titled before March 1, 2013 until the vehicle is sold/transferred. The city is forecasting motor vehicle revenues to be fully phased-out over the seven year period ending in FY 2020. HB 386 created a Motor Vehicle Title Fee (included within the "Other Taxes" line) that is intended to partially offset the reduction in motor vehicle taxes. The title fee is conservatively estimated at \$50,000 in FY 2013 (trend data is needed to provide a more accurate forecast of collections).

- Prior Year/Delinquent Taxes: Reduction of -41.0% is forecasted for FY 2013 from a budget-to-budget standpoint and is based on current appeals/collection patterns.
- Local Option Sales Taxes ("LOST"): Growth of 6.3% is forecasted for FY 2013 from a budget-to-budget standpoint. However, actual collections are growing 9% over the prior year (FY 2011) and are estimated at \$12.1

million in FY 2012. HB 386 included additional provisions relating to sales tax exemptions aimed at making our community more competitive for industry/business retention and recruitment. The city is currently in negotiation with its companion governmental entities within Fulton County over redistribution of LOST proceeds based on the 2010 Census findings. It is anticipated that the redistribution will fully offset the impacts from HB 386 and result in additional revenue above what is forecasted in the FY 2013 budget.

- Franchise Fees: Growth of 4% is forecasted for FY 2013 from a budget-to-budget standpoint. Actual collections are estimated at \$6.6 million in FY 2012. GA Power, the largest contributor to this revenue source (68% of total franchise fees), has obtained approval from the Georgia Public Service Commission for three incremental rate increases that began in calendar year 2011 (8-10%) and will occur annually thereafter through 2013 (1-3%). These rate increases will drive further growth in this revenue source over the short term.
- Alcohol Beverage Excise Tax: Growth of 15.5% is forecasted for FY 2013 from a budget-to-budget standpoint. However, actual collections are estimated at \$1.7 million in FY 2012. The city has included a -3.0% reduction in the FY 2013 Budget to insulate from reduced alcoholic beverage sales (represent taxes generated by dealers and wholesalers of alcoholic beverages).
- Licenses & Permits: Growth of 34.8% is forecasted for FY 2013 based on current collection patterns and permit activity. Specific revenue sources include: Alcohol Beverage Permit Fees (increased +\$25,000 to \$425,000); Building Permit Fees (increased +\$425,000 to \$1.3 million); Occupancy Permit Fees (increased +\$55,000 to \$130,000); etc.
- Charges for Services: Reduction of -3.9% is forecasted for FY 2013 based on current collection patterns and is primarily related to revised estimates of recreation and parks program fee collections. Specific revenue sources include: Athletics activity fees (decreased -\$100,000 to \$350,000); Community Center activity fees (decreased -\$65,000 to \$350,000); and Equestrian Center fees (decreased -\$25,000 to \$315,000).
- Fines and Forfeitures: Reduction of -3.9% is forecasted for FY 2013 due primarily to decreases in Municipal Court fines (decreased -\$125,000 to \$2.6 million). The decline is due to multiple factors including reductions in the number of citations and an increase in the number of offenders providing community service in lieu of paying fines due to economic hardship/inability to pay.
- Interest: Reductions of -50.0% are due primarily to reduced interest on the city's investments as interest rates in the market remain at historical lows.
- Hotel/Motel Taxes (interfund transfer): Growth of 10.0% is due primarily to an increase in business spending on travel and training. Specifically, year-

to-date collections are trending 10% higher than FY 2011 and are estimated to total \$3.4 million by year-end. The city (General Fund) receives 40% of this revenue.

Expenditures: The following table compares departmental appropriations within the General Fund (please refer to the departmental summaries included herein for detailed budgetary analysis).

	FY 2012 AMENDED BUDGET	FY 2013 RECOMMENDED BUDGET	\$ Variance	% Variance
<b>Expenditures (by Department):</b>				
Mayor and Council	\$ 288,115	\$ 307,471	\$ 19,356	6.7%
City Administration	1,391,344	1,832,785	441,441	31.7%
Legal Services	480,000	500,000	20,000	4.2%
City Clerk	275,000	235,135	(39,865)	-14.5%
<i>(1) Election Costs</i>	138,000	-	(138,000)	-100.0%
Community Development	1,961,072	2,033,955	72,883	3.7%
Engineering and Public Works	6,760,909	7,185,001	424,092	6.3%
Finance	3,011,909	2,951,242	(60,667)	-2.0%
Public Safety	22,868,011	23,258,680	390,669	1.7%
Human Resources	391,153	396,247	5,094	1.3%
Municipal Court	1,024,358	996,785	(27,573)	-2.7%
Internal Audit	157,359	160,635	3,276	2.1%
Recreation and Parks	6,708,093	6,644,219	(63,874)	-1.0%
Information Technology	1,291,483	1,422,338	130,855	10.1%
Non-Departmental:				
Contingency	706,061	500,000	(206,061)	-29.2%
Donations/Contributions	45,000	45,000	-	0.0%
<b>Total Operating Expenditures</b>	<b>\$ 47,497,867</b>	<b>\$ 48,469,493</b>	<b>\$ 971,626</b>	<b>2.0%</b>
Interfund Transfer:				
Capital Project Fund	4,373,797	7,086,795		
Grant Funds	50,000	-		
Risk Management Fund	636,500	664,500		
<b>Total Expenditures</b>	<b>\$ 52,558,164</b>	<b>\$ 56,220,788</b>		

The following table compares expenditure category appropriations within the General Fund.

	FY 2012 AMENDED BUDGET	FY 2013 RECOMMENDED BUDGET	\$ Variance	% Variance
<b>Expenditures (by Category):</b>				
Personnel Services:				
Salaries and Wages	\$ 23,616,049	\$ 23,637,472	\$ 21,423	0.1%
Group Insurance	5,147,696	5,787,601	639,905	12.4%
Pension (Defined Benefit)	2,866,169	2,587,027	(279,142)	-9.7%
Pension (401A Contribution)	1,002,226	1,008,975	6,749	0.7%
Miscellaneous	2,404,475	2,395,771	(8,704)	-0.4%
<i>subtotal</i>	<b>\$ 35,036,615</b>	<b>\$ 35,416,846</b>	<b>\$ 380,231</b>	<b>1.1%</b>
Maintenance and Operations:				
Professional Fees	\$ 1,829,076	\$ 1,873,448	\$ 44,372	2.4%
(1) <i>Election Costs</i>	138,000	-	(138,000)	-100.0%
Vehicles (Fuel and Maintenance)	949,916	1,198,450	248,534	26.2%
Maintenance Contracts	1,653,734	1,721,141	67,407	4.1%
Professional Services (IT)	973,984	1,119,634	145,650	15.0%
Utilities	2,175,175	2,457,577	282,402	13.0%
Legal Services	480,000	500,000	20,000	4.2%
Miscellaneous	3,070,016	3,002,601	(67,415)	-2.2%
<i>subtotal</i>	<b>\$ 11,269,901</b>	<b>\$ 11,872,851</b>	<b>\$ 602,950</b>	<b>5.4%</b>
Capital/Lease:				
Fire Truck Leases (new lease in 2013)	\$ 277,805	\$ 332,820	\$ 55,015	19.8%
(3) Tyler ERP Lease	125,000	111,976	(13,024)	-10.4%
Permitting/Work Order Software Lease	-	133,000	133,000	100.0%
Miscellaneous	37,485	57,000	19,515	52.1%
<i>subtotal</i>	<b>\$ 440,290</b>	<b>\$ 634,796</b>	<b>\$ 194,506</b>	<b>44.2%</b>
Other Uses:				
Contingency	\$ 706,061	\$ 500,000	\$ (206,061)	-29.2%
Donations/Contributions	45,000	45,000	-	0.0%
<i>subtotal</i>	<b>\$ 751,061</b>	<b>\$ 545,000</b>	<b>\$ (206,061)</b>	<b>-27.4%</b>
<b>Total Operating Expenditures</b>	<b>\$ 47,497,867</b>	<b>\$ 48,469,493</b>	<b>\$ 971,626</b>	<b>2.0%</b>
Interfund Transfer:				
Capital Project Fund	4,373,797	7,086,795		
Grant Funds	50,000	-		
Risk Management	636,500	664,500		
<b>Total Expenditures</b>	<b>\$ 52,558,164</b>	<b>\$ 56,220,788</b>		

Notes:

(1) There is no election planned for FY 2013.

## Meeting the Internal Needs of Operating Departments

As provided monthly to the City Council through the Financial Management Reports, the Finance Department has closely monitored our revenue and expenditure trends and indicated that spending would need to continue to be focused on essential items for FY 2013 to compensate for declining property values and increased costs for group insurance premiums, fuel, and utilities. Accordingly, the Finance Department analyzed departmental spending needs and calculated target budgets for each department.

City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) in line with current revenue estimates that cover the city's major cost drivers (e.g. healthcare, fuel, and utilities).

Several of the major points of the FY 2013 Budget are as follows:

- Operating expenditures of the General Fund are up 2% over FY 2012 (includes new operating initiatives of \$404,160<sup>1</sup>). After adjusting for the operating initiatives, base operational budget growth totals 1.2%.
- Management of personnel and compensation program to align with current market environment:

- Base Budget

Continuation of a reduced workforce:

- ✓ 428.5 full-time equivalents (funded; includes one part-time Special Events Coordinator added in FY 2013 and the funding of a previously unfunded Network Analyst II position for the Information Technology Department); and
  - ✓ 13 full-time equivalents (un-funded; budgetary savings of \$700,000) – positions to remain vacant pending a workload justification and identified funding source.
- Implementation of a performance-based merit program of 2.5% on April 1, 2013, per authorized/funded position (estimated cost of \$167,500 citywide<sup>2</sup>). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 2.5% rate is a responsible average (i.e. not among the highest or the lowest). Budget growth is mitigated by available budget in several personnel services accounts as well as departmental turnover.

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<sup>1</sup> Please refer to the Operating Initiatives tab of this document for detailed descriptions of the initiatives.

<sup>2</sup> This represents the financial impact in FY 2013 (i.e. April-June 2013).

- Coverage of group insurance costs (13% increase citywide or \$704,539). The premium growth is due to claims patterns that are trending at over 100% of premiums (industry standard is 80-85%) and general medical cost inflation.

The Finance Department, in conjunction with Bryant Wharton (insurance advisor), is researching the city's options to lower premium growth while still ensuring a competitive insurance package for our employees.

- Decrease in the actuarially determined defined benefit pension contribution of -10% (-\$300,000), compared to FY 2012.
- Targeted growth (5% or \$602,950) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to the following:
  - Increase in vehicle repair and maintenance of \$248,534 due primarily to rising fuel costs and general fleet maintenance requirements.
  - Increase in professional services (Information Technology "IT") of \$145,650 due primarily to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.), additional funding for cell phone and data card service, operating initiative funding for remote archiving of city data, and additional funding for Enterprise Resource Planning<sup>3</sup> system software maintenance during the implementation period (January 2012 through December 2013).
  - Increase in utilities of \$282,402, based on current year-to-date expenditures, GA Power rate increases<sup>4</sup> (electricity costs are estimated at \$2.0 million in FY 2013), and a streetlight audit by GA Power that identified an additional 363 light poles that the city should be funding but has not been billed for in the past<sup>5</sup> (\$100,000 annual impact).
  - Decrease in professional fees of -\$93,628 due to a reduction in election related costs (\$138,000; FY 2013 will not incur any election related expenses), operational initiative funding for Special Events totaling \$106,145 (please refer to the Operating Initiative tab for detailed descriptions), and general cost decreases citywide.

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<sup>3</sup> The City is currently implementing a new Enterprise Resource Planning system which has been structured over multiple phases (years). During the implementation period, the city is funding maintenance on the new Tyler ERP system as well as the HTE system that is being phased out. Upon completion of implementation, HTE maintenance will be discontinued resulting in a decline of approximately \$41,000 annually.

<sup>4</sup> GA Power obtained approval from the Georgia Public Service Commission for three incremental rate increases that began in calendar year 2011 (8-10%) and will occur annually thereafter through 2013 (1-3%).

<sup>5</sup> GA Power has stated that they will not back bill the city.

- Increase of \$19,992 (total) in all other departmental maintenance and operations accounts.
- Continuation of prior-year funding initiatives including:
  - *Police Athletic League* contribution: \$35,000; and
  - *Friends of the Library* contribution: \$10,000.

The following table provides a comparison of personnel by fiscal year.

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Actual FY 2012	Recommended FY 2013*	Variance
<b>Detail by Department:</b>						
<b>General Fund</b>						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	7.0	7.0	7.0	8.0	9.5	1.5
City Clerk	2.0	2.0	2.0	2.0	2.0	-
Community Development	21.0	21.0	21.0	20.0	20.0	-
Engineering/Public Works	62.0	62.0	62.0	62.0	62.0	-
Finance Department	24.0	25.0	25.0	25.0	24.0	(1.0)
Public Safety Department	218.0	218.0	218.0	217.0	217.0	-
Human Resources	3.0	3.0	3.0	3.0	3.0	-
Municipal Court	9.0	9.0	9.0	9.0	9.0	-
Internal Audit	1.0	1.0	1.0	1.0	1.0	-
Recreation & Parks	51.0	51.0	51.0	51.0	51.0	-
Information Technology	13.0	11.0	11.0	11.0	11.0	-
<b>subtotal</b>	<b>418.0</b>	<b>417.0</b>	<b>417.0</b>	<b>416.0</b>	<b>416.5</b>	<b>0.5</b>
<b>E-911 Fund (Special Revenue Fund)</b>						
Public Safety	20.0	20.0	20.0	23.0	23.0	-
Information Technology	-	1.0	1.0	1.0	1.0	-
<b>subtotal</b>	<b>20.0</b>	<b>21.0</b>	<b>21.0</b>	<b>24.0</b>	<b>24.0</b>	<b>-</b>
<b>Solid Waste Fund (Enterprise Fund)</b>						
Finance	1.0	1.0	1.0	1.0	1.0	-
<b>Full-Time-Equivalent (FTE) Positions</b>	<b>439.0</b>	<b>439.0</b>	<b>439.0</b>	<b>441.0</b>	<b>441.5</b>	<b>0.5</b>

Notes:

\* Includes 13.0 full-time equivalent positions that are not funded but are part of the City's authorized work force. These positions will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

Position reallocation activity includes the following: (a) transfer of one Records Manager position from the Finance Department to the City Clerk; and the (b) transfer of one Administrative Assistant position from the City Clerk to City Administration. Position increase activity includes the addition of one part-time Special Events Coordinator for the City Administration Department.

The departmental base budgets are discussed below and detailed further under the respective departmental tab of this document.

**Mayor and City Council**

The Fiscal Year 2013 Budget for Mayor and City Council totals \$307,471 and represents an increase of 6.7%, or \$19,356, compared to the FY 2012 budget, and primarily represents increased group insurance costs (pursuant to current medical insurance enrollment and increases in premiums).

The Maintenance & Operations category remained flat compared to prior year. The annual discretionary expense appropriation will remain at \$5,000 for Council Members and \$9,000 for the Mayor.

Base level personnel totals 7.0 full-time-equivalents (“FTE”) and represent the following:

	FTEs					
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Variance
Mayor	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 1	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 2	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 3	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 4	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 5	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 6	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	7.0	7.0	-

### **City Administration**

The FY 2013 Budget for City Administration totals \$1,832,785 and represents an increase of 31.7%, or \$441,441, compared to the FY 2012 budget.

The Personnel Services category increased 14.7%, or \$141,265, due primarily to: the reorganization of one Administrative Assistant I position from the City Clerk's Office (to assist with clerical duties); addition of one part-time Special Events Coordinator position (to assist with special events workload – including additional events added as operating initiatives in the FY 2013 budget); wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution.

Base level personnel total 9.5 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	
City Administrator	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I	-	-	-	-	1.0	1.0
Assistant City Administrator	1.0	1.0	1.0	1.0	1.0	-
Economic Development Coordinator	-	-	-	1.0	-	(1.0)
Economic Development Director	-	-	-	-	1.0	1.0
Executive Assistant	1.0	-	-	-	-	-
Executive Office Coordinator	-	1.0	1.0	1.0	1.0	-
Grants Administrator	1.0	1.0	1.0	1.0	1.0	-
Special Events Coordinator (3PT)	1.0	1.0	1.0	1.0	1.5	0.5
Special Events Manager	1.0	1.0	1.0	1.0	1.0	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	8.0	9.5	1.5

\* Administrative Assistant I is being transferred from the City Clerk to City Administration (effective FY 2012-2013). Part-time Special Events Coordinator added during the FY 2013 budget process (operating initiative).

The Maintenance & Operations category increased 69.8%, or \$300,176, due primarily to the following activity:

- Increase in professional fees of \$134,810 due primarily to additional special events approved as part of the FY 2013 budget (see operating initiatives tab of this document) and expansion of holiday decorations/lighting downtown;
- Increase in professional fees for the *Taste of Alpharetta* of \$14,209 to cover additional costs (e.g. electrical hookup services) associated with moving the event to the downtown;
- Increase of \$12,804 in rental equipment across multiple events including: Tree Lighting/Snow on the Square event - snow machine rental (not part of the 2011 event); Scarecrow Harvest (additional dumpsters/recycling bins); and the Taste of Alpharetta (additional tents, chairs, tables, etc.);

- Increase of \$94,590 in advertising associated with a focus on economic development initiatives in the downtown as well as citywide (e.g. business recruitment, marketing, etc.); and
- Increase of \$38,784 in maintenance contracts primarily attributable to the city's share of funding for Progress Partners of North Fulton/Atlanta. Progress Partners serves as a single source for economic information about the North Fulton area and represents one component of the City's overall economic development strategy. The relationship between the City and Progress Partners of North Fulton/Atlanta began during FY 2012 (funding was allocated through contingency).

**City Clerk**

The FY 2013 Budget for the City Clerk totals \$235,135 and represents a decrease of -43.1%, or -\$177,865, compared to the FY 2012 budget.

The Personnel Services category decreased -15.2%, or -\$32,944, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; all of which were mitigated by departmental turnover/position reorganizations and a decrease in the defined benefit pension contribution. Position reorganizations during FY 2012 included the transfer of one (1) Administrative Assistant I position from the City Clerk's Office to City Administration and the transfer of one (1) Records Manager position from the Finance Department to the City Clerk's Office (no change in overall FTE count).

Base level personnel total 2.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I*	1.0	-	-	-	-	-
Assistant City Clerk*	-	1.0	1.0	1.0	-	(1.0)
Records Manager**	-	-	-	-	1.0	1.0
	2.0	2.0	2.0	2.0	2.0	-

\* Position reclassification occurred during FY 2012 (from Assistant City Clerk to Administrative Assistant I).

Administrative Assistant I is being transferred from the City Clerk to City Administration (effective FY 2012-2013).

\*\* Records Manager is being transferred from Finance to the City Clerk (effective FY 2012-2013).

The Maintenance & Operations category decreased -73.9%, or -\$144,921, due to a reduction in election related expenditures. City elections are held in even years (i.e. FY 2012). FY 2013 will not incur any election related expenses.

## **Community Development Department**

The FY 2013 Budget for Community Development totals \$2,033,955 and represents an increase of 3.7%, or \$72,883 compared to FY 2012.

The Personnel Services category increased 3.7%, or \$61,429, due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance costs, and a decrease in the defined benefit pension contribution. The Department has two Building Inspector positions that were not funded in FY 2012 and are not funded in FY 2013. These positions will remain vacant pending an identified funding source and workload justification.

Base level personnel total 20.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011*	FY 2012*	FY 2013*	
Administrative Assistant II**	3.0	3.0	3.0	2.0	3.0	1.0
Boards Administrator	1.0	1.0	1.0	1.0	1.0	-
Building Inspector	5.0	5.0	5.0	5.0	5.0	-
Building Official	1.0	1.0	1.0	1.0	1.0	-
Building Plans Examiner	2.0	2.0	2.0	2.0	2.0	-
Code Enforcement Officer	4.0	4.0	4.0	4.0	4.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Economic Development Coordinator	1.0	1.0	1.0	-	-	-
GIS Specialist	-	1.0	1.0	1.0	1.0	-
Planning Technician	1.0	-	-	-	-	-
Recording Secretary**	1.0	1.0	1.0	1.0	-	(1.0)
Specialized Assistant - Permits Plus	-	-	-	1.0	1.0	-
Planning & Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
	21.0	21.0	21.0	20.0	20.0	-

\* Includes 2.0 FTE not-funded in the FY 2013 Budget [Building Inspector (2.0 FTE)]. Funding for these positions was eliminated in FY 2011 and they will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

\*\* Position reclassification occurred during FY 2012.

The Maintenance & Operations category increased 2.9%, or \$8,454, due primarily to the following activity:

- Increase of \$6,482 in maintenance contracts primarily attributable to increased offsite records storage costs and lease costs related to the replacement of the department's two copiers (approved in FY 2012);
- Increase of \$8,335 in professional services (IT) due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, permitting software, etc.) and a revised allocation methodology for voice over internet protocol (VOIP) costs;
- Increase of \$3,500 in utilities based on current year-to-date expenditures and GA Power rate increases coupled with added internet connectivity/service costs;

- Decrease of -\$3,600 in printing due to a reduction in scheduled printing requirements. FY 2012 included two large printing projects, additional copies of the 2030 Comprehensive Plan, and the 2012 color street maps. These additional expenses are not anticipated for the upcoming budget; and
- Decrease of -\$5,820 in equipment (IT) replacement costs due to a funding source reallocation. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.

The Capital/Lease category totals \$11,000 and includes funding for the replacement of one scanner/plotter that has reached the end of its useful life.

**Engineering/Public Works Department**

The FY 2013 Budget for Engineering and Public Works totals \$7,185,001 and represents an increase of 6.3%, or \$424,092, compared to FY 2012.

The Personnel Services category increased 1%, or \$37,582, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; all of which was partially mitigated by departmental turnover (salary and healthcare variances between prior employees and new hires) and a decrease in the defined benefit pension contribution. The Department has four positions (1.0 FTE Deputy Director of Engineering/Public Works, 1.0 FTE GIS Specialist, and 2.0 FTE Public Works Technician positions) that were not funded in FY 2012 and are not funded in FY 2013. These positions will remain vacant pending an identified funding source and workload justification.

Base level personnel total 62.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
Administrative Assistant I	1.0	1.0	-	-	-	-
Administrative Assistant II	1.0	1.0	2.0	2.0	2.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	4.0	3.0	3.0	3.0	3.0	-
Construction Inspector	2.0	2.0	2.0	-	-	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Engineering/PW	1.0	1.0	1.0	1.0	1.0	-
Director of Engineering/PW	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	5.0	5.0	5.0	7.0	7.0	-
Environmental Program Coordinator	-	-	-	-	1.0	1.0
Environmental Education Coordinator	1.0	1.0	1.0	1.0	-	(1.0)
Fleet Coordinator	1.0	1.0	1.0	1.0	1.0	-
GIS Specialist	1.0	1.0	1.0	1.0	1.0	-
Inspector	-	-	-	4.0	4.0	-
Land Disturbance Activity Inspector	3.0	3.0	3.0	-	-	-
Office Manager	1.0	1.0	-	-	-	-
Project Administrator	-	-	1.0	1.0	1.0	-
Public Works Crew Leader	7.0	7.0	7.0	7.0	7.0	-
Public Works Supervisor	3.0	3.0	3.0	3.0	3.0	-
Public Works Technician	7.0	7.0	7.0	6.0	6.0	-
Public Works Technician I	7.0	7.0	7.0	7.0	7.0	-
Public Works Technician II	9.0	9.0	9.0	9.0	9.0	-
Senior Engineer	2.0	3.0	3.0	3.0	3.0	-
Senior Operations Manager-PW	1.0	1.0	1.0	1.0	1.0	-
Senior Engineering Technician	1.0	1.0	1.0	1.0	1.0	-
Water Resources Technician	1.0	1.0	1.0	1.0	1.0	-
	62.0	62.0	62.0	62.0	62.0	-

\* Includes 4.0 FTE not-funded in the FY 2013 Budget [Deputy Director of Engineering/PW (1.0 FTE); GIS Specialist (1.0 FTE); and Public Works Technician (2.0 FTE)]. The GIS Specialist position was approved in FY 2009 but never funded due to revenue constraints. Funding for the other positions was eliminated in FY 2011. These 4.0 FTE will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

The Maintenance & Operations category increased 10.4%, or \$253,510, due primarily to the following activity:

- Increase of \$35,000 in vehicle repair and maintenance based on rising fuel costs and year-to-date expenditure trends (maintenance);
- Increase of \$25,500 in facility repair and maintenance based on year-to-date expenditure trends (maintenance) and an additional \$10,500 for tree maintenance/removal;
- Increase of \$219,157 in utilities based on current year-to-date expenditures, GA Power rate increases, and a streetlight audit by GA Power that identified an additional 363 light poles that the city should be funding but has not been billed for in the past<sup>6</sup> (\$100,000 annual impact); and
- Decrease of -\$24,771 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in the IT equipment refresh account represents cell phone replacements which were budgeted under small equipment in FY 2012.

The Capital/Lease category consists of operational initiative funding totaling \$60,000 to fund a lease payment for replacement of the Air & Light/Rehab Truck (please refer to the Operating Initiatives tab for a detailed description).

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<sup>6</sup> GA Power has stated that they will not back bill the city.

**Finance Department**

The FY 2013 Budget for Finance totals \$2,951,242 and represents a decrease of -2%, or -\$60,667, compared to FY 2012.

The Personnel Services category decreased -3.9%, or -\$85,328, due primarily to: the reorganization of the records management function (1.0 FTE Records Manager position) from the Finance Department to the City Clerk’s Office; wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution. The Department has three positions (1.0 FTE Accounts Receivable/Collections Rep., 1.0 FTE Controller, and 0.5 FTE part-time Accountant) that were not funded in FY 2012 and are not funded in FY 2013. These positions will remain vacant pending an identified funding source and workload justification.

Base level personnel total 24.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
Accountant (3FT; 2PT)*	4.0	4.0	4.0	4.0	4.0	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	1.0	1.0	1.0	1.0	-
Accounts Receivable/Collections Rep.*	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant II	1.0	-	-	-	-	-
Billing Coordinator	-	-	-	1.0	1.0	-
Budget & Procurement Analyst***	1.0	1.0	1.0	1.0	-	(1.0)
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Cash Management Coordinator	-	-	-	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	1.0	-
Controller*	1.0	1.0	1.0	1.0	1.0	-
Customer Account Coordinator	-	-	-	1.0	1.0	-
Customer Account Representative	-	-	-	1.0	1.0	-
Customer Service Coordinator	1.0	1.0	1.0	-	-	-
Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Financial Services Manager	1.0	1.0	1.0	-	-	-
Financial Services Representative	1.0	1.0	1.0	-	-	-
Office Manager	-	1.0	1.0	1.0	1.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0	-
Records Manager**	-	1.0	1.0	1.0	-	(1.0)
Senior Budget & Procurement Analyst***	2.0	2.0	2.0	2.0	3.0	1.0
Tax Billing Coordinator	1.0	1.0	1.0	-	-	-
Treasury/Deposit Program Coordinator	1.0	1.0	1.0	-	-	-
Treasury Services Manager	-	-	-	1.0	1.0	-
HRIS/Compensation Administrator***	1.0	1.0	1.0	1.0	-	(1.0)
Benefits Program Administrator***	-	-	-	-	1.0	1.0
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Benefits Manager	1.0	1.0	1.0	1.0	1.0	-
	24.0	25.0	25.0	25.0	24.0	(1.0)

\* Includes 2.5 FTE not-funded in the FY 2013 Budget [Accountant (0.5 FTE - part time); Accounts Receivable/Collections Representative (1.0 FTE); and Controller (1.0 FTE)]. Funding for these positions was eliminated in FY 2011 and they will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

\*\* Records Manager is being transferred from Finance to the City Clerk (effective FY 2012-2013).

\*\*\* Position reclassifications occurred during FY 2012.

The Maintenance & Operations category increased 5.8%, or \$40,685, due primarily to the following activity:

- Increase in professional services (IT) of \$59,220 due primarily to implementation timing of the new finance enterprise resource planning (ERP) software. The city is currently implementing a new ERP system which has been structured over multiple phases (years). During the implementation period, the city is funding maintenance on the new Tyler ERP system as well as the HTE system that is being phased out. Upon completion of implementation, HTE maintenance will be discontinued resulting in a decline of approximately \$41,000 annually; and
- Decrease of -\$14,832 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in the IT equipment refresh account represents cell phone replacements which were budgeted under small equipment in FY 2012.

The Capital/Lease category includes funding for the ERP system lease approved during FY 2012.

### **Public Safety Department**

The FY 2013 Budget for Public Safety totals \$23,258,680 and represents an increase of 1.7%, or \$390,669, compared to FY 2012.

The Personnel Services category increased 0.8%, or \$159,907, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution. The Department has one part-time position (0.5 FTE part-time Administrative Assistant I) that was not funded in FY 2012 and is not funded in FY 2013. This position will remain vacant pending an identified funding source and workload justification.

Base level personnel total 217.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
<b>Sworn Police Officers</b>						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain**	7.0	7.0	7.0	7.0	8.0	1.0
Lieutenant	14.0	14.0	14.0	14.0	14.0	-
Emer. Mgmt Program Coordinator (Lt.)**	1.0	1.0	1.0	1.0	-	(1.0)
Field Training Officer	10.0	10.0	10.0	10.0	10.0	-
Officer	70.0	70.0	70.0	71.0	71.0	-
Public Information Officer	1.0	1.0	1.0	1.0	1.0	-
	104.0	104.0	104.0	105.0	105.0	-
<b>Certified Firefighters</b>						
Deputy Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Battalion Chief	4.0	4.0	4.0	4.0	4.0	-
Communications Training Coord. (Captain)	-	-	-	1.0	1.0	-
Public Safety Administrator (Battalion Chief)	-	1.0	1.0	1.0	1.0	-
Public Safety Deputy Administrator	1.0	-	-	-	-	-
Captain**	26.0	26.0	26.0	25.0	24.0	(1.0)
Fire Training/Emer. Mgmt Coord. (Captain)**	-	-	-	-	1.0	1.0
Fire Apparatus Engineer	23.0	23.0	23.0	23.0	23.0	-
Firefighter/Paramedic	17.0	17.0	17.0	17.0	17.0	-
Firefighter II	19.0	19.0	19.0	19.0	19.0	-
Fire Logistics Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Marshal (Battalion Chief)	1.0	1.0	1.0	1.0	1.0	-
Fire Prevention Officer (2FT; 2PT)	3.0	3.0	3.0	3.0	3.0	-
	96.0	96.0	96.0	96.0	96.0	-
<b>Civilian Positions</b>						
Accreditation Manager	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I (1FT; 1PT)	2.5	2.5	1.5	0.5	0.5	-
Administrative Assistant II (2FT; 1PT)	2.5	2.5	2.5	2.5	2.5	-
CERT Program Manager	1.0	1.0	1.0	-	-	-
Criminal Intelligence Analyst**	-	-	-	-	1.0	1.0
Data Entry Clerk (1PT)	0.5	0.5	0.5	0.5	0.5	-
Evidence Technician	2.0	2.0	2.0	1.0	1.0	-
Fingerprint Technician (1PT)	0.5	0.5	0.5	0.5	0.5	-
Jail/Court Liaison	1.0	1.0	-	-	-	-
Public Safety Volunteer Manager	-	-	-	1.0	1.0	-
Records Clerk	1.0	1.0	3.0	3.0	3.0	-
Records Supervisor	1.0	1.0	1.0	1.0	1.0	-
Research Analyst**	1.0	1.0	1.0	1.0	-	(1.0)
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	18.0	18.0	18.0	16.0	16.0	-
	<b>218.0</b>	<b>218.0</b>	<b>218.0</b>	<b>217.0</b>	<b>217.0</b>	<b>-</b>

\* Includes 0.5 FTE not-funded in the FY2013 Budget (Administrative Assistant I - part time). This position was approved in FY 2009 but never funded due to revenue constraints and will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

\*\* Position reclassifications occurred during FY 2012.

The Maintenance & Operations category increased 6.0%, or \$180,747, due primarily to the following activity:

- Increase in vehicle repair and maintenance of \$202,150 due primarily to rising fuel costs/general fleet maintenance requirements and

budget not keeping pace with actual expenditure trend (FY 2012 budget was too low to cover department needs);

- Net increase in travel and training of \$8,500 for command college (specific) and general training needs;
- Increase of \$57,074 in professional services (IT) due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, permitting software, etc.), additional funding for cell phones/data card service, and a revised allocation methodology for voice over internet protocol (VOIP) costs;
- Increase of \$18,810 in utilities based on current year-to-date expenditures and GA Power rate increases; and
- Decrease of -\$104,546 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in the equipment refresh account represents cell phone replacements which were budgeted under small equipment in FY 2012.

The Capital/Lease category increased 17.7% due primarily to operational initiative funding totaling \$60,000 to fund a lease payment for replacement of the Air & Light/Rehab Truck (please refer to the Operating Initiatives tab for a detailed description).

## **Human Resources**

The FY 2013 Budget for Human Resources totals \$396,247 and represents an increase 1.3%, or \$5,094, compared to FY 2012.

The Personnel Services category increased 2.5%, or \$5,894, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution. The Department has one position (1.0 FTE Senior HR Administrator) that was not funded in FY 2012 and is not funded in FY 2013. This position will remain vacant pending an identified funding source and workload justification.

Base level personnel total 3.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Employment/Recruitment Manager	1.0	1.0	1.0	1.0	1.0	-
Senior HR Administrator*	1.0	1.0	1.0	1.0	1.0	-
	3.0	3.0	3.0	3.0	3.0	-

\* Includes 1.0 FTE not-funded in the FY 2013 Budget (Senior HR Administrator). Funding for this position was eliminated in FY 2011 and will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

\* Assistant City Administrator (acting HR Director) is funded within the City Administration budget.

The Maintenance & Operations category decreased -0.5%, or -\$800, due to the following activity:

- Decrease of -\$4,506 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement; and
- Increase of \$5,640 in employee recognition due primarily to the reallocation of funding for flowers for city employees (to show support during difficult times such as a death in the immediate family) from the City Clerk's Office. Human Resources will be managing this function going forward.

## **Municipal Court**

The FY 2013 Budget for Municipal Court totals \$996,785 and represents a decrease of -2.7%, or -\$27,573, compared to FY 2012.

The Personnel Services category decreased -3%, or -\$19,895, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; all of which were mitigated by departmental turnover/position reorganizations (salary and

healthcare variances between prior employees and new hires) and a decrease in the defined benefit pension contribution.

Base level personnel total 9.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	
Court Clerk/Director of Court Services	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk I	2.0	1.0	1.0	1.0	1.0	-
Deputy Clerk II	4.0	5.0	5.0	5.0	5.0	-
Deputy Clerk III	1.0	1.0	1.0	1.0	1.0	-
Judge	1.0	1.0	1.0	1.0	1.0	-
	9.0	9.0	9.0	9.0	9.0	-

The Maintenance & Operations category decreased -2.1%, or -\$7,678, due primarily to the following activity:

- Decrease of -\$8,290 in professional fees and general supplies based on current year-to-date expenditures at the time of the budget preparation;
- Decrease of -\$4,536 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement; and
- Increase in printing of \$2,663 for additional printed folder requirements (court records) attributable to an increase in court cases.

**Internal Audit**

The FY 2013 Budget for Internal Audit totals \$160,635 and represents an increase of 2.1%, or \$3,276, compared to FY 2012.

The Personnel Services category increased 2.2%, or \$3,276, due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance, and a decrease in the defined benefit pension contribution.

Base level personnel total 1.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	
Internal Auditor	1.0	1.0	1.0	1.0	1.0	-

The Maintenance & Operations category remained flat compared to prior year.

## **Recreation and Parks Department**

The FY 2013 Budget for Recreation and Parks totals \$6,644,219 and represents a decrease of -1%, or -\$63,874, compared to FY 2012.

The Personnel Services category decreased -1.5%, or -\$56,664, due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; the elimination of funding for one full-time Athletic Coordinator position (department has reorganized job duties); and a decrease in the defined benefit pension contribution. The Department has an additional two positions (1.0 FTE Athletic Coordinator and 1.0 FTE Program Coordinator) that were not funded in FY 2012 and are not funded in FY 2013 (total of three unfunded positions). These positions will remain vacant pending an identified funding source and workload justification.

Authorized personnel total 51.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
Administrative Assistant I**	2.0	2.0	2.0	2.0	3.0	1.0
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Athletic Coordinator	4.0	4.0	4.0	4.0	3.0	(1.0)
Arts Coordinator	1.0	1.0	1.0	1.0	1.0	-
Customer Service Representative**	5.0	5.0	5.0	5.0	4.0	(1.0)
Deputy Director of Recreation/Parks	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Manager	1.0	1.0	1.0	1.0	1.0	-
Facility Technician	3.0	3.0	4.0	4.0	4.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Technician**	11.0	11.0	10.0	10.0	8.0	(2.0)
Parks Maintenance Technician I**	2.0	2.0	2.0	2.0	5.0	3.0
Parks Maintenance Technician II	5.0	5.0	5.0	5.0	5.0	-
Parks Supervisor II	4.0	4.0	4.0	4.0	4.0	-
Program Coordinator	4.0	4.0	4.0	4.0	4.0	-
Recreation Supervisor II	4.0	4.0	4.0	4.0	4.0	-
	51.0	51.0	51.0	51.0	51.0	-

\* Includes 3.0 FTE not-funded in the FY 2013 Budget [Athletic Coordinator (1.0 FTE); Recreation Supervisor II (1.0 FTE); and Customer Service Representative (1.0 FTE)]. Funding for these positions was eliminated in FY 2011/FY2012 and they will only be filled upon (1) a justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

\*\* Position reclassifications occurred during FY 2012.

The Maintenance & Operations category decreased -0.7%, or -\$20,725, due primarily to the following activity:

- Decrease in professional fees of -\$108,943, based on current year-to-date expenditures at the time of the budget preparation as well as a reconciliation of forecasted program attendance and associated instructor requirements;

- Increase of \$37,242 in maintenance contract fees associated with landscape maintenance/replanting in the downtown area (e.g. planters);
- Increase of \$20,050 in equipment repair and maintenance including: pool boiling room inspections; automatic door repairs; basketball goals repair; park service equipment repairs; etc.
- Increase of \$15,605 in facility repair and maintenance due primarily to repairs at the Crabapple Governmental Center (ceiling fans and bench repairs to the courtroom) and the Community Center (painting the lobby, conference room, Gym 2, and office);
- Decrease of -\$17,673 in uniforms due to reductions in seasonal staff shirts and baseball uniforms (Alpharetta Youth Baseball Association now manages the baseball program); and
- Increase of \$41,085 in utilities based on current year-to-date expenditures and GA Power rate increases.

The Capital/Lease category includes funding for shade structures at Webb Bridge Park (Field 4 bleachers), replacement parts for playground equipment throughout all city parks, various equipment replacements for the Parks Maintenance division, etc.

### **Information Technology Department**

The FY 2013 Budget for Information Technology totals \$1,422,338 and represents an increase of 10.1%, or \$130,855, compared to FY 2012.

The Personnel Services category increased 13.8%, or \$146,353, due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance costs, a decrease in the defined benefit pension contribution, and the funding of a previously unfunded Network Analyst II position.

Authorized personnel total 11.0 FTEs and represent the following:

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	
Director	1.0	1.0	1.0	1.0	1.0	-
GIS Coordinator	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Project Manager*	1.0	1.0	1.0	1.0	-	(1.0)
Network Analyst I	1.0	1.0	1.0	1.0	1.0	-
Network Analyst II	2.0	1.0	1.0	1.0	1.0	-
IT Systems Administrator	-	1.0	1.0	1.0	1.0	-
Network Manager	1.0	1.0	1.0	1.0	1.0	-
Records Manager	1.0	-	-	-	-	-
Systems Analyst II	3.0	2.0	2.0	2.0	2.0	-
Systems Manager	1.0	1.0	1.0	1.0	1.0	-
Telecommunications Manager*	-	-	-	-	1.0	1.0
	13.0	11.0	11.0	11.0	11.0	-

\* Position reclassifications occurred during FY 2012.

The Maintenance & Operations category decreased -11.5%, or -\$26,498, due primarily to the following activity:

- Decrease of -\$13,722 in professional services (IT) due to general cost increases in multiple software related categories (e.g. Adobe licensing, Microsoft licensing, GIS mobile licensing, etc.), additional funding for cell phone and data card service, operating initiative funding for the remote archiving of city data (please refer to the Operating Initiatives tab for a detailed description), and a revised allocation methodology for VOIP costs that allocates costs based on users (reduces IT line item by over \$30,000); and
- Decrease of -\$20,242 in small equipment/equipment refresh (IT) due to funding source reallocations. Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement.

The Capital/Lease category includes \$11,000 for the replacement of one scanner/plotter that has reached the end of its useful life.

### **Emergency-911 Fund**

The FY 2013 Budget for the E-911 Fund totals \$2,908,676 and represents a decrease of -29.7%, or -\$1,228,822, compared to FY 2012. The main driver of this variance is the reserve (i.e. available fund balance) budgeted in FY 2012<sup>7</sup>. After adjusting for the reserve, the true operational budget growth totals 4.5% (\$125,403). Funding for applicable service portions of the budget are split between Alpharetta and the City of Milton per Intergovernmental Agreement

<sup>7</sup> Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

The Personnel Services category increased 2.8%, or \$51,841, due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance costs, and a decrease in the defined benefit pension contribution.

Authorized personnel total 24.0 FTEs.

	FTEs					Variance
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	
Communications Officer	12.0	12.0	12.0	14.0	14.0	-
Communications Shift Supervisor	4.0	4.0	4.0	5.0	5.0	-
Sr. Communications Officer	4.0	4.0	4.0	4.0	4.0	-
IT Systems Administrator	-	1.0	1.0	1.0	1.0	-
	20.0	21.0	21.0	24.0	24.0	-

The Maintenance & Operations category increased 7.3%, or \$66,176, due primarily to additional funding for employee travel and training (\$6,000), fees associated with the Smart911<sup>8</sup> service (\$24,000), and an increase in the number of licenses for OSSI software (\$25,764; the public safety software); and voice/data circuit services (\$4,674).

The Capital category includes funding totaling \$38,000 for the replacement of battery backups (\$18,000) and a 911recorder (\$20,000).

**Impact Fee Fund**

The FY 2013 Budget totals \$46,350.

This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city’s impact fee ordinance. Impact Fees in FY 2013 will be reserved for future system improvements.

**Drug Enforcement Agency Fund**

The FY 2013 Budget totals \$250,000.

This fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender arrests that can be used by public safety to aid in drug enforcement activity. Funds cannot be used to supplant the Public Safety Department’s normal operational budget.

<sup>8</sup> Smart911 is a free service where you provide emergency health data that gives 9-1-1 the tools to keep you and your family safe. It is 100% private, secure and used by 9-1-1 call centers across the country.

**Hotel/Motel Fund**

The FY 2013 Budget totals \$3,410,946.

This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 6% on total rental charges. The resulting revenue is distributed as follows: City of Alpharetta (40.00%); Alpharetta Convention & Visitor’s Bureau (43.33%); and the Alpharetta Business Community (16.67%).

**Debt Service Fund**

The FY 2013 Budget totals \$3,781,000 and includes funding for: the payment of principal and interest on general long-term debt (\$3,681,976); administrative fees (\$5,000); and a debt service reserve<sup>9</sup> (\$94,024). Debt service for the new City Center (downtown revitalization) bond is included within these budgetary figures.

**Solid Waste Fund**

The FY 2013 Budget for the Solid Waste Fund totals \$3,160,933 and represents a decrease of -8.7%, or -\$301,030, compared to FY 2012.

The Personnel Services category increased 1.6%, or \$887, due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends).

Authorized personnel total 1.0 FTE and represent the following:

	FTEs					
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Variance
Financial Services Representative	1.0	1.0	1.0	-	-	-
Customer Account Representative	-	-	-	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

The Maintenance & Operations category increased 3.2%, or \$96,886, due to an increase in estimated collection fees (variance due to customer base; not an increase in rates).

**Risk Management Fund**

The FY 2013 Budget totals \$1,169,500.

The Risk Management Fund is responsible for funding all insurance premiums, workers compensation claims, etc.

<sup>9</sup> The city has conservatively budgeted an overall reduction in property values/revenues for FY 2013 (based on trend data). However, a debt service reserve is being maintained to further insulate the city from: (a) non-property tax revenue declines; and (b) property tax revenue declines in excess of those already forecasted.

# **FUND SUMMARIES**



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# **CITYWIDE FUND SUMMARIES**

**City of Alpharetta  
FY 2013 Budget  
Citywide Statement of Revenues and Expenditures (by Department)**

	Special Revenue Funds							Enterprise Fund	Internal Service Fund	TOTAL
	General Fund	E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Debt Service Fund	Capital Projects Fund	Solid Waste Fund	Risk Management Fund	
<b>REVENUES:</b>										
Property Taxes	\$ 17,610,000	\$ -	\$ -	\$ -	\$ -	\$ 3,776,000	\$ -	\$ -	\$ -	\$ 21,386,000
Local Option Sales Taxes	12,070,000	-	-	-	-	-	-	-	-	12,070,000
Other Taxes	12,545,000	-	-	-	3,400,000	-	-	-	-	15,945,000
Licenses and Permits	2,024,500	-	-	-	-	-	-	-	-	2,024,500
Intergovernmental Revenue	76,252	972,599	-	-	-	-	-	-	-	1,048,851
Charges for Services	2,600,500	1,935,000	45,000	-	-	-	-	3,156,500	505,000	8,242,000
Fines and Forfeitures	3,050,000	-	-	50,000	-	-	-	-	-	3,100,000
Interest Earnings	15,000	1,077	1,350	2,500	-	5,000	-	4,433	-	29,360
Other/Miscellaneous	203,363	-	-	-	-	-	350,000	-	-	553,363
<i>subtotal</i>	\$ 50,194,615	\$ 2,908,676	\$ 46,350	\$ 52,500	\$ 3,400,000	\$ 3,781,000	\$ 350,000	\$ 3,160,933	\$ 505,000	\$ 64,399,074
<b>Other Financing Sources</b>										
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,086,795	\$ -	\$ 664,500	\$ 7,751,295
Interfund Transfer from Hotel/Motel Fund	1,364,378	-	-	-	-	-	-	-	-	1,364,378
Budgeted Fund Balance	4,661,795	-	-	197,500	10,946	-	-	-	-	4,870,241
<i>subtotal</i>	\$ 6,026,173	\$ -	\$ -	\$ 197,500	\$ 10,946	\$ -	\$ 7,086,795	\$ -	\$ 664,500	\$ 13,985,914
<b>Total Revenues</b>	<b>\$ 56,220,788</b>	<b>\$ 2,908,676</b>	<b>\$ 46,350</b>	<b>\$ 250,000</b>	<b>\$ 3,410,946</b>	<b>\$ 3,781,000</b>	<b>\$ 7,436,795</b>	<b>\$ 3,160,933</b>	<b>\$ 1,169,500</b>	<b>\$ 78,384,988</b>
<b>EXPENDITURES:</b>										
Mayor and City Council	\$ 307,471	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 307,471
City Administration	1,832,785	-	-	-	-	-	440,750	-	-	2,273,535
Legal Services	500,000	-	-	-	-	-	-	-	-	500,000
City Clerk	235,135	-	-	-	-	-	-	-	-	235,135
Community Development	2,033,955	-	-	-	-	-	-	-	-	2,033,955
Engineering and Public Works	7,185,001	-	-	-	-	-	3,497,500	-	-	10,682,501
Finance	2,951,242	-	-	-	-	-	-	3,160,933	1,169,500	7,281,675
Public Safety	23,258,680	2,908,676	-	250,000	-	-	829,500	-	-	27,246,856
Human Resources	396,247	-	-	-	-	-	-	-	-	396,247
Municipal Court	996,785	-	-	-	-	-	-	-	-	996,785
Internal Audit	160,635	-	-	-	-	-	-	-	-	160,635
Recreation and Parks	6,644,219	-	-	-	-	-	397,000	-	-	7,041,219
Information Technology	1,422,338	-	-	-	-	-	420,000	-	-	1,842,338
<b>Non-Departmental</b>										
Contingency	500,000	-	-	-	-	-	-	-	-	500,000
Reserve	-	-	45,000	-	-	94,024	1,527,045	-	-	1,666,069
Alpharetta Business Community (Sidewalks)	-	-	-	-	568,605	-	325,000	-	-	893,605
Alpharetta Convention and Visitors Bureau	-	-	-	-	1,477,963	-	-	-	-	1,477,963
Debt Service (Principal and Interest)	-	-	-	-	-	3,681,976	-	-	-	3,681,976
Other	45,000	-	1,350	-	-	5,000	-	-	-	51,350
<i>subtotal</i>	\$ 48,469,493	\$ 2,908,676	\$ 46,350	\$ 250,000	\$ 2,046,568	\$ 3,781,000	\$ 7,436,795	\$ 3,160,933	\$ 1,169,500	\$ 69,269,315
<b>Other Financing Uses</b>										
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,364,378	\$ -	\$ -	\$ -	\$ -	\$ 1,364,378
Interfund Transfer to Capital Project Funds	7,086,795	-	-	-	-	-	-	-	-	7,086,795
Interfund Transfer to Risk Management Fund	664,500	-	-	-	-	-	-	-	-	664,500
<i>subtotal</i>	\$ 7,751,295	\$ -	\$ -	\$ -	\$ 1,364,378	\$ -	\$ -	\$ -	\$ -	\$ 9,115,673
<b>Total Expenditures</b>	<b>\$ 56,220,788</b>	<b>\$ 2,908,676</b>	<b>\$ 46,350</b>	<b>\$ 250,000</b>	<b>\$ 3,410,946</b>	<b>\$ 3,781,000</b>	<b>\$ 7,436,795</b>	<b>\$ 3,160,933</b>	<b>\$ 1,169,500</b>	<b>\$ 78,384,988</b>

**City of Alpharetta**  
**FY 2013 Budget**  
**Citywide Statement of Revenues and Expenditures (by Category)**

	Special Revenue Funds							Enterprise Fund	Internal Service Fund	TOTAL
	General Fund	E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Debt Service Fund	Capital Projects Fund	Solid Waste Fund	Risk Management Fund	
<b>REVENUES:</b>										
Property Taxes	\$ 17,610,000	\$ -	\$ -	\$ -	\$ -	\$ 3,776,000	\$ -	\$ -	\$ -	\$ 21,386,000
Local Option Sales Taxes	12,070,000	-	-	-	-	-	-	-	-	12,070,000
Other Taxes	12,545,000	-	-	-	3,400,000	-	-	-	-	15,945,000
Licenses and Permits	2,024,500	-	-	-	-	-	-	-	-	2,024,500
Intergovernmental Revenue	76,252	972,599	-	-	-	-	-	-	-	1,048,851
Charges for Services	2,600,500	1,935,000	45,000	-	-	-	-	3,156,500	505,000	8,242,000
Fines and Forfeitures	3,050,000	-	-	50,000	-	-	-	-	-	3,100,000
Interest Earnings	15,000	1,077	1,350	2,500	-	5,000	-	4,433	-	29,360
Other/Miscellaneous	203,363	-	-	-	-	-	350,000	-	-	553,363
<i>subtotal</i>	\$ 50,194,615	\$ 2,908,676	\$ 46,350	\$ 52,500	\$ 3,400,000	\$ 3,781,000	\$ 350,000	\$ 3,160,933	\$ 505,000	\$ 64,399,074
<b>Other Financing Sources</b>										
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,086,795	\$ -	\$ 664,500	\$ 7,751,295
Interfund Transfer from Hotel/Motel Fund	1,364,378	-	-	-	-	-	-	-	-	1,364,378
Budgeted Fund Balance	4,661,795	-	-	197,500	10,946	-	-	-	-	4,870,241
<i>subtotal</i>	\$ 6,026,173	\$ -	\$ -	\$ 197,500	\$ 10,946	\$ -	\$ 7,086,795	\$ -	\$ 664,500	\$ 13,985,914
<b>Total Revenues</b>	<b>\$ 56,220,788</b>	<b>\$ 2,908,676</b>	<b>\$ 46,350</b>	<b>\$ 250,000</b>	<b>\$ 3,410,946</b>	<b>\$ 3,781,000</b>	<b>\$ 7,436,795</b>	<b>\$ 3,160,933</b>	<b>\$ 1,169,500</b>	<b>\$ 78,384,988</b>
<b>EXPENDITURES:</b>										
Personnel Services	\$ 35,416,846	\$ 1,899,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,473	\$ -	\$ 37,372,775
Maintenance and Operations	11,872,851	971,220	1,350	159,000	-	5,000	-	3,104,460	1,169,500	17,283,381
Capital/Capital Lease	634,796	38,000	-	91,000	-	-	5,584,750	-	-	6,348,546
<b>Other</b>										
Contingency	500,000	-	-	-	-	-	-	-	-	500,000
Reserve	-	-	45,000	-	-	94,024	1,527,045	-	-	1,666,069
Alpharetta Business Community (Sidewalks)	-	-	-	-	568,605	-	325,000	-	-	893,605
Alpharetta Convention and Visitors Bureau	-	-	-	-	1,477,963	-	-	-	-	1,477,963
Debt Service (Principal and Interest)	-	-	-	-	-	3,681,976	-	-	-	3,681,976
Donations/Contributions	45,000	-	-	-	-	-	-	-	-	45,000
<i>subtotal</i>	\$ 48,469,493	\$ 2,908,676	\$ 46,350	\$ 250,000	\$ 2,046,568	\$ 3,781,000	\$ 7,436,795	\$ 3,160,933	\$ 1,169,500	\$ 69,269,315
<b>Other Financing Uses</b>										
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,364,378	\$ -	\$ -	\$ -	\$ -	\$ 1,364,378
Interfund Transfer to Capital Project Funds	7,086,795	-	-	-	-	-	-	-	-	7,086,795
Interfund Transfer to Risk Management Fund	664,500	-	-	-	-	-	-	-	-	664,500
<i>subtotal</i>	\$ 7,751,295	\$ -	\$ -	\$ -	\$ 1,364,378	\$ -	\$ -	\$ -	\$ -	\$ 9,115,673
<b>Total Expenditures</b>	<b>\$ 56,220,788</b>	<b>\$ 2,908,676</b>	<b>\$ 46,350</b>	<b>\$ 250,000</b>	<b>\$ 3,410,946</b>	<b>\$ 3,781,000</b>	<b>\$ 7,436,795</b>	<b>\$ 3,160,933</b>	<b>\$ 1,169,500</b>	<b>\$ 78,384,988</b>



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# **GENERAL FUND SUMMARY**

**City of Alpharetta**  
**General Fund**  
**Statement of Budgetary Comparisons (FY 2012-2013)**

	FY 2012 AMENDED BUDGET	FY 2013 RECOMMENDED BUDGET	\$ Variance	% Variance
<b>Revenues:</b>				
Property Taxes:				
Current Year (operations)	\$ 15,500,000	\$ 14,480,000	\$ (1,020,000)	-6.6%
Current Year (capital)	-	2,075,000	2,075,000	100.0%
Motor Vehicle (operations)	800,000	700,000	(100,000)	-12.5%
Motor Vehicle (capital)	-	100,000	100,000	100.0%
Prior Year/Delinquent	432,500	255,000	(177,500)	-41.0%
Local Option Sales Tax	11,350,000	12,070,000	720,000	6.3%
Other Taxes:				
Franchise Fees	6,300,000	6,550,000	250,000	4.0%
Insurance Premium Tax	1,875,000	2,700,000	825,000	44.0%
Alcohol Beverage Excise Tax	1,450,000	1,675,000	225,000	15.5%
Other Taxes	1,450,000	1,620,000	170,000	11.7%
Licenses & Permits	1,502,000	2,024,500	522,500	34.8%
Intergovernmental	76,252	76,252	-	0.0%
Charges for Services	2,705,900	2,600,500	(105,400)	-3.9%
Fines & Forfeitures	3,175,000	3,050,000	(125,000)	-3.9%
Interest	30,000	15,000	(15,000)	-50.0%
Other Revenues	229,676	203,363	(26,313)	-11.5%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	1,240,000	1,364,378	124,378	10.0%
<b>Total Operating Revenues</b>	<b>\$ 48,116,328</b>	<b>\$ 51,558,993</b>	<b>\$ 3,442,665</b>	<b>7.2%</b>
Fund Balance Carryforward	4,441,836	4,661,795		
<b>Total Revenues</b>	<b>\$ 52,558,164</b>	<b>\$ 56,220,788</b>		
<b>Expenditures (by Category):</b>				
Personnel Services:				
Salaries and Wages	\$ 23,616,049	\$ 23,637,472	\$ 21,423	0.1%
Group Insurance	5,147,696	5,787,601	639,905	12.4%
Pension (Defined Benefit)	2,866,169	2,587,027	(279,142)	-9.7%
Pension (401A Contribution)	1,002,226	1,008,975	6,749	0.7%
Miscellaneous	2,404,475	2,395,771	(8,704)	-0.4%
<i>subtotal</i>	<b>\$ 35,036,615</b>	<b>\$ 35,416,846</b>	<b>\$ 380,231</b>	<b>1.1%</b>
Maintenance and Operations:				
Professional Fees	\$ 1,967,076	\$ 1,873,448	\$ (93,628)	-4.8%
Vehicles (Fuel and Maintenance)	949,916	1,198,450	248,534	26.2%
Maintenance Contracts	1,653,734	1,721,141	67,407	4.1%
Professional Services (IT)	973,984	1,119,634	145,650	15.0%
Utilities	2,175,175	2,457,577	282,402	13.0%
Legal Services	480,000	500,000	20,000	4.2%
Miscellaneous	3,070,016	3,002,601	(67,415)	-2.2%
<i>subtotal</i>	<b>\$ 11,269,901</b>	<b>\$ 11,872,851</b>	<b>\$ 602,950</b>	<b>5.4%</b>
Capital/Lease:				
Fire Truck Leases (new lease in 2013)	\$ 277,805	\$ 332,820	\$ 55,015	19.8%
Tyler ERP Lease	125,000	111,976	(13,024)	100.0%
Permitting/Work Order Software Lease	-	133,000	133,000	#DIV/0!
Miscellaneous	37,485	57,000	19,515	52.1%
<i>subtotal</i>	<b>\$ 440,290</b>	<b>\$ 634,796</b>	<b>\$ 194,506</b>	<b>44.2%</b>
Other Uses:				
Contingency	\$ 706,061	\$ 500,000	\$ (206,061)	-29.2%
Donations/Contributions	45,000	45,000	-	0.0%
<i>subtotal</i>	<b>\$ 751,061</b>	<b>\$ 545,000</b>	<b>\$ (206,061)</b>	<b>-27.4%</b>
<b>Total Operating Expenditures</b>	<b>\$ 47,497,867</b>	<b>\$ 48,469,493</b>	<b>\$ 971,626</b>	<b>2.0%</b>
Interfund Transfer:				
Capital Project Fund	4,373,797	7,086,795		
Grant Funds	50,000	-		
Risk Management	636,500	664,500		
<b>Total Expenditures</b>	<b>\$ 52,558,164</b>	<b>\$ 56,220,788</b>		
Personnel (full-time-equivalent)	416.0	416.5		

**City of Alpharetta**  
**General Fund**  
**Statement of Revenues, Expenditures, and changes in Fund Balance**

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 22,883,207	\$ 21,295,481	\$ 18,879,353	\$ 20,565,040	\$ 16,123,204
<b>Revenues:</b>					
Property Taxes	\$ 18,914,265	\$ 18,603,559	\$ 17,973,531	\$ 16,732,500	\$ 17,610,000
Local Option Sales Taxes	10,696,787	11,174,798	11,230,204	11,350,000	12,070,000
Other Taxes	10,787,634	10,998,748	11,210,028	11,075,000	12,545,000
Licenses and Permits	1,369,379	1,497,744	1,819,139	1,502,000	2,024,500
Intergovernmental	73,516	76,348	61,294	76,252	76,252
Charges for Services	2,660,303	2,638,962	2,913,918	2,705,900	2,600,500
Fines and Forfeitures	3,327,621	3,360,576	3,110,574	3,175,000	3,050,000
Interest	280,382	57,365	36,604	30,000	15,000
Other Revenue	487,710	315,562	214,572	168,356	138,466
	<b>\$ 48,597,597</b>	<b>\$ 48,723,662</b>	<b>\$ 48,569,864</b>	<b>\$ 46,815,008</b>	<b>\$ 50,129,718</b>
<b>Expenditures:</b>					
Mayor and City Council	\$ 245,974	\$ 226,706	\$ 210,244	\$ 288,115	\$ 307,471
City Administration	1,173,318	1,104,657	1,167,452	1,391,344	1,832,785
Legal Services	464,007	392,470	505,862	480,000	500,000
City Clerk	249,190	350,403	252,606	413,000	235,135
Community Development	1,904,173	1,925,790	1,932,992	1,961,072	2,033,955
Engineering and Public Works	7,294,161	7,025,225	6,343,910	6,760,909	7,185,001
Finance	2,512,964	2,684,236	2,754,804	3,011,909	2,951,242
Public Safety	21,360,612	21,698,836	22,141,259	22,868,011	23,258,680
Human Resources	333,715	263,708	292,169	391,153	396,247
Municipal Court	918,427	931,504	928,142	1,024,358	996,785
Internal Audit	145,657	147,360	153,381	157,359	160,635
Recreation and Parks	6,298,065	6,159,360	6,137,913	6,708,093	6,644,219
Information Technology	1,394,203	1,230,662	1,225,291	1,291,483	1,422,338
Non-Departmental:	-	-	-	-	-
Contingency	-	-	258,891	706,061	500,000
Donations/Contributions	45,000	45,000	45,000	45,000	45,000
	<b>\$ 44,339,466</b>	<b>\$ 44,185,917</b>	<b>\$ 44,349,916</b>	<b>\$ 47,497,867</b>	<b>\$ 48,469,493</b>
<b>Other Financing Sources (Uses):</b>					
Proceeds from the sale of Capital Assets	\$ 244,000	\$ 73,099	\$ 247,893	\$ 61,320	\$ 64,897
Interfund Transfer:					
E-911 Fund	-	-	-	-	-
Bond IV Fund	-	-	-	-	-
Hotel/Motel Fund	1,224,923	1,132,755	1,253,457	1,240,000	1,364,378
Operating Grant Fund	(25,450)	-	(50,000)	(50,000)	-
Capital Grant Fund	(184,575)	(275,000)	-	-	-
Capital Project Fund	(6,213,887)	(6,634,830)	(3,259,311)	(4,373,797)	(7,086,795)
Debt Service Fund	-	-	-	-	-
Solid Waste Fund	-	-	-	-	-
Risk Management Fund	(890,868)	(1,249,897)	(726,300)	(636,500)	(664,500)
	<b>\$ (5,845,857)</b>	<b>\$ (6,953,873)</b>	<b>\$ (2,534,261)</b>	<b>\$ (3,758,977)</b>	<b>\$ (6,322,020)</b>
<b>Ending Fund Balance: (1)</b>	<b>\$ 21,295,481</b>	<b>\$ 18,879,353</b>	<b>\$ 20,565,040</b>	<b>\$ 16,123,204</b>	<b>\$ 11,461,409</b>
<i>Changes in Fund Balance (actual/est.)</i>	\$ (1,587,726)	\$ (2,416,128)	\$ 1,685,687	\$ (4,441,836)	\$ (4,661,795)
<i>Personnel (full-time-equivalent) (3)</i>	418.0	417.0	417.0	416.0	416.5

**Notes:**

(1) Pursuant to the City's financial management policies, fund balance in excess of the City's current 21% Fund Balance Reserve can be used for one-time capital initiatives. Additionally, the budgetary presentation for fiscal years 2012 and 2013 assumes all appropriations will be spent; historically, a portion of the appropriations will go unspent which will augment the fund balance (i.e. the actual reduction in fund balance will be lower than what is presented above).



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# **SPECIAL REVENUE FUND SUMMARIES**

## City of Alpharetta E-911 Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
E-911 Service Fees (land lines)	\$ 800,000	\$ 814,000	\$ 14,000	1.8%
E-911 Service Fees (cell phones)	1,315,000	1,121,000	(194,000)	-14.8%
Intergovernmental:				
City of Milton	660,400	972,599	312,199	47.3%
Interest	2,259	1,077	(1,182)	-52.3%
Other Financing Sources: (2)				
Budgeted Fund Balance ("FB")	1,359,839	-	(1,359,839)	-100.0%
<b>Total Revenues (All Sources): (1)</b>	<b>\$ 4,137,498</b>	<b>\$ 2,908,676</b>	<b>\$ (1,228,822)</b>	<b>-29.7%</b>
Personnel Services:				
Salaries	\$ 1,312,562	\$ 1,305,486	\$ (7,076)	-0.5%
Benefits	535,053	593,970	58,917	11.0%
Maintenance and Operations:				
Communications	372,000	372,000	-	0.0%
Maintenance Contracts	170,843	195,161	24,318	14.2%
Professional Services (IT)	144,428	174,251	29,823	20.6%
Utilities	62,316	63,000	684	1.1%
Miscellaneous	155,457	166,808	11,351	7.3%
Capital:				
Miscellaneous	25,000	38,000	13,000	0.0%
Other Uses: (2)				
Non-Allocated/Reserve	1,359,839	-	(1,359,839)	-100.0%
Transfer to Capital Project Fund	-	-	-	100.0%
<b>Total Expenditures (All Uses): (1)</b>	<b>\$ 4,137,498</b>	<b>\$ 2,908,676</b>	<b>\$ (1,228,822)</b>	<b>-29.7%</b>

<i>Personnel (full-time-equivalent)</i>	24.0	24.0
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**Notes:**

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. The true operational budget growth after adjusting for non-operating items approximates 6.0%.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

# City of Alpharetta

## E-911 Fund

### Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 2,280,174	\$ 2,470,588	\$ 2,921,114	\$ 1,915,839	\$ 1,915,839
<b>Revenues:</b>					
Charges for Services	\$ 1,986,479	\$ 2,001,326	\$ 2,280,641	\$ 2,115,000	\$ 1,935,000
Interest	34,693	11,147	3,488	2,259	1,077
City of Milton Agreement	393,675	551,065	535,797	660,400	972,599
Other	-	1,084	-	-	-
	<b>\$ 2,414,847</b>	<b>\$ 2,564,622</b>	<b>\$ 2,819,927</b>	<b>\$ 2,777,659</b>	<b>\$ 2,908,676</b>
<b>Expenditures:</b>					
Public Safety	\$ 2,224,433	\$ 2,114,096	\$ 2,050,158	\$ 2,777,659	\$ 2,908,676
	<b>\$ 2,224,433</b>	<b>\$ 2,114,096</b>	<b>\$ 2,050,158</b>	<b>\$ 2,777,659</b>	<b>\$ 2,908,676</b>
<b>Other Financing Sources (Uses):</b>					
Interfund Transfer:					
(2) General Fund (subsidy/other)	\$ -	\$ -	\$ (1,775,043)	\$ -	\$ -
Capital Project Fund	-	-	-	-	-
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,775,043)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Adjustments/Reconciliation:</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Fund Balance: (1)</b>	<b>\$ 2,470,588</b>	<b>\$ 2,921,114</b>	<b>\$ 1,915,839</b>	<b>\$ 1,915,839</b>	<b>\$ 1,915,839</b>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 190,414	\$ 450,526	\$ (1,005,275)	\$ -	\$ -
<i>Personnel (full-time-equivalent)</i>	20.0	21.0	21.0	24.0	24.0

**Notes:**

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) The General Fund has contributed \$1,775,043 to the E-911 Fund since fiscal year 2005. The contributions were made for budgeting purposes but were not needed as sufficient cash existed at the fund level. The decline in fund balance in FY 2011 represents repayment to the General Fund at 0% interest.

## City of Alpharetta Impact Fee Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Impact Fees (streets/highways)	\$ 7,500	\$ 15,000	\$ 7,500	100.00%
Impact Fees (recreation/parks)	7,500	15,000	7,500	100.00%
Impact Fees (public safety)	15,000	15,000	-	0.00%
Interest	2,500	1,350	(1,150)	-46.00%
Other Financing Sources:				
Budgeted Fund Balance	457,292	-	(457,292)	-100.00%
<b>Total Revenues (All Sources):</b>	<b>\$ 489,792</b>	<b>\$ 46,350</b>	<b>\$ (443,442)</b>	<b>-90.54%</b>
Non-Departmental/Other Uses:				
Impact Fee Administration	900	1,350	450	50.00%
Interfund Transfer (Debt Svc Fund)	271,600	-	(271,600)	-100.00%
(1) Non-Allocated/Reserve	217,292	45,000	(172,292)	-79.29%
<b>Total Expenditures (All Uses):</b>	<b>\$ 489,792</b>	<b>\$ 46,350</b>	<b>\$ (443,442)</b>	<b>-90.54%</b>

**Notes:**

(1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

# City of Alpharetta Impact Fee Fund

## Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 341,180	\$ 710,515	\$ 713,108	\$ 457,292	\$ 217,292
<b>Revenues:</b>					
Charges for Services	\$ 591,847	\$ 104,486	\$ 251,116	\$ 30,000	\$ 45,000
Interest	14,243	2,593	602	2,500	1,350
	<u>\$ 606,090</u>	<u>\$ 107,079</u>	<u>\$ 251,718</u>	<u>\$ 32,500</u>	<u>\$ 46,350</u>
<b>Expenditures:</b>					
Non-Departmental	\$ 17,755	\$ 3,135	\$ 7,533	\$ 900	\$ 1,350
	<u>\$ 17,755</u>	<u>\$ 3,135</u>	<u>\$ 7,533</u>	<u>\$ 900</u>	<u>\$ 1,350</u>
<b>Other Financing Sources (Uses):</b>					
Interfund Transfer:					
Debt Service Fund	\$ (219,000)	\$ (101,351)	\$ (500,000)	\$ (271,600)	\$ -
	<u>\$ (219,000)</u>	<u>\$ (101,351)</u>	<u>\$ (500,000)</u>	<u>\$ (271,600)</u>	<u>\$ -</u>
<b>Ending Fund Balance: (1)</b>	<u><u>\$ 710,515</u></u>	<u><u>\$ 713,108</u></u>	<u><u>\$ 457,292</u></u>	<u><u>\$ 217,292</u></u>	<u><u>\$ 262,292</u></u>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 369,335	\$ 2,593	\$ (255,816)	\$ (240,000)	\$ 45,000

**Notes:**

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Impact Fee monies for FY's 2009-2012 were transferred to the Debt Service Fund to offset debt service on general obligation bonds issued to fund system improvements (recreation/parks, streets, and public safety). Impact Fees in FY 2013 will be reserved for future system improvements.

## City of Alpharetta Drug Enforcement Agency Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Fines and Forfeitures (1)	\$ 50,000	\$ 50,000	\$ -	0.00%
Interest	2,500	2,500	-	0.00%
Other Financing Sources:				
Budgeted Fund Balance	1,281,938	197,500	(1,084,438)	-84.59%
<b>Total Revenues (All Sources):</b>	<b>\$ 1,334,438</b>	<b>\$ 250,000</b>	<b>\$ (1,084,438)</b>	<b>-81.27%</b>
Maintenance and Operations	\$ 407,748	\$ 159,000	\$ (248,748)	-61.01%
Capital	290,249	91,000	(199,249)	-68.65%
Other Uses: (2)				
Non-Allocated/Reserve	636,441	-	(636,441)	0.00%
<b>Total Expenditures (All Uses):</b>	<b>\$ 1,334,438</b>	<b>\$ 250,000</b>	<b>\$ (1,084,438)</b>	<b>-81.27%</b>

Notes:

(1) Annual confiscation revenue appropriations are estimated herein at conservatively minor amounts due to their non-standard collection pattern. The annual budget will rely primarily upon available fund balance (i.e. revenue collections in excess of expenditures/commitments). Revenue collection in excess of the minor amounts budgeted will further augment available fund balance.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

## City of Alpharetta Drug Enforcement Agency Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated Actual	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 305,866	\$ 433,413	\$ 572,678	\$ 804,469	\$ 1,281,939	\$ 976,338
<b>Revenues:</b>						
Fines and Forfeitures	\$ 203,174	\$ 399,093	\$ 507,289	\$ 1,125,215	\$ 387,396	\$ 50,000
Interest	11,595	11,826	3,142	2,019	5,000	2,500
Miscellaneous	-	-	1,064	-	-	-
	<b>\$ 214,769</b>	<b>\$ 410,919</b>	<b>\$ 511,494</b>	<b>\$ 1,127,234</b>	<b>\$ 392,396</b>	<b>\$ 52,500</b>
<b>Expenditures:</b>						
Public Safety	\$ 87,222	\$ 271,654	\$ 279,703	\$ 649,764	\$ 697,997	\$ 250,000
	<b>\$ 87,222</b>	<b>\$ 271,654</b>	<b>\$ 279,703</b>	<b>\$ 649,764</b>	<b>\$ 697,997</b>	<b>\$ 250,000</b>
<b>Ending Fund Balance: (1),(2)</b>	<b>\$ 433,413</b>	<b>\$ 572,678</b>	<b>\$ 804,469</b>	<b>\$ 1,281,939</b>	<b>\$ 976,338</b>	<b>\$ 778,838</b>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 127,547	\$ 139,265	\$ 231,791	\$ 477,470	\$ (305,601)	\$ (197,500)

**Notes:**

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.  
(2) FY 2012 fund balance is being used for capital initiatives (e.g. high-tech training room).  
FY 2013 fund balance is proposed to be used for operating/capital initiatives.

## City of Alpharetta Hotel/Motel Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Other Taxes:				
Hotel/Motel Taxes	\$ 3,100,000	\$ 3,400,000	\$ 300,000	9.7%
Other:				
Budgeted Fund Balance	10,946	10,946	-	0.0%
<b>Total Revenues (All Sources):</b>	<b>\$ 3,110,946</b>	<b>\$ 3,410,946</b>	<b>\$ 300,000</b>	<b>9.6%</b>
Other Uses:				
Alpharetta Business Community	\$ 516,770	\$ 568,605	\$ 51,835	10.0%
Alpharetta Convention & Visitor's Bureau	1,343,230	1,477,963	134,733	10.0%
City of Alpharetta	1,240,000	1,364,378	124,378	10.0%
Reserve	10,946	-	(10,946)	-100.0%
<b>Total Expenditures (All Uses):</b>	<b>\$ 3,110,946</b>	<b>\$ 3,410,946</b>	<b>\$ 300,000</b>	<b>9.6%</b>

**Notes:**

The City of Alpharetta levies a Hotel/Motel occupancy tax of 6% on total rental charges. The resulting revenue is distributed as follows: Alpharetta Business Community (16.67%); Alpharetta Convention & Visitor's Bureau (43.33%); and the City of Alpharetta (40.00%).

## City of Alpharetta Hotel/Motel Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 10,947	\$ 10,947	\$ 10,947	\$ 10,947	\$ 10,947
<b>Revenues:</b>					
Other Taxes	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,100,000	\$ 3,400,000
	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,100,000	\$ 3,400,000
<b>Expenditures:</b>					
Alpharetta Business Community	\$ 510,487	\$ 472,076	\$ 522,378	\$ 516,770	\$ 568,605
Alpharetta Convention & Visitor's Bureau	1,326,897	1,227,057	1,357,807	1,343,230	1,477,963
City of Alpharetta	1,224,923	1,132,755	1,253,457	1,240,000	1,364,378
	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,100,000	\$ 3,410,946
<b>Ending Fund Balance: (1),(2)</b>	<b>\$ 10,947</b>	<b>\$ 10,947</b>	<b>\$ 10,947</b>	<b>\$ 10,947</b>	<b>\$ 1</b>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 0	\$ (0)	\$ (0)	\$ -	\$ (10,946)

**Notes:**

The City of Alpharetta levies a Hotel/Motel occupancy tax of 6% on total rental charges. The resulting revenue is distributed as follows: Alpharetta Business Community (16.67%); Alpharetta Convention & Visitor's Bureau (43.33%); and the City of Alpharetta (40.00%).



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# **DEBT SERVICE FUND SUMMARY**

# City of Alpharetta Debt Service Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Property Taxes: (1)				
Property Taxes	\$ 6,356,000	\$ 3,607,000	\$ (2,749,000)	-43.3%
Delinquent	75,000	-	(75,000)	-100.0%
Motor Vehicle Taxes	277,000	169,000	(108,000)	-39.0%
Interest	20,000	5,000	(15,000)	-75.0%
Other Financing Sources:				
Transfer-In from Impact Fee Fund	271,600	-	(271,600)	-100.0%
Budgeted Fund Balance (2)	4,520,445	-	(4,520,445)	-100.0%
<b>Total Revenues (All Sources)</b>	<b>\$ 11,520,045</b>	<b>\$ 3,781,000</b>	<b>\$ (7,739,045)</b>	<b>-67.2%</b>
Maintenance & Operations:				
Professional Services	\$ 5,000	\$ 5,000	\$ -	0.0%
Debt Service (Principal and Interest):				
City of Alpharetta				
GO Refunding Bonds, Series 2003	3,667,494	-	(3,667,494)	-100.0%
GO Bonds, Series 2006	2,058,538	2,037,850	(20,688)	-1.0%
GO Refunding Bonds, Series 2009	1,363,250	-	(1,363,250)	-100.0%
GO Bonds, Series 2012	-	1,517,950	1,517,950	100.0%
Development Authority of Alpharetta				
Revenue Refunding Bonds, Series 2009	125,763	126,176	413	0.3%
Other Uses:				
Transfer to Capital Project Fund (2)	4,300,000	-	(4,300,000)	100.0%
Debt Service Reserve (3)	-	94,024	94,024	100.0%
<b>Total Expenditures (All Uses)</b>	<b>\$ 11,520,045</b>	<b>\$ 3,781,000</b>	<b>\$ (7,833,069)</b>	<b>-67.2%</b>

Notes:

(1) The reduction in property tax revenue is primarily related to the drop in the underlying millage rate as the city's debt service has declined. The motor vehicle revenue is also experiencing the partial year impact of House Bill 386 which is phasing out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city will still receive motor vehicle taxes on vehicles titled before March 11, 2013 until the vehicle is sold/transferred. The city is forecasting motor vehicle revenues to be fully phased-out over the seven year period ending in FY 2020.

(2) The city's General Fund transferred over \$6.0M to smooth the tax levy necessary to support escalating debt service requirements from 2007-2011. The figure represents the available balance that can be utilized for capital initiatives.

(3) The city has conservatively budgeted an overall reduction in property values/revenues for FY 2013 (based on trend data). However, a debt service reserve is being maintained to further insulate the city from: (a) non-property tax revenue declines; and (b) property tax revenue declines in excess of those already forecasted.

# City of Alpharetta

## Debt Service Fund

### Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Est.	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 10,648,494	\$ 8,875,237	\$ 6,811,110	\$ 4,948,377	\$ 308,741
<b>Revenues:</b>					
Property Taxes (incl. Motor Vehicle)	\$ 7,449,471	\$ 7,336,490	\$ 7,202,093	\$ 6,708,000	\$ 3,776,000
Interest	265,630	35,432	27,139	20,000	5,000
Other	185	-	-	-	-
	<b>\$ 7,715,286</b>	<b>\$ 7,371,922</b>	<b>\$ 7,229,232</b>	<b>\$ 6,728,000</b>	<b>\$ 3,781,000</b>
<b>Expenditures:</b>					
Professional Services	\$ 3,000	\$ 7,069	\$ 3,150	\$ 5,000	\$ 5,000
Non-Departmental:					
Debt Service	9,694,484	9,530,331	9,588,815	7,334,236	3,681,976
	<b>\$ 9,697,484</b>	<b>\$ 9,537,400</b>	<b>\$ 9,591,965</b>	<b>\$ 7,339,236</b>	<b>\$ 3,686,976</b>
<b>Other Financing Sources (Uses):</b>					
Interfund Transfer:					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Impact Fee Fund	219,000	101,351	500,000	271,600	-
(1) Capital Project Fund	-	-	-	(4,300,000)	-
Bond IV Fund	-	-	-	-	-
Refunding Bonds (net)	(10,059)	-	-	-	-
	<b>\$ 208,941</b>	<b>\$ 101,351</b>	<b>\$ 500,000</b>	<b>\$ (4,028,400)</b>	<b>\$ -</b>
<b>Ending Fund Balance: (1)</b>	<b>\$ 8,875,237</b>	<b>\$ 6,811,110</b>	<b>\$ 4,948,377</b>	<b>\$ 308,741</b>	<b>\$ 402,765</b>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (1,773,257)</i>	<i>\$ (2,064,127)</i>	<i>\$ (1,862,733)</i>	<i>\$ (4,639,636)</i>	<i>\$ 94,024</i>

**Notes:**

(1) The city's General Fund transferred over \$6.0M to smooth the tax levy necessary to support escalating debt service requirements from 2007-2011. FY 2012 included a repayment to the General Fund that has been utilized for capital initiatives.

# **CAPITAL PROJECT FUND SUMMARIES**

## City of Alpharetta Capital Project Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Adopted Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Other/Miscellaneous:				
Alpharetta Business Community	\$ 640,000	\$ 325,000	\$ (315,000)	-49.22%
Alpharetta Youth Baseball Association	-	25,000	25,000	100.00%
Other Financing Sources: (1)				
General Fund Transfer	4,373,797	7,086,795	2,712,998	62.03%
E-911 Fund Repayment	-	-	-	100.00%
Debt Service Fund Repayment	4,300,000	-	(4,300,000)	200.00%
Budgeted Fund Balance	-	-	-	100.00%
Alpharetta Business Community	-	-	-	100.00%
<b>Total Revenues (All Sources):</b>	<b>\$ 9,313,797</b>	<b>\$ 7,436,795</b>	<b>\$ (1,877,002)</b>	<b>-20.15%</b>
Capital: (2)				
City Administration	\$ -	\$ 440,750	\$ 440,750	100.00%
Engineering and Public Works	4,362,500	3,497,500	(865,000)	-19.83%
Public Safety	918,000	829,500	(88,500)	-9.64%
Recreation and Parks	464,000	397,000	(67,000)	-14.44%
Information Technology	347,000	420,000	73,000	21.04%
Alpharetta Business Community Sidewalks	640,000	325,000	(315,000)	-49.22%
Other Uses:				
Reserve for Future Capital/One-time Initiatives	2,582,297	1,527,045	(1,055,252)	100.00%
<b>Total Expenditures (All Uses):</b>	<b>\$ 9,313,797</b>	<b>\$ 7,436,795</b>	<b>\$ (1,877,002)</b>	<b>-20.15%</b>

**Notes:**

(1) The city's General Fund has transferred over \$6.0 million into the Debt Service Fund to smooth the tax levy necessary to support escalating debt service requirements from 2007-2011. The FY 2012 budget includes repayment (from available fund balance) to the General Fund of \$4.3 million. This funding is being transferred directly to the Capital Project Fund to be used for one-time capital initiatives.

(2) Please refer to the Capital Requests tab for detailed descriptions of the FY 2013 capital initiatives.



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# **ENTERPRISE FUND SUMMARY**

## City of Alpharetta Solid Waste Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Refuse Collection Fees	\$ 2,685,000	\$ 2,775,000	\$ 90,000	3.35%
TAG Fees	1,000	1,000	-	0.00%
Commercial Hauler Fees	25,000	20,000	(5,000)	-20.00%
Environmental Fees	335,000	350,000	15,000	4.48%
Penalties and Fees	10,000	10,000	-	0.00%
Bad Check Fees	500	500	-	0.00%
Interest	6,660	4,433	(2,227)	-33.44%
Other Financing Sources:				
Budgeted Fund Balance	398,803	-	(398,803)	-100.00%
<b>Total Revenues (All Sources): (1)</b>	<b>\$ 3,461,963</b>	<b>\$ 3,160,933</b>	<b>\$ (301,030)</b>	<b>-8.70%</b>
Personnel Services:				
Salaries	\$ 38,443	\$ 39,101	\$ 658	1.71%
Benefits	17,143	17,372	229	1.34%
Maintenance & Operations:				
Professional Fees	2,963,000	3,060,000	97,000	3.27%
Miscellaneous	44,574	44,460	(114)	-0.26%
Other Uses:				
Non-Allocated/Reserve (2)	398,803	-	(398,803)	-100.00%
<b>Total Expenditures (All Uses): (1)</b>	<b>\$ 3,461,963</b>	<b>\$ 3,160,933</b>	<b>\$ (301,030)</b>	<b>-8.70%</b>

<i>Personnel (full-time-equivalent)</i>	1.0	1.0
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Notes:

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. The true operational budget growth after adjusting for non-operating items approximates 3.0%.

# City of Alpharetta Solid Waste Fund

## Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ 843,883	\$ 982,404	\$ 956,834	\$ 995,793	\$ 995,793
<b>Revenues:</b>					
Charges for Services	\$ 2,633,974	\$ 2,645,368	\$ 3,083,732	\$ 3,056,500	\$ 3,156,500
Interest	30,191	6,749	3,431	6,660	4,433
	<u>\$ 2,664,165</u>	<u>\$ 2,652,118</u>	<u>\$ 3,087,164</u>	<u>\$ 3,063,160</u>	<u>\$ 3,160,933</u>
<b>Expenditures:</b>					
Solid Waste Operations	\$ 2,525,644	\$ 2,677,689	\$ 3,048,205	\$ 3,063,160	\$ 3,160,933
	<u>\$ 2,525,644</u>	<u>\$ 2,677,689</u>	<u>\$ 3,048,205</u>	<u>\$ 3,063,160</u>	<u>\$ 3,160,933</u>
<b>Other Financing Sources (Uses):</b>					
Interfund Transfer:					
General Fund (subsidy/other)	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Adjustments/Reconciliation:</b>	-	2	-	-	-
<b>Ending Fund Balance: (1)</b>	<u><b>\$ 982,404</b></u>	<u><b>\$ 956,834</b></u>	<u><b>\$ 995,793</b></u>	<u><b>\$ 995,793</b></u>	<u><b>\$ 995,793</b></u>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 138,521	\$ (25,569)	\$ 38,959	\$ -	\$ -
<i>Personnel (full-time-equivalent)</i>	1.0	1.0	1.0	1.0	1.0

**Notes:**

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.



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# **INTERNAL SERVICE FUND SUMMARY**

## City of Alpharetta Risk Management Fund Statement of Budgetary Comparisons (FY 2012-2013)

	FY 2012 Amended Budget	FY 2013 Recommended Budget	\$ Variance	% Variance
Charges for Services	\$ 525,000	\$ 505,000	\$ (20,000)	-3.81%
Other:				
General Fund Transfer	636,500	664,500	28,000	4.40%
Budgeted Fund Balance	383,598	-		
<b>Total Revenues (All Sources):</b>	<b>\$ 1,545,098</b>	<b>\$ 1,169,500</b>	<b>\$ 8,000</b>	<b>0.52%</b>
Maintenance & Operations: (1)				
Professional Services	\$ 100,000	\$ 125,000	\$ 25,000	25.00%
Claims & Judgments (CY Reserve)	525,000	505,000	(20,000)	-3.81%
Vehicle Liability	110,000	105,000	(5,000)	-4.55%
Property and Equipment Liability	50,000	60,000	10,000	20.00%
General Liability	80,000	80,000	-	0.00%
Law Enforcement Liability	115,000	125,000	10,000	8.70%
Public Entity Liability	35,000	30,000	(5,000)	-14.29%
Workers Comp. Excess Liability	60,000	60,000	-	0.00%
Employee Benefits Liability	500	500	-	100.00%
Criminal Liability	6,000	4,000	(2,000)	-33.33%
Umbrella and Excess Liability	80,000	75,000	(5,000)	-6.25%
Other Uses: (2)				
Non-Allocated/Reserve	383,598			
<b>Total Expenditures (All Uses):</b>	<b>\$ 1,545,098</b>	<b>\$ 1,169,500</b>	<b>\$ 8,000</b>	<b>0.52%</b>

**Notes:**

(1) Variances are based on current year-to-date premium expenditures.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

**City of Alpharetta**  
**Risk Management Fund**  
**Statement of Revenues, Expenditures, and changes in Fund Balance** <sup>(1),(2)</sup>

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Amended Budget	FY 2013 Recommended Budget
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	\$ 3,521	\$ 383,598	\$ 383,598
<b>Revenues:</b>						
Charges for Services	\$ -	\$ -	\$ 425,000	\$ 480,698	\$ 525,000	\$ 505,000
Other:						
Insurance Proceeds	-	-	-	110,086	-	-
	\$ -	\$ -	\$ 425,000	\$ 590,784	\$ 525,000	\$ 505,000
<b>Expenditures:</b>						
Maintenance & Operations:						
Workers Compensation Admin.	\$ -	\$ -	\$ 16,542	\$ -	\$ -	\$ -
Professional Services	-	-	40,699	135,123	100,000	125,000
Claims & Judgments	-	-	976,147	305,021	525,000	505,000
Vehicle Liability	-	-	143,013	103,088	110,000	105,000
Property and Equipment Liability	-	-	45,351	49,034	50,000	60,000
General Liability	-	-	79,650	77,120	80,000	80,000
Law Enforcement Liability	-	-	124,466	112,825	115,000	125,000
Public Entity Liability	-	-	50,091	26,439	35,000	30,000
Workers Comp. Excess Liability	-	-	67,271	53,208	60,000	60,000
Employee Benefits Liability	-	-	475	428	500	500
Criminal Liability	-	-	6,579	3,085	6,000	4,000
Umbrella and Excess Liability	-	-	120,581	71,637	80,000	75,000
	\$ -	\$ -	\$ 1,670,865	\$ 937,008	\$ 1,161,500	\$ 1,169,500
<b>Other Financing Sources (Uses):</b>						
Interfund Transfer:						
General Fund	\$ -	\$ -	\$ 1,249,386	\$ 726,300	\$ 636,500	\$ 664,500
	\$ -	\$ -	\$ 1,249,386	\$ 726,300	\$ 636,500	\$ 664,500
<b>Ending Fund Balance: (1),(2)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,521</b>	<b>\$ 383,598</b>	<b>\$ 383,598</b>	<b>\$ 383,598</b>
<i>Changes in Fund Balance (actual/est.)</i>	\$ -	\$ -	\$ 3,521	\$ 380,077	\$ -	\$ -

**Notes:**

- (1) The Risk Management Fund was established in FY 2010 to allow for the effective and efficient tracking of Risk Management activities.  
(2) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts. FY 2008-2009 financial activity was recorded within the General Fund.



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# Mayor and City Council



**David Belle Isle**



**Donald Mitchell**



**Mike Kennedy**



**Chris Owens**



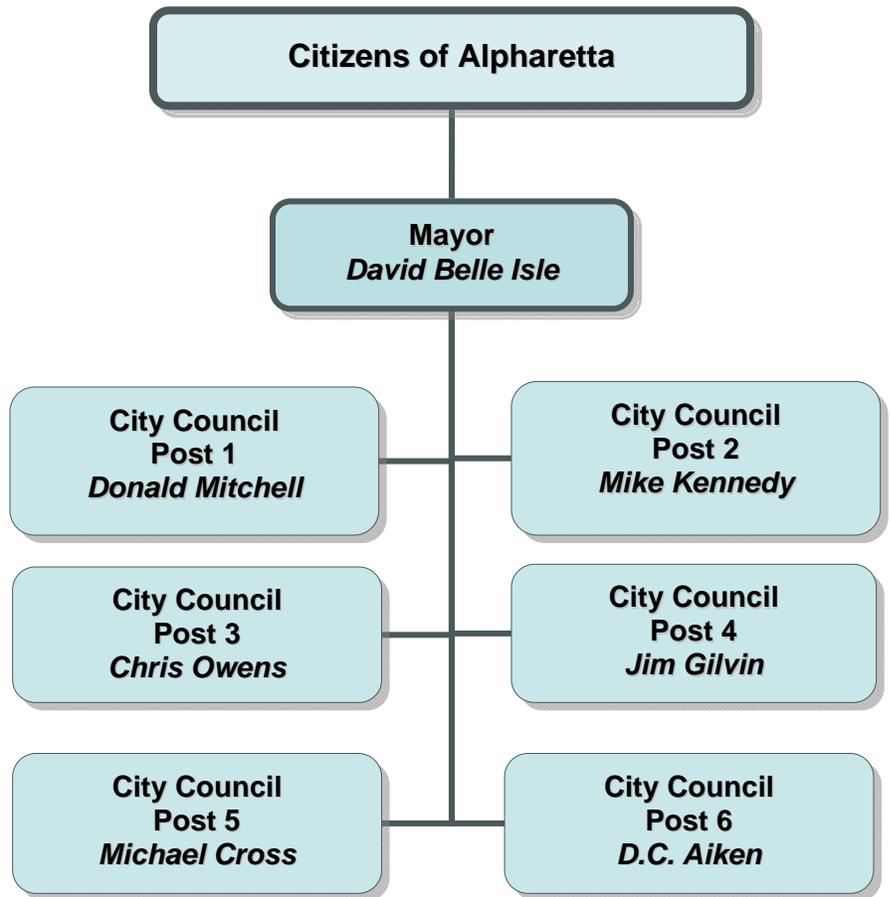
**Jim Gilvin**



**Michael Cross**



**D. C. Aiken**



# Mayor and City Council

## **Mission Statement**

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

## **Core Values**

***Excellence:*** We believe that expectations are the starting point; not the destination. Every member of the City of Alpharetta Team shall be dedicated to the pursuit of continuous improvement in our results and how they are achieved.

***Stewardship:*** The citizens of Alpharetta have entrusted to us public resources and empowered us to protect, invest, and leverage them for the good and betterment of the community. We shall do so in a manner that reflects the highest ethics, exacting standards, and unwavering principles.

***Integrity:*** The trust of the public is the foundation of our ability to conduct the business of local government and realize the City's mission. Every member of the City of Alpharetta Team shall maintain her or his reputation for honesty, straightforwardness, fair dealing, and a sincere desire to serve in the best interest of the community and citizens of Alpharetta

***Service:*** The City of Alpharetta is committed to efficient, effective, and responsive service delivery that makes a positive difference in the community and the lives of those we serve. We shall proactively address issues and pursue opportunities, act with humility, and deliver more than what is expected.

***Loyalty:*** Through our every word and action we shall serve, protect, and promote the community and citizens of Alpharetta; advance the City's mission; and support and work in unity with those with whom we serve.

## **Goals and Objectives**

Alpharetta is the Signature City in the Region, distinguished by the following characteristics:

- ✓ Safe, Secure and Livable City for our Residents, Businesses and Visitors;
- ✓ Recreational, Educational and Cultural Opportunities for All Ages;

- ✓ Proactive, Environmentally Sensitive Community with a Focus on our Future;
- ✓ Responsive, Open Government to Meet the Needs of our Citizens and Stakeholders;
- ✓ Strong Economic Base to Minimize Taxes and Provide a Secure Future for our Families;
- ✓ Small Town Feel with a Historic Past;
- ✓ Strong Business Partnerships in a Corporate Campus Environment; and
- ✓ Creative, Cost Efficient and Effective Solutions for our Transportation Needs.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
MAYOR AND CITY COUNCIL  
Five-year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>average 5 year percent change</i>		0.0%			
<b>Expenditures</b>	\$ 245,974	\$ 226,706	\$ 210,244	\$ 288,115	\$ 307,471
<i>% Change</i>		-7.8%	-7.3%	37.0%	6.7%
<i>average 5 year percent change</i>		7.2%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
MAYOR AND CITY COUNCIL  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Revenue</b>								
	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Expenditures</b>								
	Personnel services:								
	Salary	\$ 117,500	\$ 115,000	\$ 120,000	\$ -	\$ 120,000	\$ 120,000	0.0%	\$ -
(1)	Benefits	97,198	85,841	120,115	-	120,115	139,471	16.1%	19,356
	<b>subtotal</b>	<b>\$ 214,698</b>	<b>\$ 200,841</b>	<b>\$ 240,115</b>	<b>\$ -</b>	<b>\$ 240,115</b>	<b>\$ 259,471</b>	<b>8.1%</b>	<b>\$ 19,356</b>
	Maintenance and Operations:								
	Professional Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	General Supplies	-	-	-	-	-	-		-
	Small Equipment	-	-	-	-	-	-		-
	Post 1 - Donald Mitchell	1,721	2,068	5,000	-	5,000	5,000	0.0%	-
	Post 2 - Mike Kennedy	2,593	762	5,000	-	5,000	5,000	0.0%	-
	Post 3 - Chris Owens	2,462	565	5,000	-	5,000	5,000	0.0%	-
	Post 4 - Jim Gilvin	2,049	2,229	5,000	-	5,000	5,000	0.0%	-
	Post 5 - Michael Cross	310	1,300	5,000	-	5,000	5,000	0.0%	-
	Post 6 - D.C. Aiken	466	297	5,000	-	5,000	5,000	0.0%	-
	Mayor - David Belle Isle	2,379	2,147	9,000	-	9,000	9,000	0.0%	-
	Non-Recurring	29	35	3,000	-	3,000	3,000	0.0%	-
	Promotions	-	-	6,000	-	6,000	6,000	0.0%	-
	<b>subtotal</b>	<b>\$ 12,008</b>	<b>\$ 9,404</b>	<b>\$ 48,000</b>	<b>\$ -</b>	<b>\$ 48,000</b>	<b>\$ 48,000</b>	<b>0.0%</b>	<b>\$ -</b>
	Capital:								
	Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Total Expenditures</b>	<b>\$ 226,706</b>	<b>\$ 210,244</b>	<b>\$ 288,115</b>	<b>\$ -</b>	<b>\$ 288,115</b>	<b>\$ 307,471</b>	<b>6.7%</b>	<b>\$ 19,356</b>
	<b>Full-time Equivalent Positions</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>		<b>7.0</b>	<b>7.0</b>		

**Notes**

The historical expenditure activity by City Council Post, in some instances, includes multiple incumbents.

(1) Variance is based on current medical insurance enrollment information and increases in the underlying group insurance premiums.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Mayor Letchas	Council Member Kennedy	Council Member Oakes	Council Member Owens	Council Member Belle Isle	Council Member DeRito
			1110AA	1110AB	1110AC	1110AD	1110AE	1110AF
Professional Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Supplies	-	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-	-
Post 1	5,000	5,000	-	-	-	-	-	5,000
Post 2	5,000	5,000	-	5,000	-	-	-	-
Post 3	5,000	5,000	-	-	-	5,000	-	-
Post 4	5,000	5,000	-	-	5,000	-	-	-
Post 5	5,000	5,000	-	-	-	-	5,000	-
Post 6	5,000	5,000	-	-	-	-	-	-
Mayor	9,000	9,000	9,000	-	-	-	-	-
Non-Recurring	3,000	3,000	-	-	-	-	-	-
Promotions	6,000	6,000	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 48,000</b>	<b>\$ 48,000</b>	<b>\$ 9,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

ACCOUNT DESCRIPTION	Council Member Aiken	Machinery & Equipment	Council Activity
	1110AG	1110ME	111010
Professional Fees	\$ -	\$ -	\$ -
General Supplies	-	-	-
Small Equipment	-	-	-
Post 1		-	-
Post 2	-	-	-
Post 3	-	-	-
Post 4	-	-	-
Post 5	-	-	-
Post 6	5,000	-	-
Mayor	-	-	-
Non-Recurring	-	-	3,000
Promotions	-	-	6,000
Machinery & Equipment	-	-	-
<b>TOTAL</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 9,000</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

Budget: FY 2013  
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #	Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
1110AA	Mayor Belle Isle	100-1110-532.30-07	Mayor and Council Expense		9,000	9,000
				<i>subtotal</i>	<b>9,000</b>	<b>9,000</b>
			<b>Total</b>		<b>\$ 9,000</b>	<b>\$ 9,000</b>
1110AB	Council Member Mike Kennedy	100-1110-532.30-02	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110AC	Council Member Jim Gilvin	100-1110-532.30-04	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110AD	Council Member Chris Owens	100-1110-532.30-03	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110AE	Council Member Michael Cross	100-1110-532.30-05	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110AF	Council Member Donald Mitchell	100-1110-532.30-01	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110AG	Council Member D.C. Aiken	100-1110-532.30-06	Mayor and Council Expense		5,000	5,000
				<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
			<b>Total</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>
1110ME	Machinery & Equipment	100-1110-542.10-00	Machinery and Equipment		-	-
				<i>subtotal</i>	-	-
			<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>
111010	Council Activity	100-1110-521.20-00	Professional Fees		-	-
				<i>subtotal</i>	-	-
		100-1110-531.10-00	General Supplies		-	-
				<i>subtotal</i>	-	-
		100-1110-531.60-00	Small Equipment		-	-
				<i>subtotal</i>	-	-
		100-1110-532.40-00	Non-recurring		3,000	3,000
				<i>subtotal</i>	<b>3,000</b>	<b>3,000</b>
		100-1110-533.10-00	Promotions		6,000	6,000
				<i>subtotal</i>	<b>6,000</b>	<b>6,000</b>
			<b>Total</b>		<b>\$ 9,000</b>	<b>\$ 9,000</b>
			<b>Total</b>		<b>\$ 48,000</b>	<b>\$ 48,000</b>



# **City Administration**

*Administration, Internal Audit, City Attorney, City Clerk, Public Information, Special Events, Grants Administration, and Economic Development*

## **Mission Statement**

The mission of the City Administrator's Office is to carry out the policies and implement the goals established by the City Council in providing services to the citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that results in an informed and participative community.

## **Goals and Objectives**

- ✓ To improve quality of service to citizens of the City of Alpharetta;
- ✓ To improve morale and promote teamwork among all employees;
- ✓ To improve coordination and administration of interdepartmental activities;
- ✓ To promote better communication between all levels of government and the citizens;
- ✓ To use technology to improve processes for citizen input into facets of governance;
- ✓ To expand funding opportunities through grant resources;
- ✓ To selectively create new events while sustaining existing events and promotions that draws the community closer together and maintains our distinctive character;
- ✓ To increase the public/government interaction through the City's web site; and
- ✓ Oversee the Economic Development efforts for the City.

## **Key Issues**

- ✓ Continue the development of a "customer-driven" organizational culture among the staff;
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship;

- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices;
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost effective delivery of those services;
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs;
- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens;
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents;
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees; and
- ✓ Continue to seek alternative private and public funding sources to procure equipment, improve internal operations, enhance service delivery, and accomplish municipal projects.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
CITY ADMINISTRATION  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 252,500	\$ 234,118	\$ 269,878	\$ 228,500	\$ 187,144
% Change		-7.3%	15.3%	-15.3%	-18.1%
average 5-year percent change		-6.4%			
<b>Expenditures</b>	\$ 1,173,318	\$ 1,104,657	\$ 1,167,452	\$ 1,391,344	\$ 1,832,785
% Change		-5.9%	5.7%	19.2%	31.7%
average 5-year percent change		12.7%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
CITY ADMINISTRATION  
BUDGET REQUEST BY ACCOUNT**

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	<i>Amended FY 2012 to FY 2013</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
Charges for Services									
	Taste of Alpharetta	\$ 141,357	\$ 157,874	\$ 140,000	\$ -	\$ 140,000	\$ 140,000	0.0%	\$ -
	Alpharetta Arts Streetfest	12,938	16,675	15,000	-	15,000	10,000	-33.3%	(5,000)
	Alpharetta Room	1,928	1,665	-	-	-	-	-	-
	Other	3,972	5,190	5,000	-	5,000	5,000	0.0%	-
	Public Works Charge	1,440	310	500	-	500	500	0.0%	-
	Fire Dept Charge	1,757	365	1,000	-	1,000	500	-50.0%	(500)
	Police Dept Charge	4,295	1,120	1,000	-	1,000	1,000	0.0%	-
	Finance Dept Charge	-	-	-	-	-	-	-	-
	Recreation & Parks Dept Charge	66,433	46,491	30,000	-	30,000	5,000	-83.3%	(25,000)
Other									
	Rents and Royalties	-	40,188	36,000	-	36,000	25,144	-30.2%	(10,856)
	<b>Total Revenue</b>	<b>\$ 234,118</b>	<b>\$ 269,878</b>	<b>\$ 228,500</b>	<b>\$ -</b>	<b>\$ 228,500</b>	<b>\$ 187,144</b>	<b>-18.1%</b>	<b>\$ (41,356)</b>
<b>Expenditures</b>									
(1)	Personnel Services:								
	Salary	\$ 594,627	\$ 618,251	\$ 691,364	\$ -	\$ 691,364	\$ 802,254	16.0%	\$ 110,890
	Benefits	207,422	222,536	270,038	-	270,038	300,413	11.2%	30,375
	<b>subtotal</b>	<b>\$ 802,048</b>	<b>\$ 840,787</b>	<b>\$ 961,402</b>	<b>\$ -</b>	<b>\$ 961,402</b>	<b>\$ 1,102,667</b>	<b>14.7%</b>	<b>\$ 141,265</b>
	Maintenance and Operations:								
	Professional Development	\$ 6,038	\$ 4,988	\$ 16,650	\$ (1,421)	\$ 15,229	\$ 13,565	-10.9%	\$ (1,664)
(2)	Professional Fees	82,145	89,436	94,734	1,030	95,764	230,574	140.8%	134,810
(3)	Professional Fees - TOA	90,259	88,116	107,566	(2,460)	105,106	119,315	13.5%	14,209
	Equipment R & M	848	1,348	1,000	-	1,000	1,300	30.0%	300
(4)	Rental Equipment	25,801	28,878	32,285	(70)	32,215	45,019	39.7%	12,804
(10)	Advertising	17,531	21,730	24,505	1,000	25,505	120,095	370.9%	94,590
	Printing	18,154	15,962	23,504	(620)	22,884	22,900	0.1%	16
	Travel	774	492	2,850	500	3,350	2,850	-14.9%	(500)
(5)	Maintenance Contracts	7,952	10,183	52,680	300	52,980	91,764	73.2%	38,784
(6)	IT Professional Services	9,729	12,084	21,237	-	21,237	29,089	37.0%	7,852
	General Supplies	12,786	16,584	17,197	620	17,817	18,795	5.5%	978
(7)	Utilities	7,608	12,024	10,099	-	10,099	16,005	58.5%	5,906
	Food/Meals	3,212	5,160	7,155	200	7,355	6,905	-6.1%	(450)
(8)	Small Equipment	6,032	4,786	3,528	921	4,449	2,000	-55.0%	(2,449)
(9)	IT Equipment Refresh	2,545	6,499	7,500	-	7,500	1,440	-80.8%	(6,060)
	Non-Recurring	-	-	-	-	-	-	-	-
	Promotions	4,053	8,396	7,452	-	7,452	8,502	14.1%	1,050
	<b>subtotal</b>	<b>\$ 295,468</b>	<b>\$ 326,665</b>	<b>\$ 429,942</b>	<b>\$ -</b>	<b>\$ 429,942</b>	<b>\$ 730,118</b>	<b>69.8%</b>	<b>\$ 300,176</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
CITY ADMINISTRATION  
BUDGET REQUEST BY ACCOUNT**

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	<i>Amended FY 2012 to FY 2013</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Capital:								
	Machinery	\$ 7,140	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>subtotal</b>	<b>\$ 7,140</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
	<b>Total Expenditures</b>	<b>\$ 1,104,657</b>	<b>\$ 1,167,452</b>	<b>\$ 1,391,344</b>	<b>\$ -</b>	<b>\$ 1,391,344</b>	<b>\$ 1,832,785</b>	<b>31.7%</b>	<b>\$ 441,441</b>

(1)	<b>Full-time Equivalent Positions</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>	<b>9.50</b>
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**Notes**

- (1) Variance due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; reorganization of one (1) Administrative Assistant I position from the City Clerk's Office to City Administration; addition of one part-time Special Events Coordinator (0.5 FTE); and a decrease in the defined benefit pension contribution.
- (2) Variance due primarily to additional special events approved as part of the FY 2013 Operating Initiatives (\$106,145) and an increase in funding for downtown decorations (e.g. holiday lighting/decorations).
- (3) Variance attributable to additional costs (e.g. electrical hookup services) resulting from moving the Taste of Alpharetta event to the downtown area.
- (4) Variance attributable to additional equipment rental costs across multiple events including: Tree Lighting/Snow on the Square event - snow machine rental (not part of the 2011 event); Scarecrow Harvest (additional dumpsters/recycling bins); and the Taste of Alpharetta (additional tents, chairs, tables, etc.).
- (5) Variance primarily attributable to the City's share of funding for Progress Partners of North Fulton/Atlanta. Progress Partners serves as a single source for economic information about the North Fulton area and represents one component of the City's overall economic development strategy. The relationship between the City and Progress Partners of North Fulton/Atlanta began during FY 2012 (funding was allocated through contingency).
- (6) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.), additional funding for cell phone/data card service and web video streaming service (e.g. for City Council meetings), and a revised allocation methodology for VOIP costs.
- (7) Variance is based on current year-to-date expenditures and the GA Power rate increase that occurred on January 1, 2012. An additional rate increase is scheduled for January 1, 2013.
- (8) Variance due primarily to the reallocation of cell phone equipment replacement to the IT Equipment Refresh account.
- (9) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (10) Variance due primarily to a funding focus on economic development initiatives (approx. \$100,000) in the downtown as well as citywide (e.g. business recruitment, marketing, etc.).

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Revenue Summary by Account

<b>Project #/Title</b>	<b>Account Number</b>			<b>Title</b>	<b>Account Detail</b>	<b>AMENDED BUDGET FY 2012</b>	<b>RECOMMENDED BUDGET FY 2013</b>
100	1320	371.00	00	Private Sources		\$ -	\$ -
100	1320	371.99	00	Contra Revenue - Donations		-	-
100	1321	347.50	10	Taste of Alpharetta		140,000	140,000
100	1321	347.50	11	Alpharetta Arts Streetfest		15,000	10,000
100	1321	347.50	15	Alpharetta Room		-	-
100	1321	347.50	20	Other		5,000	5,000
100	1321	347.50	30	Public Works Charges		500	500
100	1321	347.50	40	Fire Department Charges		1,000	500
100	1321	347.50	50	Police Department Charges		1,000	1,000
100	1321	347.50	60	Finance Department Charges		-	-
100	1321	347.50	70	Recreation and Parks		30,000	5,000
100	1323	381.00	00	Lease (Downtown Properties)		36,000	25,144
<b>Total</b>						<b>\$ 228,500</b>	<b>\$ 187,144</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

### City of Alpharetta

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	City Admin Employee Expenses	City Admin Gen Office	Support Services	City Wide Professional Memberships	Council Relations	Youth Council
			1320EE	1320GO	1320SS	132012	132013	132017
Professional Development	\$ 15,229	\$ 13,565	\$ 8,840	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Fees	95,764	230,574	-	-	100	32,100	2,000	-
Professional Fees - TOA	105,106	119,315	-	-	-	-	-	-
Equipment R & M	1,000	1,300	-	-	1,300	-	-	-
Rental Equipment	32,215	45,019	-	-	-	-	-	-
Advertising	25,505	120,095	-	-	990	-	-	-
Printing	22,884	22,900	-	1,100	-	-	-	-
Travel	3,350	2,850	1,100	-	-	-	-	-
Maintenance Contracts	52,980	91,764	-	-	6,970	-	-	-
IT Professional Services	21,237	29,089	-	-	28,309	-	-	-
General Supplies	17,817	18,795	-	3,450	-	-	-	-
Utilities	10,099	16,005	-	-	12,400	-	-	-
Food/Meals	7,355	6,905	1,350	-	-	-	2,800	-
Small Equipment	4,449	2,000	-	2,000	-	-	-	-
IT Equipment Refresh	7,500	1,440	1,440	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-	-
Promotions	7,452	8,502	-	1,500	-	-	-	-
<b>TOTAL</b>	<b>\$ 429,942</b>	<b>\$ 730,118</b>	<b>\$ 12,730</b>	<b>\$ 8,050</b>	<b>\$ 50,069</b>	<b>\$ 32,100</b>	<b>\$ 4,800</b>	<b>\$ -</b>

ACCOUNT DESCRIPTION	Special Programs	Public Info Activities	Special Events Employee Expenses	Special Events Gen Office	Downtown Decorations	Alpharetta Arts StreetFest Spring	Scarecrow Harvest	Mayor's Challenge
	132018	132040	1321EE	1321GO	1321SD	132113	132114	132115
Professional Development	\$ -	\$ -	\$ 2,425	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Fees	-	12,000	-	1,150	41,110	13,446	8,207	1,500
Professional Fees - TOA	-	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	3,811	1,920	-
Advertising	-	-	-	1,020	-	5,840	2,735	-
Printing	-	500	-	400	-	3,300	3,000	-
Travel	-	-	1,450	-	-	-	-	-
Maintenance Contracts	-	5,150	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies	200	300	-	2,200	400	1,050	5,325	-
Utilities	-	-	-	-	1,160	445	-	-
Food/Meals	600	-	-	300	-	500	135	-
Small Equipment	-	-	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-	-
Promotions	2,000	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,800</b>	<b>\$ 17,950</b>	<b>\$ 3,875</b>	<b>\$ 5,070</b>	<b>\$ 42,670</b>	<b>\$ 28,392</b>	<b>\$ 21,322</b>	<b>\$ 1,500</b>

ACCOUNT DESCRIPTION	Old Soldier's Day	Taste of Alpharetta	Tree Lighting	Lazy Log Cabin Days	FY 2013 Operating Initiatives	Historic Preservation Room
	132117	132118	132119	132121		132126
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Fees	2,070	-	7,200	3,113	106,145	433
Professional Fees - TOA	-	119,315	-	-	-	-
Equipment R & M	-	-	-	-	-	-
Rental Equipment	310	27,878	10,500	600	-	-
Advertising	2,000	5,510	1,500	500	-	-
Printing	2,400	7,500	2,000	-	-	-
Travel	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies	1,860	2,020	1,250	540	-	-
Utilities	-	2,000	-	-	-	-
Food/Meals	50	-	200	70	-	-
Small Equipment	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-
Promotions	-	4,602	-	-	-	-
<b>TOTAL</b>	<b>\$ 8,690</b>	<b>\$ 168,825</b>	<b>\$ 22,650</b>	<b>\$ 4,823</b>	<b>\$ 106,145</b>	<b>\$ 433</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

City of Alpharetta

Budget:

FY 2013

Statement:

Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget		
<b>Employee Expenses 1320EE</b>	100 1320 521.10 00	Professional Development	Day- Association Membership Fees	250	250		
			Drinkard - Association Membership Fees	975	975		
			Friction - Association Membership Fees	100	100		
			Kennedy - Association Membership Fees	-	100		
			Regus - Association Membership Fees	1,640	1,640		
			Riddle - Association Membership Fees	400	400		
			Day - Training and Education	500	500		
			Drinkard - Training and Education	1,300	1,000		
			Friction - Training and Education	300	200		
			Kennedy - Training and Education	-	200		
			Regus - Training and Education	1,800	1,500		
			Riddle - Training and Education	5,000	800		
			Management Team - Training and Education	500	500		
			Subscriptions - Atlanta Business Chronicle	100	150		
			Subscriptions - Atlanta Journal Constitution	240	260		
			Subscriptions - Fortune	60	65		
			Subscriptions - Wall Street Journal	160	200		
					<b>subtotal</b>	<b>13,325</b>	<b>8,840</b>
			100 1320 523.50 00	Travel	Travel	500	500
					Day - Local Mileage	250	250
					Drinkard - Local Mileage	100	100
					Friction - Local Mileage	50	50
					Regus - Local Mileage	150	150
Riddle - Local Mileage	50	50					
	<b>subtotal</b>	<b>1,100</b>			<b>1,100</b>		
100 1320 531.30 00	Food/Meals	Day - Meals and Meetings	100	100			
		Drinkard - Meals and Meetings	100	100			
		Friction - Meals and Meetings	100	250			
		Regus - Meals and Meetings	800	900			
	<b>subtotal</b>	<b>1,100</b>	<b>1,350</b>				
100 1320 531.60 01	IT Equipment Refresh	Workstation Replacements	7,500	-			
		Printer Replacement/Repair	-	-			
		Cell Phone Equipment	-	1,440			
	<b>subtotal</b>	<b>7,500</b>	<b>1,440</b>				
<b>Total</b>				<b>\$ 23,025</b>	<b>\$ 12,730</b>		
<b>City Admin General Office Admin 1320GO</b>	100 1320 523.40 00	Printing	Business Cards	500	500		
			Envelopes	500	500		
			Grant Applications	100	100		
				<b>subtotal</b>	<b>1,100</b>	<b>1,100</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320	531.10 00 General Supplies	General Supplies	1,700	1,700
			Postage Allocation	150	150
			Shipping	100	100
			Toner Cartridges	1,500	1,500
			<b>subtotal</b>	<b>3,450</b>	<b>3,450</b>
	100 1320	531.60 00 Small Equipment	Misc Small Equipment	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>
	100 1320	533.10 00 Promotions	Promotional Events	1,500	1,500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
			<b>Total</b>	<b>\$ 8,050</b>	<b>\$ 8,050</b>
City Admin Support Services 1320SS	100 1320	521.20 00 Professional Fees	Bank Fees	100	100
			<b>subtotal</b>	<b>100</b>	<b>100</b>
	100 1320	522.20 10 Equipment R & M	GC&E Systems - Security	1,000	1,000
			General Repair/Maintenance (e.g. printers)	-	300
			<b>subtotal</b>	<b>1,000</b>	<b>1,300</b>
	100 1320	523.30 00 Advertising	Bid and Recruitment Advertising	990	990
			<b>subtotal</b>	<b>990</b>	<b>990</b>
	100 1320	523.85 01 Maintenance Contracts	Janitorial Contract	3,000	3,400
			Coffee Service	650	900
			Water Cooler - Annual Maintenance Contract	779	779
			Copier Maintenance	300	300
			License Agreement - ASCAP	350	350
			License Agreement - BMI	620	620
			GRM Records Management	621	621
			<b>subtotal</b>	<b>6,320</b>	<b>6,970</b>
	100 1320	523.90 00 IT Professional Services	Technical Support for CISCO Network	1,033	1,175
			Telephony Communications Service and Support	-	6,395
			Developer License for MDM	-	3
			Workstation & Server Backup and Disaster Recovery for P	297	-
			City Virus, Adware, Spyware & Threat Protection	86	148
			City Circuit Connection to Internet - Supplement & Backup	68	71
			Data Center's Uninterruptible Power System	151	179
			Workstation Defragmentation	116	134
			Disaster Recovery Email Management - Archiving, Continu	503	506
			Citywide Microsoft Licensing	2,919	3,093
			Email Archiving - Storage & Retrieval	110	-
			GIS Mobile Field Mapping & Data Collection	1,173	1,383
			Database Management for Various City Departments	166	179
			City's Wireless Access for Blackberrys	43	-
			Data Center Fire Suppression System	30	33
			Email Filtering Services	321	357
			Web Filtering Services	99	179
			Link Balancer	-	48
			IP Monitoring	18	29
			Network Monitoring	44	44
			Wiring Services	297	298

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			Network Support Services	594	595
			CISCO Network Support	891	-
			Conversion of LIDAR Data to ArcGIS	47	41
			Monitoring of Various City Websites for Potential Outages	5	15
			GIS Parcel Building Software	262	262
			Telephony Support Services	1,188	119
			Intrusion Detection	-	55
			City Telephony Equipment	710	238
			Technical Support for Vmware Environment	104	119
			Workstation & Server Backup & Disaster Recovery for Virt	30	-
			City Enterprise Data Management	-	714
			Citywide Virtual Infrastructure	163	779
			City Circuit Connection to Internet	704	1,142
			Employee Self Service	56	44
			ManageEngine Password Manager Pro	74	75
			Manage Engine Software Licensing	-	53
			Remote Application & Database Access	169	184
			Mobile Data Management	-	180
			Web Streaming for Video	-	3,600
			Adobe Software Licenses	2,799	-
			Long Distance	106	80
			Cell Phones	2,891	5,295
			Data Cards	-	465
			<b>subtotal</b>	<b>18,267</b>	<b>28,309</b>
	100 1320	531.20 00 Utilities	Electric Service - Georgia Power	6,592	11,000
			Garbage Service - BFI	232	400
			Gas Service - Gas South	670	750
			Water Service - Fulton County	88	250
			<b>subtotal</b>	<b>7,582</b>	<b>12,400</b>
	100 1320	531.60 00 Small Equipment	Printer Replacement/Repair	178	-
			Cell Phone Equipment	750	-
			<b>subtotal</b>	<b>928</b>	<b>-</b>
			<b>Total</b>	<b>\$ 35,187</b>	<b>\$ 50,069</b>
<b>City-Wide Professional Memberships 132012</b>	100 1320	521.20 00 Professional Fees	Atlanta Regional Commission	1,900	1,500
			Georgia Municipal Association - Dues	15,000	15,000
			Georgia Municipal Association - Telecom	5,000	5,000
			Greater North Fulton Chamber of Commerce	5,000	5,000
			ICMA Performance Measurement Consortium	5,600	5,600
			Prepaid Items	-	-
			<b>subtotal</b>	<b>32,500</b>	<b>32,100</b>
			<b>Total</b>	<b>\$ 32,500</b>	<b>\$ 32,100</b>
<b>Council Relations 132013</b>	100 1320	521.20 00 Professional Fees	Council Retreat Facility	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320 531.30 00	Food/Meals	Catering Services - Various Meetings	600	600
			City Business Related Luncheons	200	200
			Council Retreat - Meals and Accommodations	1,800	1,200
			Council Mid-Year Retreat - Meals and Facilities	1,000	800
			<b>subtotal</b>	<b>3,600</b>	<b>2,800</b>
			<b>Total</b>	<b>\$ 5,600</b>	<b>\$ 4,800</b>
<b>Youth Council 132017</b>	100 1320 523.40 00	Printing	Service Awards	200	-
			<b>subtotal</b>	<b>200</b>	<b>-</b>
	100 1320 531.10 00	General Supplies	General Supplies	100	-
			<b>subtotal</b>	<b>100</b>	<b>-</b>
	100 1320 531.30 00	Food/Meals	Catering Services - Various Meetings	200	-
			<b>subtotal</b>	<b>200</b>	<b>-</b>
			<b>Total</b>	<b>\$ 500</b>	<b>\$ -</b>
<b>Special Programs/Promotions 132018</b>	100 1320 531.10 00	General Supplies	General Supplies	200	200
			<b>subtotal</b>	<b>200</b>	<b>200</b>
	100 1320 531.30 00	Food/Meals	Receptions and Events	300	600
			<b>subtotal</b>	<b>300</b>	<b>600</b>
	100 1320 533.10 00	Promotions	Retirement Gifts	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>
			<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 2,800</b>
<b>Public Information Activities 132040</b>	100 1320 521.20 00	Professional Fees	Website Function Improvements	12,455	12,000
			Consulting for Web Server	-	-
			<b>subtotal</b>	<b>12,455</b>	<b>12,000</b>
	100 1320 523.40 00	Printing	Printing	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>
	100 1320 523.85 01	Maintenance Contracts	Domain Name Registration - GSA Finance	150	150
			SQ Box Solutions	1,400	1,400
			Peak Democracy - Open City Hall	2,400	2,400
			ClickFix, LLC	1,200	1,200
			Verisign		
			<b>subtotal</b>	<b>5,150</b>	<b>5,150</b>
	100 1320 531.10 00	General Supplies	General Office Supplies	300	300
			<b>subtotal</b>	<b>300</b>	<b>300</b>
			<b>Total</b>	<b>\$ 18,405</b>	<b>\$ 17,950</b>
<b>Special Events Employee Expenses 1321EE</b>	100 1320 521.10 00	Professional Development	Association Membership Fees	575	775
			Dodson Professional Development	200	600
			Special Events Subscriptions	250	250
			Special Events Professional Development	-	800
			<b>subtotal</b>	<b>1,025</b>	<b>2,425</b>
	100 1320 523.50 00	Travel	Dodson Local Mileage	1,000	1,000
			Part Time Employee Local Mileage	450	450
			<b>subtotal</b>	<b>1,450</b>	<b>1,450</b>
	100 1320 523.90 00	IT Professional Services	Cell Phone Service	2,190	-
			<b>subtotal</b>	<b>2,190</b>	<b>-</b>
	100 1320 531.60 00	Small Equipment	Cell Phone Equipment	600	-
			<b>subtotal</b>	<b>600</b>	<b>-</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320 531.60 01	IT Equipment Refresh	Workstation Replacement	-	-
			<i>subtotal</i>	-	-
		<b>Total</b>		<b>\$ 5,265</b>	<b>\$ 3,875</b>
<b>Special Events General Office Admin 1321GO</b>	100 1320 521.20 00	Professional Fees	Fulton County Board of Education - Parking Lot	1,150	1,150
			<i>subtotal</i>	<b>1,150</b>	<b>1,150</b>
	100 1320 523.30 00	Advertising	Advertising	1,020	1,020
			<i>subtotal</i>	<b>1,020</b>	<b>1,020</b>
	100 1320 523.40 00	Printing	Business Cards	100	100
			Envelopes	300	300
			<i>subtotal</i>	<b>400</b>	<b>400</b>
	100 1320 531.10 00	General Supplies	Office Supplies	1,000	1,000
			Postage Allocation	1,000	1,000
			Copier Allocation	200	200
			150th Book Shipping	-	-
			<i>subtotal</i>	<b>2,200</b>	<b>2,200</b>
	100 1320 531.30 00	Food/Meals	Lunch/Dinner Meetings w/ Organizations	300	300
			<i>subtotal</i>	<b>300</b>	<b>300</b>
		<b>Total</b>		<b>\$ 5,070</b>	<b>\$ 5,070</b>
<b>Downtown Decorations 1321SD</b>	100 1320 521.20 00	Professional Fees	Electric Hook Up for Tree	510	510
			Holiday Wreaths for City Hall/ Downtown	600	600
			Holiday Decorating/Lighting - Install & Removal	11,250	40,000
			<i>subtotal</i>	<b>12,360</b>	<b>41,110</b>
	100 1320 523.30 00	Advertising	Advertising	-	-
			<i>subtotal</i>	-	-
	100 1320 531.10 00	General Supplies	Hay & Delivery - Fall Decorations	400	400
			<i>subtotal</i>	<b>400</b>	<b>400</b>
	100 1320 531.20 00	Utilities	Electrical - Temporary Poles	1,160	1,160
			<i>subtotal</i>	<b>1,160</b>	<b>1,160</b>
		<b>Total</b>		<b>\$ 13,920</b>	<b>\$ 42,670</b>
<b>Alpharetta Arts Street Fest (Spring Show) 132113</b>	100 1320 521.20 00	Professional Fees	Entertainment	1,525	1,525
			Graphic Designer	2,450	2,450
			Photographer	250	250
			Street Sweeper	281	281
			Security Overnight	765	765
			Stage, Sound & Lighting	6,575	6,575
			On Site Staff for Electrical Services	1,600	1,600
			<i>subtotal</i>	<b>13,446</b>	<b>13,446</b>
	100 1320 522.32 00	Rental Equipment	Portable Toilets	750	750
			Dumpsters & Recycling Bins	561	561
			Tents, Tables, Chairs & Two Way Radios	2,500	2,500
			<i>subtotal</i>	<b>3,811</b>	<b>3,811</b>
	100 1320 523.30 00	Advertising	Event, Road Closings, Online, Etc.	5,040	5,840
			<i>subtotal</i>	<b>5,040</b>	<b>5,840</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320 523.40 00	Printing	Applications & Business Cards	320	300
			Banners	2,250	2,000
			Programs & Flyers	1,020	1,000
			<b>subtotal</b>	<b>3,590</b>	<b>3,300</b>
	100 1320 531.10 00	General Supplies	Mailings & Postage	100	100
			Various Supplies Children's Area, Skirting, Artist Bags	950	950
			<b>subtotal</b>	<b>1,050</b>	<b>1,050</b>
	100 1320 531.20 00	Utilities	Electrical - Temporary Poles	445	445
			<b>subtotal</b>	<b>445</b>	<b>445</b>
	100 1320 531.30 00	Food/Meals	Jurors Breakfast and Dinner/Artist's Breakfast	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>
		<b>Total</b>		<b>\$ 27,882</b>	<b>\$ 28,392</b>
<b>Scarecrow Harvest 132114</b>	100 1320 521.20 00	Professional Fees	On Site Staff for Electrical Services	238	980
			Entertainment	3,802	3,802
			Graphic Designer	2,000	2,000
			Photographer	250	325
			Stage, Sound & Lighting	1,100	1,100
			<b>subtotal</b>	<b>7,390</b>	<b>8,207</b>
	100 1320 522.32 00	Rental Equipment	Portable Toilets	250	250
			Dumpsters & Recycling Bins	500	1,170
			Tents, Tables, Chairs & Two Way Radios	500	500
			<b>subtotal</b>	<b>1,250</b>	<b>1,920</b>
	100 1320 523.30 00	Advertising	Event, Road Closings, Online Etc.	2,735	2,735
			<b>subtotal</b>	<b>2,735</b>	<b>2,735</b>
	100 1320 523.40 00	Printing	Banners,-Flyers, & Awards	2,000	3,000
			<b>subtotal</b>	<b>2,000</b>	<b>3,000</b>
	100 1320 531.10 00	General Supplies	Car Detail	125	125
			Hay Delivery for Staging of Scarecrows	2,771	3,000
			Mailings & Postage	700	700
			Various Supplies Children's Area, Skirting	865	1,500
			<b>subtotal</b>	<b>4,461</b>	<b>5,325</b>
	100 1320 531.30 00	Food/Meals	Volunteers	135	135
			<b>subtotal</b>	<b>135</b>	<b>135</b>
		<b>Total</b>		<b>\$ 17,971</b>	<b>\$ 21,322</b>
<b>Mayor's Challenge 132115</b>	100 1320 521.20 00	Professional Fees	Contract with Alpharetta Rotary	1,500	1,500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
		<b>Total</b>		<b>\$ 1,500</b>	<b>\$ 1,500</b>
<b>Old Soldier's Day Parade 132117</b>	100 1320 521.20 00	Professional Fees	Parade Transportation / Street Sweeping	600	600
			Graphic Designer	200	200
			Photographer	250	250
			Stage, Sound & Lighting	1,020	1,020
			<b>subtotal</b>	<b>2,070</b>	<b>2,070</b>
	100 1320 522.32 00	Rental Equipment	Dumpsters & Recycling Bins	200	200
			Portable Toilets	110	110
			<b>subtotal</b>	<b>310</b>	<b>310</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320 523.30 00	Advertising	Event, Road Closings, Etc.	1,000	2,000
			<b>subtotal</b>	<b>1,000</b>	<b>2,000</b>
	100 1320 523.40 00	Printing	Banners, Photos, Applications	1,000	1,500
			Posters, Flyers, Programs	900	900
			<b>subtotal</b>	<b>1,900</b>	<b>2,400</b>
	100 1320 531.10 00	General Supplies	General Supplies	1,450	1,450
			Postage	250	250
			T-shirts from American Legion	160	160
			<b>subtotal</b>	<b>1,860</b>	<b>1,860</b>
	100 1320 531.30 00	Food/Meals	Volunteers	50	50
			<b>subtotal</b>	<b>50</b>	<b>50</b>
		<b>Total</b>		<b>\$ 7,190</b>	<b>\$ 8,690</b>
<b>Taste of Alpharetta 132118</b>	100 1320 521.20 00	Professional Fees	Entertainment	2,000	2,000
			Buses/Shuttles	1,500	1,500
			Credit Card Fees	1,575	1,575
			Graphic Designer	3,000	3,000
			TOA Vendor Payout	83,710	83,710
			Photographer	510	510
			Stage, Sound & Lighting	6,000	6,000
			Street Sweeper	1,020	1,020
			On Site Staff & Temporary Electrical Services	8,251	20,000
			<b>subtotal</b>	<b>107,566</b>	<b>119,315</b>
	100 1320 522.32 00	Rental Equipment	Portable Toilets	4,200	4,200
			Storage Space	1,428	1,428
			Golf Carts	1,000	1,000
			Kitchen Equipment for Competition	2,550	2,550
			Two Way Radios	357	357
			Tents, Tables, Chairs & Competition Stage	16,543	18,343
			<b>subtotal</b>	<b>26,078</b>	<b>27,878</b>
	100 1320 523.30 00	Advertising	Events, Road Closings, Etc.	4,510	5,510
			<b>subtotal</b>	<b>4,510</b>	<b>5,510</b>
	100 1320 523.40 00	Printing	Kiosks, Application Edits	1,000	1,000
			Posters, Maps, Brochures, Flyers & Tickets	6,000	5,000
			Banners	1,750	1,500
			<b>subtotal</b>	<b>8,750</b>	<b>7,500</b>
	100 1320 531.10 00	General Supplies	Car Detail	100	100
			Mailings & Postage	150	500
			General Supplies	920	920
			Postage/Copier Allocation	500	500
			<b>subtotal</b>	<b>1,670</b>	<b>2,020</b>
	100 1320 531.20 00	Utilities	Temporary Electricity - Infrastructure	612	1,250
			Electricity - Georgia Power	300	750
			<b>subtotal</b>	<b>912</b>	<b>2,000</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320	533.10 00 Promotions	TOA Sponsor Books	102	102
			Trophies	950	1,500
			T-Shirts	2,500	3,000
			<b>subtotal</b>	<b>3,552</b>	<b>4,602</b>
			<b>Total</b>	<b>\$ 153,038</b>	<b>\$ 168,325</b>
<b>Tree Lighting &amp; Snow on the Square (3 132119</b>	100 1320	521.20 00 Professional Fees	Entertainment - Elves (\$500 per Saturday)	1,500	1,500
			On Site Staff for Temporary Electrical Services	800	800
			Graphic Designer	2,000	2,000
			Music Performance (\$200 per Saturday)	500	600
			Photographer	255	255
			Stage & Sound Lighting	1,595	1,595
			On-Site Staff for General Logistics (\$150 per Sat)	-	450
			<b>subtotal</b>	<b>6,650</b>	<b>7,200</b>
	100 1320	522.32 00 Rental Equipment	Portable Toilets (\$250 per Saturday)	236	750
			Snow Machines (\$3,250 per Saturday)	-	9,750
			<b>subtotal</b>	<b>236</b>	<b>10,500</b>
	100 1320	523.30 00 Advertising	Event, Road Closings, Etc.	1,500	1,500
			Posters & Flyers	-	-
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
	100 1320	523.40 00 Printing	Banners	592	500
			Programs, Posters & Flyers	1,772	1,500
			<b>subtotal</b>	<b>2,364</b>	<b>2,000</b>
	100 1320	531.10 00 General Supplies	Dumpsters & Recycling Bins	66	250
			General Supplies	700	1,000
			<b>subtotal</b>	<b>766</b>	<b>1,250</b>
	100 1320	531.20 00 Utilities		-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
	100 1320	531.30 00 Food/Meals	Volunteers	-	200
			<b>subtotal</b>	<b>-</b>	<b>200</b>
			<b>Total</b>	<b>\$ 11,516</b>	<b>\$ 22,650</b>
<b>Lazy Log Cabin Days - Downtown Fall Festival 132121</b>	100 1320	521.20 00 Professional Fees	Historic Demonstrators	2,863	2,863
			Photographer	250	250
			<b>subtotal</b>	<b>3,113</b>	<b>3,113</b>
	100 1320	522.32 00 Rental Equipment	The Rental Place	600	600
			<b>subtotal</b>	<b>600</b>	<b>600</b>
	100 1320	523.30 00 Advertising	Event, Road Closings, Etc.	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>
	100 1320	523.40 00 Printing	Banners	-	-
			Brochures, Signs & Event Maps	-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
	100 1320	531.10 00 General Supplies	Hay & Delivery	135	135
			Supplies - Children's Area	405	405
			<b>subtotal</b>	<b>540</b>	<b>540</b>
	100 1320	531.20 00 Utilities		-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1320	531.30 00 Food/Meals	Volunteers	70	70
			<b>subtotal</b>	<b>70</b>	<b>70</b>
	100 1320	533.10 00 Promotions	T-Shirts	-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
			<b>Total</b>	<b>\$ 4,823</b>	<b>\$ 4,823</b>
<b>FY 2013 Operating Initiatives Special Events</b>	100 1320	521.20 00 Professional Fees	Movies on Milton (July 20, 2012)	-	15,065
			Movies on Milton (August 17, 2012)	-	15,065
			Art in the Park (April through October)	-	2,200
			Fall Brew Moon Fest (October 6, 2012)	-	9,545
			Spring Brew Moon Fest (June 2013)	-	16,465
			Downtown European Market (September 2012)	-	13,215
			Vintage Corks & Gourmet Food Trucks	-	20,960
			Alpharetta Farmers Market	-	2,750
			Resthaven Cemetary Tours	-	10,880
			<b>subtotal</b>	<b>-</b>	<b>106,145</b>
			<b>Total</b>	<b>\$ -</b>	<b>\$ 106,145</b>
<b>Historical Preservation 132126 (transferred to Recreation and Parks)</b>	100 1320	521.20 00 Professional Fees	Morningstar of Alpharetta	-	-
			PastPerfect Software - Annual Maintenance Fee	-	433
			<b>subtotal</b>	<b>-</b>	<b>433</b>
			<b>Total</b>	<b>\$ -</b>	<b>\$ 433</b>
<b>Econ. Dev. Employee Expenses 1322EE</b>	100 1320	521.10 00 Professional Development	Association Membership Fees	500	500
			Training and Education	800	800
			<b>subtotal</b>	<b>1,300</b>	<b>1,300</b>
	100 1320	523.50 00 Travel	Local Mileage	100	100
			<b>subtotal</b>	<b>100</b>	<b>100</b>
	100 1320	531.30 00 Food / Meals	Meals and Meetings	200	200
			<b>subtotal</b>	<b>200</b>	<b>200</b>
	100 1320	531.60 00 Small Equipment	Cell Phone Equipment	-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
	100 1320	531.60 01 IT Equipment Refresh	Workstation Replacement	-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
			<b>Total</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>
<b>Econ. Dev. Support Services 1322SS</b>	100 1320	523.85 01 Maintenance Contracts	Co-Star Group	5,210	4,500
			Progress Partners	-	50,000
			<b>subtotal</b>	<b>5,210</b>	<b>54,500</b>
	100 1320	523.90 00 IT Professional Services	Cell Phone Service	780	780
			<b>subtotal</b>	<b>780</b>	<b>780</b>
			<b>Total</b>	<b>\$ 5,990</b>	<b>\$ 55,280</b>
<b>Development Authority Expenses 132210</b>	100 1320	521.10 00 Professional Development	Authority Member Training	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
	100 1320	531.30 00 Food / Meals	Meals and Meetings	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>
		Travel	Authority Member Travel	200	200
			<b>subtotal</b>	<b>200</b>	<b>200</b>
	100 1320	531.10 00 General Supplies	Office Supplies	200	200
			<b>subtotal</b>	<b>200</b>	<b>200</b>

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
				<b>Total</b>		<b>\$ 1,900</b>	<b>\$ 1,900</b>
<b>Downtown 132215</b>	100	1320	523.30 00	Advertising	Advertising / Marketing	2,000	20,000
					Recruitment Activities	1,210	55,000
					<i>subtotal</i>	<b>3,210</b>	<b>75,000</b>
	100	1320	523.40 00	Printing	Brochures	200	200
					<i>subtotal</i>	<b>200</b>	<b>200</b>
	100	1320	531.30 00	Food / Meals	Meals and Meetings	200	200
					<i>subtotal</i>	<b>200</b>	<b>200</b>
				<b>Total</b>		<b>\$ 3,610</b>	<b>\$ 75,400</b>

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Community Marketing / Promotions 132220</b>	100	1320	523.30 00	Advertising	Advertising / Marketing	2,500	10,000
					Marketing Events	1,500	15,000
					<i>subtotal</i>	<b>4,000</b>	<b>25,000</b>
	100	1320	523.40 00	Printing	Brochures	2,500	2,500
					<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
100	1320	533.10 00	Promotions	Promotional Materials	400	400	
				<i>subtotal</i>	<b>400</b>	<b>400</b>	
			<b>Total</b>		<b>\$ 6,900</b>	<b>\$ 27,900</b>	
<b>Downtown Properties 132300</b>	100	1320	521.20 00	Professional Fees	Property Maintenance	-	-
					<i>subtotal</i>	-	-
	100	1320	522.20 10	Equipment R & M	Superior Indoor Comfort		
					<i>subtotal</i>	-	-
	100	1320	523.85 01	Maintenance Contracts	Vernier		
					<i>subtotal</i>	-	-
	100	1320	531.20 00	Utilities	Electric Gas Water Trash		
				<i>subtotal</i>	-	-	
100	1320	523.85 01	Maintenance Contracts	Reserve for potential Property Maintenance	36,000	25,144	
				<i>subtotal</i>	<b>36,000</b>	<b>25,144</b>	
			<b>Total</b>		<b>\$ 36,000</b>	<b>\$ 25,144</b>	
			<b>Total Budget</b>		<b>\$ 429,942</b>	<b>\$ 730,118</b>	

# **PERFORMANCE MEASUREMENTS**

<b>City Administration Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
City Administration Department annual turnover percentage	20.0%	0.0%	0.0%	14.0%	0.0%	0.0%
# of Public meetings held	52	44			32	34
Number of website hits	4,800,962	4,923,592	1,830,155	1,246,528	N/A	1,860,000
Website Unique Visitors	N/A	380,366	373,367	285,984	373,308	380,000
Website Page Views	N/A	1,956,813	570,425	396,052	1,930,800	1,900,000
% of Website New Visits	N/A	64.67%	62.40%	63.14%	65%	65%
Number of newsletters distributed	52,000	N/A	N/A	N/A	N/A	N/A
# of Grant applications prepared	15	13	17	5	15	15
# of Grants received	7	9	8	2	7	7
% of successful grant applications	47%	69%	47%	40%	47%	47%
Total value of grants received	\$60,000	\$7,193,802	\$725,057	\$61,450	\$100,000	\$100,000
# of Grants managed	28	42	42	36	35	38
<b>Personnel Assigned:</b>	<b>5.0 FTE</b>	<b>5.0 FTE</b>	<b>5.0 FTE</b>		<b>5.0 FTE</b>	<b>6.0 FTE*</b>
	City Administrator	City Administrator	City Administrator		City Administrator	City Administrator
	Asst City Admin	Asst City Admin	Asst City Admin		Asst City Admin	Asst City Admin
	Executive Assistant	Executive Office Coord.	Executive Office Coord.		Executive Office Coord.	Executive Office Coord.
	Grants Manager	Grants Administrator	Grants Administrator		Grants Administrator	Grants Administrator
	Webmaster	Web Administrator	Web Administrator		Web Administrator	Web Administrator
						Administrative Assistant 1

\* An Administrative Assistant 1 position was reallocated from City Clerk to City Administration to assist with clerical responsibilities.

<b>Special Events Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Total approved events:						
Exclusive City Events	38	35	35	35	36	41
City Partnered Events	12	50	50	57	57	57
Other Events	43	42	92	47	60	75
Approximate attendance for:						
Taste of Alpharetta	60,000	64,000	62,400	62,400	64,000	60,000
Mayor's Challenge	1,000	1,000	800	800	1,000	1,000
Old Soldier's Day Parade	9,500	9,500	9,000	9,000	9,500	9,000
Annual Tree Lighting	4,500	3,500	3,500	3,500	3,500	4,000
Alpharetta Arts Street Fest Spring	15,000	15,000	18,000	18,000	18,000	18,000
Scarecrow Harvest	3,000	3,500	5,000	5,000	3,500	3,500
Lazy Log Cabin Days	4,000	750	750	750	750	750
# of Special events applications processed	2,250	2,260	2,281	2,281	2,281	2,281
# of Special event sponsors	32	38	45	45	39	45
# of Event vendors managed	240	600	622	622	600	700
<b>Personnel Assigned:</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.5 FTE</b>	
	Special Events Manager					
	Special Events Coordinator (2 PT)	Special Events Coordinator (3 PT)				

\* A part-time Special Events Coordinator position was added in the FY 2013 Budget to assist with events division expanded workload (e.g. additional events added in the FY 2013 budget).

<b>City Administration - Economic Development</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Existing business contacts	208	215	**	**	210	200
# of New projects	4	4	**	6	4	10
# of Major business prospects recruited	3	3	**	4	3	4
<b>Personnel Assigned:</b>					<b>1.0 FTE*</b>	<b>1.0 FTE</b>
					Economic Dev Coordinator	Economic Dev Director

\* FY 2012 includes the reorganization of the Economic Development function (1.0 FTE Economic Development Coordinator position) from the Community Development Department to City Administration. Position was upgraded to an Economic Development Director during FY 2012.

\*\* Information not available.

# **CITY CLERK**

The Organizational Chart is included under the *City Administration* tab of this document.

## **City Clerk**

### **Mission Statement**

The City Clerk's Office pledges to be the professional link between the citizens and city government. The City Clerk's office is ever mindful of neutrality and impartiality, rendering equal service to everyone. In addition, the City Clerk's office is committed to maintaining accurate records and quality record retention.

### **Goals and Objectives**

- ✓ Continued efforts to improve records retention processes through document imaging;
- ✓ Continue to improve meeting agenda reports and updates, using Internet and document imaging technology; and
- ✓ Encourage improved efficiency on consent agenda items to allow adequate time on primary agenda items.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
CITY CLERK  
Five-year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 433,919	\$ 426,972	\$ 439,959	\$ 407,000	\$ -
<i>% Change</i>		-1.6%	3.0%	-7.5%	-100.0%
<i>average 5 year percent change</i>		-26.5%			
<b>Expenditures</b>	\$ 249,190	\$ 350,403	\$ 252,604	\$ 413,000	\$ 235,135
<i>% Change</i>		40.6%	-27.9%	63.5%	-43.1%
<i>average 5 year percent change</i>		8.3%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
CITY CLERK  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
(1)	Licenses & Permits:								
	Alcohol Beverage Excise Tax	\$ 412,692	\$ 424,785	\$ 400,000	\$ -	\$ 400,000	\$ -	-100.0%	\$ (400,000)
	Invest/Advertising Fee	5,250	9,100	5,000	-	5,000	-	-100.0%	(5,000)
	Business License Penalty	8,584	5,946	2,000	-	2,000	-	-100.0%	(2,000)
	Interest on Business Licenses	446	129	-	-	-	-	-	-
	<b>Total Revenue</b>	<b>\$ 426,972</b>	<b>\$ 439,959</b>	<b>\$ 407,000</b>	<b>\$ -</b>	<b>\$ 407,000</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ (407,000)</b>
<b>Expenditures</b>									
(2)	Personnel services:								
	Salary	\$ 156,297	\$ 158,093	\$ 160,157	\$ -	\$ 160,157	\$ 123,978	-22.6%	\$ (36,179)
	Benefits	53,072	55,625	56,866	-	56,866	60,101	5.7%	3,235
	<b>subtotal</b>	<b>\$ 209,369</b>	<b>\$ 213,718</b>	<b>\$ 217,023</b>	<b>\$ -</b>	<b>\$ 217,023</b>	<b>\$ 184,079</b>	<b>-15.2%</b>	<b>\$ (32,944)</b>
	Maintenance and Operations:								
	Professional Development	\$ 1,020	\$ 1,018	\$ 1,200	\$ -	\$ 1,200	\$ 1,175	-2.1%	\$ (25)
(3)	Professional Fees	95,682	1,140	141,600	(18,800)	122,800	3,600	-97.1%	(119,200)
	Equipment R & M	241	-	-	-	-	75	-	75
	Communications	-	-	-	-	-	-	-	-
(4)	Advertising	12,684	4,869	10,000	18,800	28,800	7,000	-75.7%	(21,800)
	Printing	184	-	100	-	100	100	0.0%	-
	Travel	618	635	1,000	-	1,000	1,000	0.0%	-
	Maintenance Contracts	16,870	11,513	14,369	-	14,369	14,369	0.0%	-
(5)	IT Professional Services	2,170	2,133	1,924	-	1,924	2,914	51.5%	990
	General Supplies	1,401	5,541	11,300	-	11,300	10,709	-5.2%	(591)
	Utilities	6,669	6,101	7,456	-	7,456	8,514	14.2%	1,058
	Food/Meals	374	895	1,600	-	1,600	1,600	0.0%	-
	Small Equipment	-	21	28	-	28	-	-100.0%	(28)
(6)	IT Equipment Refresh	-	3,007	1,400	-	1,400	-	-100.0%	(1,400)
(7)	Non-Recurring	3,121	2,013	4,000	-	4,000	-	-100.0%	(4,000)
	Promotions	-	-	-	-	-	-	-	-
	<b>subtotal</b>	<b>\$ 141,034</b>	<b>\$ 38,886</b>	<b>\$ 195,977</b>	<b>\$ -</b>	<b>\$ 195,977</b>	<b>\$ 51,056</b>	<b>-73.9%</b>	<b>\$ (144,921)</b>

Capital:

Machinery	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>subtotal</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Total Expenditures</b>	\$	<b>350,403</b>	\$	<b>252,604</b>	\$	<b>413,000</b>	\$	<b>-</b>	\$	<b>413,000</b>	\$	<b>235,135</b>
										<b>-43.1%</b>	\$	<b>(177,865)</b>

**Full-time Equivalent Positions**

2.0                      2.0                      2.0                      2.0                      2.0

**Notes**

- (1) Management (and the corresponding revenue collection) of the Alcohol Beverage licensing program has been reorganized within the Public Safety Department for FY 2013.
- (2) Variance due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; all of which was mitigated by departmental turnover/position reorganizations and a decrease in the defined benefit pension contribution. Position reorganizations during FY 2012 included the transfer of one (1) Administrative Assistant I position from the City Clerk's Office to City Administration and the transfer of one (1) Records Manager position from the Finance Department to the City Clerk's Office (no change in overall FTE count).
- (3) Variance due primarily to a reduction in election related expenses. City elections are held in even years (i.e. FY 2012). FY 2013 will not incur any election related expenditures.
- (4) FY 2012 included advertisement costs associated with the election. FY 2013 will not incur any election related expenditures.
- (5) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.) and a revised allocation methodology for VOIP costs.
- (6) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement.
- (7) Variance due primarily to the reallocation of funding for flowers for city employees from the City Clerk's Office to the Human Resources Department. Sending flowers is one way the city reaches out to employees during life events (e.g. birth of a child, loss of a family member, etc.).

# **REVENUE DETAIL BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Revenue Summary by Account

Project #/Title	Account Number			Title	Account Detail	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013
	100	1130	321.10 00	Alcohol Beverage Excise Tax		\$ 400,000	\$ -
	100	1130	321.10 10	Invest/Advertising Fee		5,000	-
	100	1130	324.10 00	Business License Penalty		2,000	-
	100	1130	324.40 00	Interest on Business Licenses		-	-
<b>Total</b>						<b>\$ 407,000</b>	<b>\$ -</b>

\* Management (and the corresponding revenue collection) of the Alcohol Beverage licensing program has been reorganized within the Public Safety Department for FY 2013.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	City Clerk Employee Expenses	General Office Admin	City Clerk Support Services	Council Support	Elections	Mail Room
			1130EE	1130GO	1130SS	113011	113012	113013
Professional Development	\$ 1,200	\$ 1,175	\$ 1,175	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Fees	122,800	3,600	-	500	100	3,000	-	-
Equipment R & M	-	75	-	-	75	-	-	-
Communications	-	-	-	-	-	-	-	-
Advertising	28,800	7,000	-	-	2,000	5,000	-	-
Printing	100	100	-	100	-	-	-	-
Travel	1,000	1,000	1,000	-	-	-	-	-
Maintenance Contracts	14,369	14,369	-	-	10,694	-	-	3,675
IT Professional Services	1,924	2,914	-	-	2,914	-	-	-
General Supplies	11,300	10,709	-	3,000	-	1,300	-	6,409
Utilities	7,456	8,514	-	-	8,514	-	-	-
Food/Meals	1,600	1,600	-	600	-	1,000	-	-
Small Equipment	28	-	-	-	-	-	-	-
IT Equipment Refresh	1,400	-	-	-	-	-	-	-
Non-Recurring	4,000	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 195,977</b>	<b>\$ 51,056</b>	<b>\$ 2,175</b>	<b>\$ 4,200</b>	<b>\$ 24,297</b>	<b>\$ 10,300</b>	<b>\$ -</b>	<b>\$ 10,084</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**Budget:** FY 2013  
**Statement:** Expenditure Summary by Project (Maintenance and Operations/Capital)

Project #	Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
1130EE	Employee Expenses	100-1130-521.10-00	Professional Development	Kennedy Professional Development	1,000	-
				Ervin Professional Development	-	1,000
				Kornegay Professional Development	-	175
				Rainwater IIMC Renewal	200	-
				<b>subtotal</b>	<b>1,200</b>	<b>1,175</b>
		100-1130-523.50-00	Travel	Kennedy Travel Expenses	1,000	-
				Ervin Travel Expenses	-	1,000
				<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
				<b>Total</b>	<b>\$ 2,200</b>	<b>\$ 2,175</b>
				1130GO	General Office Admin	100-1130-521.20-00
<b>subtotal</b>	<b>500</b>	<b>500</b>				
100-1130-523.40-00	Printing	Printing	100			100
		<b>subtotal</b>	<b>100</b>			<b>100</b>
100-1130-531.10-00	General Supplies	General Office Supplies	3,000			3,000
		<b>subtotal</b>	<b>3,000</b>			<b>3,000</b>
100-1130-531.30-00	Food/Meals	Luncheons	600			600
		<b>subtotal</b>	<b>600</b>			<b>600</b>
100-1130-531.60-00	Small Equipment	-	-			
100-1130-531.60-01	IT Equipment Refresh	Computer Replacement	1,400	-		
		<b>subtotal</b>	<b>1,400</b>	-		
100-1130-532.40-00	Non-recurring	Flowers for City Employees	4,000	-		
		<b>subtotal</b>	<b>4,000</b>	-		

Project #	Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			<b>Total</b>		<b>\$ 9,600</b>	<b>\$ 4,200</b>
1130SS	Support Services	100-1130-521.20-00	Professional Fees	Bank Related Fees	100	100
				<i>subtotal</i>	<b>100</b>	<b>100</b>
		100-1130-522.20-10	Equipment R & M	General Repair/Maintenance (e.g. printers)	-	75
				<i>subtotal</i>	<b>-</b>	<b>75</b>
		100-1130-523.40-00	Advertising	Bid and Recruitment Advertising	2,000	2,000
				<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
		100-1130-523.85-01	Maintenance Contracts	Building Maintenance - Janitorial Contract	2,517	2,517
				Copier Maintenance	7,000	7,000
				GRM - Records Management	1,177	1,177
				<i>subtotal</i>	<b>10,694</b>	<b>10,694</b>
		100-1130-523.90-00	IT Professional Services	CISCO SMARTnet Technical Support	160	181
				Telephony Communications Service and Support		1,039
				Workstation & Server Backup and Disaster Recovery for		
				Physical Server Files	46	-
				Anti-Virus Software & Support Renewal	13	23
				Internet Service Provider	10	11
				Data Center's Uninterruptible Power System	23	27
				Workstation Defragmentation	18	21
				Disaster Recovery Email Management - Archiving, Continuity, &	78	78
				Citywide Microsoft Licensing	452	476
				Email Archiving - Storage & Retrieval	17	-
				GIS Mobile Field Mapping & Data Collection	182	213
				Database Management for Various City Departments	26	27
				City's Wireless Access for Blackberrys	7	-
				Data Center Fire Suppression System	5	5
				Email Filtering Services	50	55
				Web Filtering Services	15	27
				Link Balancer	-	7
				IP Monitoring	3	5
				Network Monitoring	7	7
				Wiring Services	46	46
				Network Support Services	92	92
				CISCO Network Support	138	-
				Conversion of LIDAR Data to ArcGIS	7	6
				Websites for Potential Outages	1	2
				GIS Parcel Building Software	41	40
				Telephony Support Services	184	18
				Intrusion Detection	-	9
				City Telephony Equipment	110	37
				Technical Support for Vmware Environment	16	18

Project #	Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
				City Enterprise Data Management	-	110
				Citywide Virtual Infrastructure	25	120
				City Circuit Connection to Internet	109	176
				Workstation & Server Backup & Disaster Recovery for Virtual S	5	-
				Employee Self Service	9	7
				ManageEngine Password Manager Pro	11	11
				AD Audit	-	8
				Long Distance	18	12
				<b>subtotal</b>	<b>1,924</b>	<b>2,914</b>
		100-1130-531.20-00	Utilities	BFI - Garbage Service	232	230
				GA Power - Electric Service	6,464	7,500
				Fulton Cty - Water Service	90	114
				Gas Service	670	670
				<b>subtotal</b>	<b>7,456</b>	<b>8,514</b>
		100-1130-531.60-00	Small Equipment	Printer Replacement	28	-
				<b>subtotal</b>	<b>28</b>	<b>-</b>
			<b>Total</b>		<b>\$ 22,202</b>	<b>\$ 24,297</b>
113011	City Council Support	100-1130-521.20-00	Professional Fees	Municipal Code, including police updates	3,000	3,000
				<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
		100-1130-523.40-00	Advertising	Newspaper advertisements (incl alcohol)	5,000	5,000
				<b>subtotal</b>	<b>5,000</b>	<b>5,000</b>
		100-1130-531.10-00	General Supplies	Unibind	1,300	1,300
				<b>subtotal</b>	<b>1,300</b>	<b>1,300</b>
		100-1130-531.30-00	Food/Meals	City Council Events - Swearing in ceremony	1,000	1,000
				<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
			<b>Total</b>		<b>\$ 10,300</b>	<b>\$ 10,300</b>
113012	Elections	100-1130-521.20-00	Professional Fees	Fulton County Elections	138,000	-
				<b>subtotal</b>	<b>138,000</b>	<b>-</b>
		100-1130-523.40-00	Advertising	Election Advertisements	3,000	-
				<b>subtotal</b>	<b>3,000</b>	<b>-</b>
			<b>Total</b>		<b>\$ 141,000</b>	<b>\$ -</b>
113013	Mail Room	100-1130-523.85-01	Maintenance Contract	Pitney Bowes	3,675	3,675
				<b>subtotal</b>	<b>3,675</b>	<b>3,675</b>
		100-1130-531.10-00	General Supplies	Pitney Bowes Postage &Supplies	7,000	6,409
				<b>subtotal</b>	<b>7,000</b>	<b>6,409</b>
			<b>Total</b>		<b>\$ 10,675</b>	<b>\$ 10,084</b>
			<b>Total</b>		<b>\$ 195,977</b>	<b>\$ 51,056</b>



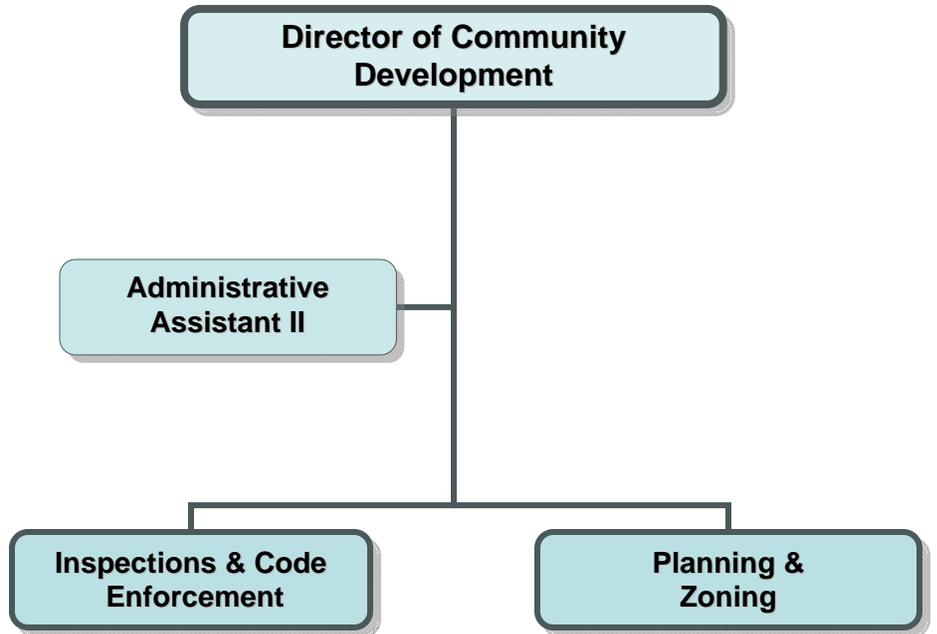
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# Community Development



***Diana Wheeler***  
Director of Community  
Development



# **Community Development**

*Administration, Planning & Zoning, and Code Enforcement*

## **Mission Statement**

To protect and enhance the lives of Alpharetta citizens by protecting property values, guiding the City's growth and safeguarding the built environment.

## **Goals and Objectives**

- ✓ Enforce the standard building code and zoning code;
- ✓ Provide building inspections within 48 hours of request;
- ✓ Provide efficient plans processing and permitting;
- ✓ Provide quality support to boards and commissions staffed by Community Development;
- ✓ Maintain and update demographic, statistical and other data, maps and materials;
- ✓ Process all public hearings in the most efficient manner possible; and
- ✓ Maintain and process business licenses for the City.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
COMMUNITY DEVELOPMENT  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 1,145,558	\$ 1,419,529	\$ 1,800,115	\$ 1,415,900	\$ 2,085,900
<i>% Change</i>		23.9%	26.8%	-21.3%	47.3%
<i>average 5 year percent change</i>		19.2%			
<b>Expenditures</b>	\$ 1,904,173	\$ 1,925,790	\$ 1,932,992	\$ 1,961,072	\$ 2,033,955
<i>% Change</i>		1.1%	0.4%	1.5%	3.7%
<i>average 5 year percent change</i>		1.7%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
COMMUNITY DEVELOPMENT  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(1)	<b>Revenue</b>								
	<i>Licenses &amp; Permits</i>								
	Development Permits	\$ 40,932	\$ 77,175	\$ 70,000	\$ -	\$ 70,000	\$ 90,000	28.6%	\$ 20,000
	Building Permits	900,010	1,128,520	900,000	-	900,000	1,325,000	47.2%	425,000
	Occupancy Permits	84,554	114,413	75,000	-	75,000	130,000	73.3%	55,000
	Sign Permits	33,610	34,272	30,000	-	30,000	30,000	0.0%	-
	<i>Charges for Services</i>								
	Planning and Development Fees & Charges	78,727	80,764	65,000	-	65,000	85,000	30.8%	20,000
	Administration (Impact Fees)	3,135	7,533	900	-	900	900	0.0%	-
	Plan Review	278,562	357,439	275,000	-	275,000	425,000	54.5%	150,000
	<i>Fines &amp; Forfeitures</i>								
	Code Enforcement Board	-	-	-	-	-	-	-	-
	<b>Total Revenue</b>	<b>\$ 1,419,529</b>	<b>\$ 1,800,115</b>	<b>\$ 1,415,900</b>	<b>\$ -</b>	<b>\$ 1,415,900</b>	<b>\$ 2,085,900</b>	<b>47.3%</b>	<b>\$ 670,000</b>
	<b>Expenditures</b>								
(2)	Personnel Services:								
	Salary	\$ 1,175,347	\$ 1,142,624	\$ 1,128,095	\$ -	\$ 1,128,095	\$ 1,154,041	2.3%	\$ 25,946
	Benefits	509,655	516,094	535,808	-	535,808	571,291	6.6%	35,483
	<b>subtotal</b>	<b>\$ 1,685,002</b>	<b>\$ 1,658,718</b>	<b>\$ 1,663,903</b>	<b>\$ -</b>	<b>\$ 1,663,903</b>	<b>\$ 1,725,332</b>	<b>3.7%</b>	<b>\$ 61,429</b>
	Maintenance and Operations:								
	Professional Development	\$ 9,035	\$ 6,516	\$ 8,304	\$ -	\$ 8,304	\$ 8,304	0.0%	\$ -
	Professional Fees	14,862	25,787	13,421	-	13,421	13,421	0.0%	-
	Board Member Fees	11,850	10,550	11,250	-	11,250	11,250	0.0%	-
	Equipment R & M	-	-	500	-	500	852	70.4%	352
	Vehicle R & M	12,426	16,264	19,800	-	19,800	19,800	0.0%	-
	Rental Land/Building	82,824	82,824	86,000	-	86,000	86,000	0.0%	-
	Communications	-	-	-	-	-	-	-	-
	Advertising	7,298	6,058	7,000	-	7,000	7,000	0.0%	-
(3)	Printing	4,806	4,409	4,050	3,600	7,650	4,050	-47.1%	(3,600)
	Travel	1,833	2,130	2,600	-	2,600	2,600	0.0%	-
(4)	Maintenance Contracts	13,790	11,961	20,834	12,000	32,834	39,316	19.7%	6,482
(5)	IT Professional Svcs	50,823	50,417	53,361	-	53,361	61,696	15.6%	8,335

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
COMMUNITY DEVELOPMENT  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	General Supplies	14,348	18,312	21,678	(4,253)	17,425	19,685	13.0%	2,260
	Uniforms	1,719	1,444	2,400	553	2,953	2,400	-18.7%	(553)
	Utilities	11,950	13,417	14,119	-	14,119	17,619	24.8%	3,500
	Food/Meals	1,738	4,677	1,400	100	1,500	1,400	-6.7%	(100)
	Small Equipment	178	226	2,802	-	2,802	400	-85.7%	(2,402)
(6)	IT Equipment Refresh	1,108	16,540	7,250	-	7,250	1,430	-80.3%	(5,820)
	Non-Recurring	200	2,744	400	-	400	400	0.0%	-
	<b>subtotal</b>	<b>\$ 240,788</b>	<b>\$ 274,274</b>	<b>\$ 277,169</b>	<b>\$ 12,000</b>	<b>\$ 289,169</b>	<b>\$ 297,623</b>	<b>2.9%</b>	<b>\$ 8,454</b>
	Capital:								
(7)	Machinery	\$ -	\$ -	\$ 20,000	\$ (12,000)	\$ 8,000	\$ 11,000	37.5%	\$ 3,000
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ (12,000)</b>	<b>\$ 8,000</b>	<b>\$ 11,000</b>	<b>37.5%</b>	<b>\$ 3,000</b>
	<b>Total</b>	<b>\$ 1,925,790</b>	<b>\$ 1,932,992</b>	<b>\$ 1,961,072</b>	<b>\$ -</b>	<b>\$ 1,961,072</b>	<b>\$ 2,033,955</b>	<b>3.7%</b>	<b>\$ 72,883</b>
	<b>Full-time Equivalent Positions</b>	21.0	19.0	18.0		18.0	18.0	funded	
		-	2.0	2.0		2.0	2.0	un-funded	
		<b>21.0</b>	<b>21.0</b>	<b>20.0</b>		<b>20.0</b>	<b>20.0</b>		

- Notes*
- (1) Represents revenue directly associated with department operations. Please note: departmental operations often impact numerous revenue sources that are accounted for elsewhere within the city's budget. For example, the enforcement and collection of business and occupational taxes are a significant priority and the Community Development Department is instrumental in their collection. These revenues are accounted for in non-departmental operations (much like property taxes, franchise fees, etc.) but are reliant on the work of the Community Development Department.
- (2) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; netted against a decrease in the defined benefit pension contribution.
- (3) FY 2012 included two large printing projects, additional copies of the 2030 Comprehensive Plan, and the 2012 color street maps. These additional expenses are not anticipated for the upcoming budget.
- (4) Variance is primarily due to increases in off-site record storage costs and two copier leases approved in FY 2012.
- (5) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, permitting software, etc.) and a revised allocation methodology for VOIP costs.
- (6) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (7) FY 2013 includes funding for the replacement of a plotter/scanner that has reached the end of its useful life.

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Revenue Summary by Account

Project #/Title	Account Details				Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended
100	7410	322.01	00		Development Permits	\$ 70,000	\$ 90,000	
100	7410	322.02	00		Building Permits	900,000	1,325,000	
100	7410	322.03	00		Occupancy Permits	75,000	130,000	
100	7410	322.07	00		Sign Permits	30,000	30,000	
100	7410	341.30	00		Plan & Dev Fees/Charges	65,000	85,000	
100	7410	341.32	01		Administration	900	900	
100	7410	342.20	10		Plan Review	275,000	425,000	
100	7410	351.19	00		Code Enforcement Board	-	-	
100	7410	371.00	00		Private Sources	-	-	
100	7410	371.99	00		Contra Revenue - Donations	-	-	
<b>Total</b>						<b>\$ 1,415,900</b>	<b>\$ 2,085,900</b>	

Notes

Represents revenue directly associated with department operations. Please note: departmental operations often impact numerous revenue sources that are accounted elsewhere within the City's budget. For example, the enforcement and collection of Business and Occupation Taxes are a significant departmental priority and the Community Development Department is instrumental in the collection of these revenues. These revenues are accounted for in non-departmental operations (much like property taxes, franchise fees, etc.) but are reliant on the work of the Community Development Department.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Zoning Employee Expenses	Zoning General Office Administration	Support Services	Boards & Commissions
			7410EE	7410GO	7410SS	741020
Professional Development	\$ 8,304	\$ 8,304	\$ 2,004	\$ -	\$ -	\$ -
Professional Fees	13,421	13,421	-	3,000	10,421	-
Board Member Fees	11,250	11,250	-	-	-	11,250
Equipment R & M	500	852	-	852	-	-
Vehicle R & M	19,800	19,800	-	-	-	-
Rental Land/Buildings	86,000	86,000	-	86,000	-	-
Communications	-	-	-	-	-	-
Advertising	7,000	7,000	-	-	1,000	-
Printing	7,650	4,050	-	1,400	-	-
Travel	2,600	2,600	800	-	-	-
Maintenance Contracts	32,834	39,316	-	-	39,316	-
IT Professional Svcs	53,361	61,696	-	-	61,696	-
General Supplies	17,425	19,685	-	8,485	-	600
Uniforms	2,953	2,400	-	-	-	-
Utilities	14,119	17,619	-	-	17,619	-
Food/Meals	1,500	1,400	-	500	-	800
Small Equipment	2,802	400	-	400	-	-
IT Equipment Refresh	7,250	1,430	1,430	-	-	-
Non-Recurring	400	400	-	400	-	-
Machinery	8,000	11,000	-	-	11,000	-
<b>TOTAL</b>	<b>\$ 297,169</b>	<b>\$ 308,623</b>	<b>\$ 4,234</b>	<b>\$ 101,037</b>	<b>\$ 141,052</b>	<b>\$ 12,650</b>

ACCOUNT DESCRIPTION	Code Enforcement Employee Expenses	Code Enforcement General Office Administration	Fleet	Building Permit Issuance
	7450EE	7450GO	7450FL	745011
Professional Development	\$ 3,800	\$ -	\$ -	2,500
Professional Fees	-	-	-	-
Board Member Fees	-	-	-	-
Equipment R & M	-	-	-	-
Vehicle R & M	-	-	19,800	-
Rental Land/Buildings	-	-	-	-
Communications	-	-	-	-
Advertising	-	6,000	-	-
Printing	-	2,650	-	-
Travel	1,800	-	-	-
Maintenance Contracts	-	-	-	-
IT Professional Svcs	-	-	-	-
General Supplies	-	8,800	-	1,800
Uniforms	2,400	-	-	-
Utilities	-	-	-	-
Food/Meals	-	100	-	-
Small Equipment	-	-	-	-
IT Equipment Refresh	-	-	-	-
Non-Recurring	-	-	-	-
Machinery	-	-	-	-
<b>TOTAL</b>	<b>\$ 8,000</b>	<b>\$ 17,550</b>	<b>\$ 19,800</b>	<b>\$ 4,300</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

City of Alpharetta

Budget: FY 2013  
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
Employee Expenses 7410EE	100 7410 521.10 00	Professional Development	PLANNING AND ZONING PROF DEV (incl. GIS Training)	1,800	1,800
			SUBSCRIPTIONS/PUBLICATIONS	204	204
			<b>subtotal</b>	<b>2,004</b>	<b>2,004</b>
	100 7410 523.50 00	Travel	PLANNING & ZONING TRAVEL	800	800
			<b>subtotal</b>	<b>800</b>	<b>800</b>
	100 7410 531.60 01	IT Equipment Refresh	WORKSTATION REPL	2,800	-
			PRINTER REPAIR	302	-
			CELL PHONE EQUIPMENT	2,100	1,430
			<b>subtotal</b>	<b>5,202</b>	<b>1,430</b>
	<b>Total</b>				<b>\$ 8,006</b>
General Office Admin. 7410GO	100 7410 521.20 00	Professional Fees	TEMPORARY STAFFING	1,000	1,000
			MISC PROFESSIONAL FEES	2,000	2,000
			<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
	100 7410 522.20 10	Equipment R & M	EQUIPMENT R&M	500	500
			PRINTER REPAIR	-	352
			<b>subtotal</b>	<b>500</b>	<b>852</b>
	100 7410 522.31 00	Rental Building/Land	BUILDING LEASE AND ADT MONITORING	86,000	86,000
			<b>subtotal</b>	<b>86,000</b>	<b>86,000</b>
	100 7410 523.40 00	Printing	MAPS, AAA IMAGING, KINKO'S, BUSINESS CARDS	1,000	1,000
			AAA IMAGING COPIES OF FILES	400	400
			<b>subtotal</b>	<b>1,400</b>	<b>1,400</b>
	100 7410 531.10 00	General Supplies	GENERAL OFFICE SUPPLIES	8,000	6,485
			GENERAL CLEANING SUPPLIES, FIRST-AID	500	500
			POSTAGE, FED EX, UPS	1,500	1,500
			<b>subtotal</b>	<b>10,000</b>	<b>8,485</b>
100 7410 531.30 00	Food/Meals	FOOD/MEALS MONTHLY MEETINGS	500	500	
		<b>subtotal</b>	<b>500</b>	<b>500</b>	
100 7410 531.60 00	Small Equipment	SMALL EQUIPMENT	400	400	
		<b>subtotal</b>	<b>400</b>	<b>400</b>	
100 7410 531.60 01	IT Equipment Refresh	LAPTOP REPL - PRESENTATION	1,650	-	
		DESKTOP PC (LOBBY)	1,400	-	
		<b>subtotal</b>	<b>3,050</b>	<b>-</b>	
100 7410 532.40 00	Non-Recurring	OTHER NON-RECURRING	400	400	
		<b>subtotal</b>	<b>400</b>	<b>400</b>	
100 7410 542.10 00	Machinery & Equipment	MACHINERY & EQUIPMENT	6,000	-	
		<b>subtotal</b>	<b>6,000</b>	<b>-</b>	
<b>Total</b>				<b>\$ 111,250</b>	<b>\$ 101,037</b>
Support Services 7410SS	100 7410 521.20 00	Professional Fees	ONLINE PROCESSING FEES & CLERK RECORD ACCESS	340	340
			BANK RELATED FEES	10,081	10,081

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			<b>subtotal</b>	<b>10,421</b>	<b>10,421</b>
100	7410 523.30 00	Advertising	EMPLOYEE RECRUITMENT	500	500
			BID PROCESS ADVERTISING	500	500
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
100	7410 523.85 01	Maintenance Contracts	JANITORIAL CONTRACT/BUILDING MAINTENANCE SVCS	7,745	7,745
			CODE VIOLATION CLEAN-UP	3,000	3,000
			COFFEE SERVICE/STANDARD COFFEE	948	948
			COPIER MAINTENANCE & CONSUMABLES (2 MACHINES)	4,000	12,150
			DICTAPHONE	258	258
			GRM STORAGE FEES	2,668	13,000
			PITNEY BOWES - POSTAGE METER	1,648	1,648
			WATER COOLER/FILTER/CITY WATER INT'L	567	567
			<b>subtotal</b>	<b>20,834</b>	<b>39,316</b>
100	7410 523.90 00	IT Professional Services	CISCO NETWORK TECHNICAL SUPPORT	1,749	1,989
			DEVELOPER LICENSE FOR MDM	-	5
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	503	-
			ANTI-VIRUS SOFTWARE MAINTENANCE/RENEWAL	145	252
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT &	115	121
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE	256	302
			WORKSTATION DEFRAGMENTOR SOFTWARE	196	227
			DISASTER RECOVERY EMAIL MGMT SOFTWARE	852	856
			CITYWIDE MICROSOFT LICENSING	4,946	5,233
			EMAIL ARCHIVING SOFTWARE MAINTENANCE/RENEWAL	186	-
			GIS MOBILE FIELD MAPPING & DATA COLLECTION	1,987	2,341
			DATABASE MANAGEMENT SOFTWARE	282	298
			BLACKBERRY SERVER MAINTENANCE/RENEWAL	72	-
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	50	55
			EMAIL FILTERING SERVICES	543	604
			WEB FILTERING SERVICES	167	302
			LINK BALANCER	-	81
			AD AUDIT	-	91
			IP MONITORING SOFTWARE MAINTENANCE/RENEWAL	30	50
			NETWORK MONITORING SOFTWARE	75	76
			TELEPHONE WIRING SERVICES	503	503
			NETWORK CONSULTING SERVICES	1,006	1,007
			CISCO NETWORK SUPPORT SERVICES	1,509	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	79	70
			WEBSITE OUTAGE MONITORING SERVICE	9	25
			GIS PARCEL BUILDING SOFTWARE	443	444
			TELEPHONY SUPPORT SERVICES	2,012	201
			INTRUSION DETECTION	-	101
			PHONE EQUIPMENT MAINTENANCE & SUPPORT	1,202	403
			VMWARE ENVIRONMENT TECHNICAL SUPPORT	176	118
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	50	-
			CITYWIDE ENTERPRISE DATA MANAGEMENT	-	1,208
			VIRTUAL SERVER LICENSING & SUPPORT	277	1,319

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			EMPLOYEE SELF SERVICE SOFTWARE	95	76
			ENTERPRISE LICENSING FOR PASSWORD MANAGEMENT	126	126
			CITY INTERNET CIRCUIT CONNECTION	1,192	1,933
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	337	368
			PERMIT, INSPECTION, CODE ENFORCEMENT AUTOMATION	20,507	22,572
			ADOBE SOFTWARE LICENSES	500	-
			DESIGN SOFTWARE & SUBSCRIPTION RENEWALS	1,378	1,474
			VOICE/DATA CIRCUIT SERVICE	4,295	11,424
			LONG DISTANCE SERVICE	253	136
			CELL PHONE SERVICE	5,258	5,305
			<b>subtotal</b>	<b>53,361</b>	<b>61,696</b>
	100 7410 531.20 00	Utilities	ELECTRIC SERVICE	11,500	12,500
			GARBAGE SERVICE	250	250
			GAS SERVICE	2,369	2,369
			INTERNET SERVICE	-	2,500
			<b>subtotal</b>	<b>14,119</b>	<b>17,619</b>
	100 7410 542.10 00	Machinery & Equipment	SERVER & OTHER HARDWARE	8,000	-
			Replacement Plotter	-	11,000
			<b>subtotal</b>	<b>8,000</b>	<b>11,000</b>
			<b>Total</b>	<b>\$ 107,735</b>	<b>\$ 141,052</b>
Boards & Commissioners 741020	100 7410 521.40 00	Board Member Fees	ALL BOARDS - ZONING, CODE, DESIGN, DEVELOPMENT	11,250	11,250
			<b>subtotal</b>	<b>11,250</b>	<b>11,250</b>
	100 7410 531.10 00	General Supplies	YEAR END APPRECIATION	600	600
			<b>subtotal</b>	<b>600</b>	<b>600</b>
	100 7410 531.30 00	Food/Meals	BOARD & COMMISSION REFRESHMENTS	800	800
			<b>subtotal</b>	<b>800</b>	<b>800</b>
			<b>Total</b>	<b>\$ 12,650</b>	<b>\$ 12,650</b>
Code Enf. Employee Expenses 7450EE	100 7410 521.10 00	Professional Development	CODE ENFORCEMENT PROFESSIONAL DEVELOPMENT	3,800	3,800
			<b>subtotal</b>	<b>3,800</b>	<b>3,800</b>
	100 7410 523.50 00	Travel	CODE ENFORCEMENT TRAVEL	1,800	1,800
			<b>subtotal</b>	<b>1,800</b>	<b>1,800</b>
	100 7410 531.17 00	Uniforms	UNIFORMS INSPECTIONS	2,400	2,400
			<b>subtotal</b>	<b>2,400</b>	<b>2,400</b>
	100 7410 531.60 01	IT Equipment Refresh	WORKSTATION REPL	1,400	-
			<b>subtotal</b>	<b>1,400</b>	<b>-</b>
	100 7410 542.10 00	Machinery & Equipment	COPIER	6,000	-
			<b>subtotal</b>	<b>6,000</b>	<b>-</b>
			<b>Total</b>	<b>\$ 15,400</b>	<b>\$ 8,000</b>
Code Enf. Office Admin. 7450GO	100 7410 523.30 00	Advertising	LEGAL NOTICES/AJC, FULTON COUNTY DAILY, APPEN	6,000	6,000
			<b>subtotal</b>	<b>6,000</b>	<b>6,000</b>
	100 7410 523.40 00	Printing	AAA IMAGING (OPEN RECORD, FILE COPIES)	2,000	2,000
			BUSINESS CARDS	450	450
			PRINTING	200	200
			<b>subtotal</b>	<b>2,650</b>	<b>2,650</b>
	100 7410 531.10 00	General Supplies	OFFICE SUPPLIES	7,478	7,000

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
					POSTAGE, FED EX	300	300
					TONER SUPPLIES	1,500	1,500
					<i>subtotal</i>	<b>9,278</b>	<b>8,800</b>
	100	7410	531.30 00	Food/Meals	FOOD/MEALS	100	100
					<i>subtotal</i>	<b>100</b>	<b>100</b>
				<b>Total</b>		<b>\$ 18,028</b>	<b>\$ 17,550</b>
Fleet Maintenance 7450FL	100	7410	522.20 20	Vehicle R & M	VEHICLE MAINTENANCE	5,800	5,800
					FUEL	14,000	14,000
					<i>subtotal</i>	<b>19,800</b>	<b>19,800</b>
				<b>Total</b>		<b>\$ 19,800</b>	<b>\$ 19,800</b>
Building Permit Issuance 745011	100	7410	521.10 00	Professional Development	ACCELA TRAINING	2,500	2,500
	100	7410	531.10 00	General Supplies	PERMIT YARD CARDS, VIOLATION STICKERS	1,800	1,800
					<i>subtotal</i>	<b>1,800</b>	<b>1,800</b>
				<b>Total</b>		<b>\$ 4,300</b>	<b>\$ 4,300</b>
				<b>Grand Total</b>		<b>\$ 297,169</b>	<b>\$ 308,623</b>

# **PERFORMANCE MEASUREMENTS**

<b>Community Development - Administration &amp; Planning and Zoning</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Community Development annual turnover percentage	5%	0%	0%	0%	0%	0%
# of Special projects managed	3	2	2	1	2	2
# of Community image enhancement projects	2	2	2	1	2	2
# of New public hearings filed	56	66	71	12	80	80
Total # of public hearings processed	112	87	96	8	110	110
# of parcels annexed	1	0	0	0	0	0
<b>Personnel Assigned:</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>		<b>6.0 FTE</b>	<b>6.0 FTE</b>
Director of Comm Development	Director of Comm Development	Director of Comm Development	Director of Comm Development		Director of Comm Development	Director of Comm Development
Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II		Admin Asst. II	Admin Asst. II (2)
Plans Technician	GIS Specialist	GIS Specialist	GIS Specialist		GIS Specialist	GIS Specialist
Boards Administrator	Boards Administrator	Boards Administrator	Boards Administrator		Boards Administrator	Boards Administrator
Recording Secretary	Recording Secretary	Recording Secretary	Recording Secretary		Recording Secretary	
Planning & Zoning Administrator	Planning & Zoning Administrator	Planning & Zoning Administrator	Planning & Zoning Administrator		Planning & Zoning Administrator	Planning & Zoning Administrator

<b>Community Development - Code Enforcement</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of New building permits issued	3,478	2,516	2,944	97	3,200	3,400
# of Building inspections completed	13,505	7,776	9,974	1,262	8,500	13,000
# of Code enforcement inspections completed	2,707	4,210	2,992	498	4,200	3,000
<b>Personnel Assigned:</b>	<b>14.0 FTE</b>	<b>14.0 FTE</b>	<b>14.0 FTE</b>		<b>14.0 FTE</b>	<b>14.0 FTE</b>
	Building Official	Building Official	Building Official		Building Official	Building Official
	Admin Asst. II (2)	Admin Asst. II (2)	Admin Asst. II (2)		Admin Asst. II	Admin Asst. II
					Specialized Assistant (Permits Plus)	Specialized Assistant (Permits Plus)
	Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)		Building Plans Examiner (2)	Building Plans Examiner (2)
	Building Inspector (5)	Building Inspector (5)	Building Inspector (5)		Building Inspector (5)*	Building Inspector (5)*
	Code Enforcement Officer (4)	Code Enforcement Officer (4)	Code Enforcement Officer (4)		Code Enforcement Officer (4)	Code Enforcement Officer (4)

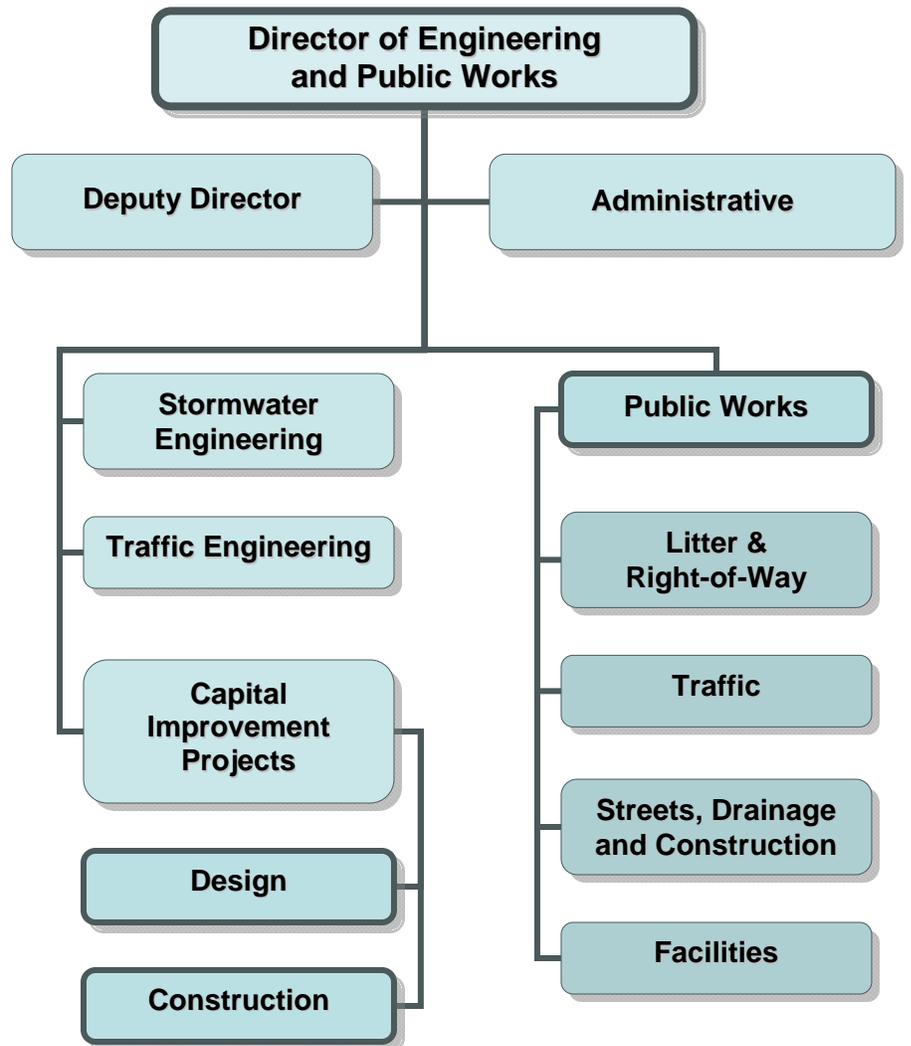
\* Includes 2.0 FTE (Building Inspector positions) not-funded in the Budget.



# Engineering and Public Works



**Pete Sewczwicz**  
Director of Engineering  
and Public Works



# **Engineering and Public Works**

*Administration, Conservation, Engineering, and Public Works*

## **Mission Statement**

The Department of Engineering and Public Works is committed to providing cost effective engineering, maintenance and design solutions through the highest possible professionalism which protects, preserves and improves the City of Alpharetta's infrastructure. Our focus shall include traffic, streets, stormwater, conservation, protection of trees and records management.

## **Goals and Objectives**

- ✓ Improve and maintain the City of Alpharetta infrastructure at the highest possible level and to enhance and promote the quality of life;
- ✓ Provide engineering professionalism to ensure growth and progress for the City of Alpharetta;
- ✓ Provide consistent Public Works functions and operations that afford future excellence in growth and expansion for the City of Alpharetta;
- ✓ Improve intergovernmental relations;
- ✓ Provide more efficient support and response for the citizens of Alpharetta;
- ✓ Develop strategic, long-range plans for the future; and
- ✓ Ensure timely completion of repairs on work projects; so the disruption of service to the customer is minimal.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
ENGINEERING/PUBLIC WORKS  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 28,060	\$ 8,889	\$ 14,424	\$ 16,444	\$ 15,500
<i>% Change</i>		-68.3%	62.3%	14.0%	-5.7%
<i>average 5-year % change</i>		0.6%			
<b>Expenditures</b>	\$ 7,294,161	\$ 7,025,225	\$ 6,344,910	\$ 6,760,909	\$ 7,185,001
<i>% Change</i>		-3.7%	-9.7%	6.6%	6.3%
<i>average 5-year % change</i>		-0.1%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
ENGINEERING/PUBLIC WORKS  
BUDGET REQUEST BY ACCOUNT**

Amended FY 2012 to FY 2013

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
	Licenses & Permits:								
	Tree Removal Permit	\$ 1,612	\$ 967	\$ 5,000	\$ -	\$ 5,000	\$ 2,500	-50.0%	\$ (2,500)
	Soil Erosion Permit	5,642	13,247	10,000	-	10,000	10,000	0.0%	-
	Charges for Services								
	Printing Services	-	-	-	-	-	3,000	-	3,000
	Contributions from Private Sources:								
	Arbor Day Event	150	-	-	-	-	-	-	-
	Env Educ Coord Workshop	1,485	210	-	1,444	1,444	-	-100.0%	(1,444)
	<b>Total Revenue</b>	<b>\$ 8,889</b>	<b>\$ 14,424</b>	<b>\$ 15,000</b>	<b>\$ 1,444</b>	<b>\$ 16,444</b>	<b>\$ 15,500</b>	<b>-5.7%</b>	<b>\$ (944)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
ENGINEERING/PUBLIC WORKS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Expenditures</b>									
(1)	Personnel Services								
	Salary	\$ 2,793,717	\$ 2,704,243	\$ 2,936,059	\$ -	\$ 2,936,059	\$ 2,906,750	-1.0%	\$ (29,309)
	Benefits	1,274,269	1,308,789	1,396,283	-	1,396,283	1,463,174	4.8%	66,891
	<b>subtotal</b>	<b>\$ 4,067,987</b>	<b>\$ 4,013,032</b>	<b>\$ 4,332,342</b>	<b>\$ -</b>	<b>\$ 4,332,342</b>	<b>\$ 4,369,924</b>	<b>0.9%</b>	<b>\$ 37,582</b>
Maintenance and Operations									
	Professional Development	\$ 12,085	\$ 12,104	\$ 19,250	\$ -	\$ 19,250	\$ 24,250	26.0%	\$ 5,000
	Professional Fees	40,350	45,237	38,350	-	38,350	34,300	-10.6%	(4,050)
	Board Member Fees	4,000	3,950	5,700	-	5,700	5,700	0.0%	-
	Claims and Judgments	-	990	-	-	-	-	-	-
	Equipment R & M	19,393	18,224	23,250	-	23,250	23,750	2.2%	500
(2)	Vehicle R & M	121,663	138,295	135,000	-	135,000	170,000	25.9%	35,000
(3)	Facility R & M	110,434	105,736	115,000	-	115,000	140,500	22.2%	25,500
	Rental Equipment	1,285	-	1,500	-	1,500	1,500	0.0%	-
	Advertising	5,233	5,728	9,000	-	9,000	7,000	-22.2%	(2,000)
	Printing	2,604	1,751	2,100	-	2,100	5,100	142.9%	3,000
	Travel	1,314	2,866	3,750	-	3,750	5,750	53.3%	2,000
(4)	Maintenance Contracts	460,648	447,016	488,154	-	488,154	472,687	-3.2%	(15,467)
(5)	IT Professional Services	86,191	68,861	82,435	-	82,435	96,876	17.5%	14,441
	General Supplies	166,954	157,910	154,750	1,444	156,194	156,194	0.0%	-
	Uniforms	22,934	15,727	17,400	-	17,400	12,400	-28.7%	(5,000)
(6)	Utilities	1,160,894	1,268,973	1,280,443	-	1,280,443	1,499,600	17.1%	219,157
	Food/Meals	2,126	1,462	1,800	-	1,800	1,800	0.0%	-
(7)	Small Equipment	26,955	27,426	28,391	-	28,391	13,500	-52.4%	(14,891)
(8)	IT Equipment Refresh	22,501	6,031	16,400	-	16,400	6,520	-60.2%	(9,880)
	Arbor Day Events	2,540	1,629	2,000	-	2,000	-	-100.0%	(2,000)
	Non-Recurring	-	-	-	-	-	-	-	-
	Promotions	1,810	1,964	2,450	-	2,450	4,650	89.8%	2,200
	<b>subtotal</b>	<b>\$ 2,271,916</b>	<b>\$ 2,331,878</b>	<b>\$ 2,427,123</b>	<b>\$ 1,444</b>	<b>\$ 2,428,567</b>	<b>\$ 2,682,077</b>	<b>10.4%</b>	<b>\$ 253,510</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
ENGINEERING/PUBLIC WORKS  
BUDGET REQUEST BY ACCOUNT**

Amended FY 2012 to FY 2013

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Capital/Lease:								
	Machinery	\$ 2,400	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Milling & Resurfacing	682,923	-	-	-	-	-	-	-
(9)	Capital Lease	-	-	-	-	-	133,000	100.0%	133,000
	<b>subtotal</b>	<b>\$ 685,323</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>133,000</b>	<b>-</b>	<b>\$ 133,000</b>
	<b>Total</b>	<b>\$ 7,025,225</b>	<b>\$ 6,344,910</b>	<b>\$ 6,759,465</b>	<b>\$ 1,444</b>	<b>\$ 6,760,909</b>	<b>\$ 7,185,001</b>	<b>6.3%</b>	<b>\$ 424,092</b>

**Full-time Equivalent Positions**

61.0	58.0	58.0	58.0	58.0	58.0	funded
1.0	4.0	4.0	4.0	4.0	4.0	un-funded
<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	

Notes

- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution. Please note: salary growth was mitigated by departmental turnover (salary variances between prior employees and new hires).
- (2) Variance due primarily to increases in vehicle repair/maintenance (based on historical/year-to-date expenditure trends) and rising fuel costs.
- (3) Variance due primarily to increases in facility repair/maintenance (based on historical/year-to-date expenditure trends) including an increase of \$10,500 in tree maintenance/removal costs.
- (4) Variance due primarily to a decrease in generator maintenance costs and the reallocation of downtown planter maintenance to the Recreation and Parks Department.
- (5) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.) and a revised allocation methodology for VOIP costs.
- (6) Variance is based on current year-to-date expenditures, GA Power rate increase that occurred on January 1, 2012 (additional rate increase is scheduled for January 1, 2013), and a streetlight audit by GA Power that identified an additional 363 light poles that the city should be funding but has not been billed for in the past (\$100,000 annual impact).
- (7) Variance due primarily to the reallocation of cell phone equipment replacement to the IT Equipment Refresh account.
- (8) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (9) Variance due primarily to operational initiative funding totaling \$133,000 to fund a lease payment for the replacement of the City's enterprise permitting/work order management system (please refer to the Operating Initiatives tab for a detailed description).

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Revenue Summary by Account

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100	4101	322.04 00	Tree Removal Permit		\$ 5,000	\$ 2,500
	100	4101	322.06 00	Soil Erosion Permit		10,000	10,000
	100	4101	341.40 00	Printing Services		-	3,000
	100	4101	371.00 00	Private Sources		-	-
	100	4101	371.20 01	Arbor Day Event		-	-
	100	4101	371.30 00	Environmental Education Coordinator Workshop		1,444	-
	100	4101	371.99 00	Contra Revenue - Donations		-	-
	<b>Total</b>					<b>\$ 16,444</b>	<b>\$ 15,500</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Admin Employee Expenses	General Office Admin	Support Services	Engineering Employee Expenses
			4101EE	4101GO	4101SS	1575EE
Professional Development	\$ 19,250	\$ 24,250	\$ 5,000	\$ -	\$ -	\$ 12,000
Professional Fees	38,350	34,300	-	7,500	-	-
Board Member Fees	5,700	5,700	-	-	-	-
Claims and Judgements	-	-	-	-	-	-
Equipment R & M	23,250	23,750	-	-	500	-
Vehicle R & M	135,000	170,000	-	-	-	-
Facility R & M	115,000	140,500	-	-	-	-
Rental Equipment	1,500	1,500	-	-	-	-
Advertising	9,000	7,000	-	-	2,000	-
Printing	2,100	5,100	-	4,000	-	-
Travel	3,750	5,750	1,100	-	-	4,000
Maintenance Contracts	488,154	472,687	-	1,600	69,354	-
IT Professional Services	82,435	96,876	-	-	96,876	-
General Supplies	156,194	156,194	-	9,000	-	-
Uniforms	17,400	12,400	-	-	-	4,400
Utilities	1,280,443	1,499,600	-	-	1,489,600	-
Food/Meals	1,800	1,800	-	1,500	-	-
Small Equipment	28,391	13,500	-	1,000	-	1,000
IT Equipment Refresh	16,400	6,520	-	-	6,520	-
Arbor Day Events	2,000	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-
Promotions	2,450	4,650	-	-	-	-
Milling & Resurfacing	-	-	-	-	-	-
Capital Lease	-	133,000	-	-	133,000	-
Machinery	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,428,567</b>	<b>\$ 2,815,077</b>	<b>\$ 6,100</b>	<b>\$ 24,600</b>	<b>\$ 1,797,850</b>	<b>\$ 21,400</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Arborist Activities</b>	<b>Design</b>	<b>Stormwater (Engineering)</b>	<b>Traffic (Engineering)</b>	<b>Construction</b>	<b>Traffic Supplies (Eng)</b>	<b>Public Works Employee Expenses</b>
	<b>157510</b>	<b>157511</b>	<b>157512</b>	<b>157513</b>	<b>157514</b>	<b>157520</b>	<b>4105EE</b>
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,250
Professional Fees	600	8,000	1,200	1,000	4,000	-	-
Board Member Fees	-	-	-	-	-	-	-
Claims and Judgements	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Facility R & M	30,500	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Advertising	-	5,000	-	-	-	-	-
Printing	-	490	-	-	210	-	-
Travel	-	-	-	-	-	-	450
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	300	1,050	9,000	500	2,500	4,000	-
Uniforms	-	-	-	-	-	-	8,000
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	1,050	1,000	1,000	950	-	2,000
IT Equipment Refresh	-	-	-	-	-	-	-
Arbor Day Events	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	2,500	-	-	-	-	-	-
Milling & Resurfacing	-	-	-	-	-	-	-
Capital Lease	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 33,900</b>	<b>\$ 15,590</b>	<b>\$ 11,200</b>	<b>\$ 2,500</b>	<b>\$ 7,660</b>	<b>\$ 4,000</b>	<b>\$ 16,700</b>

ACCOUNT DESCRIPTION	PW Fleet Activity	City Facilities	Construction	Stormwater (PW)	Streets/Litter	Traffic Supplies (PW)	Conservation Employee Expenses
	4105FL	410510	410511	410516	410517	410520	7110EE
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Professional Fees	-	-	10,000	-	-	-	-
Board Member Fees	-	-	-	-	-	-	-
Claims and Judgements							
Equipment R & M	17,000	-	3,000	750	2,500	-	-
Vehicle R & M	170,000	-	-	-	-	-	-
Facility R & M	-	110,000	-	-	-	-	-
Rental Equipment	-	-	750	750	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	200
Maintenance Contracts	-	401,733	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	25,000	79,000	5,000	7,000	7,000	-
Uniforms	-	-	-	-	-	-	-
Utilities	-	-	10,000	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	1,000	3,000	-	1,500	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Arbor Day Events	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Milling & Resurfacing	-	-	-	-	-	-	-
Capital Lease	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 187,000</b>	<b>\$ 537,733</b>	<b>\$ 105,750</b>	<b>\$ 6,500</b>	<b>\$ 11,000</b>	<b>\$ 7,000</b>	<b>\$ 1,200</b>

ACCOUNT DESCRIPTION	Environ-mental Ed Workshop	Environ-mental Outreach
	711012	711013
Professional Development	\$ -	\$ -
Professional Fees	-	2,000
Board Member Fees	-	5,700
Claims and Judgements		
Equipment R & M	-	-
Vehicle R & M	-	-
Facility R & M	-	-
Rental Equipment	-	-
Advertising	-	-
Printing	-	400
Travel	-	-
Maintenance Contracts	-	-
IT Professional Services	-	-
General Supplies	3,994	2,850
Uniforms	-	-
Utilities	-	-
Food/Meals	-	300
Small Equipment	-	-
IT Equipment Refresh	-	-
Arbor Day Events	-	-
Non-Recurring	-	-
Promotions	-	2,150
Milling & Resurfacing	-	-
Capital Lease	-	-
Machinery	-	-
<b>TOTAL</b>	<b>\$ 3,994</b>	<b>\$ 13,400</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

**Budget:** FY 2013  
**Statement:** Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Admin Employee Expenses 4101EE</b>	100 4101 521.10 00	Professional Development	ADMIN PROFESSIONAL DEVELOPMENT	3,000	5,000
			<b>subtotal</b>	<b>3,000</b>	<b>5,000</b>
	100 4101 523.50 00	Travel	ADMIN TRAVEL	100	1,100
			<b>subtotal</b>	<b>100</b>	<b>1,100</b>
	100 4101 531.60 01	IT Equipment Refresh	Workstation Replacements	16,400	-
			<b>subtotal</b>	<b>16,400</b>	<b>-</b>
		<b>Total</b>		<b>19,500</b>	<b>6,100</b>
<b>General Office Admin 4101GO</b>	100 4101 521.20 00	Professional Fees	Metro North Georgia Water Planning Dept	7,500	7,500
			<b>subtotal</b>	<b>7,500</b>	<b>7,500</b>
	100 4101 523.40 00	Printing	AAA IMAGING	1,000	4,000
			<b>subtotal</b>	<b>1,000</b>	<b>4,000</b>
	100 4101 523.85 01	Maintenance Contracts	Pitney Bowes	1,600	1,600
			<b>subtotal</b>	<b>1,600</b>	<b>1,600</b>
	100 4101 531.10 00	General Supplies	POSTAGE	9,000	9,000
		<b>subtotal</b>	<b>9,000</b>	<b>9,000</b>	
	100 4101 531.30 00	Food/Meals	FOOD/MEALS	1,500	1,500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
		<b>Total</b>		<b>21,600</b>	<b>24,600</b>
<b>Support Services Activities 4101SS</b>	100 4101 523.30 00	Advertising	DEPARTMENT RECRUITMENT	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>
	100 4101 522.20 10	Equipment R & M	General Repair/Maintenance (e.g. printers)	-	500
			<b>subtotal</b>	<b>-</b>	<b>500</b>
	100 4101 523.85 01	Maintenance Contracts	DTGroup COPIER MAINTENANCE	4,000	1,800
			COPIER LEASE & CONSUMABLES (INCL. COPIER REPL.)	-	12,000
			FULTON COUNTY RADIO AGREEMENT	8,500	8,500
			GENERATORS	35,000	20,000
			GRM Document Storage (IRON MOUNTAIN FEES)	1,654	1,654
			JANITORIAL CONTRACT	10,000	10,000
STANDARD COFFEE			1,700	1,700	
TORNADO WARNING SIRENS			15,000	13,000	
		<b>subtotal</b>	<b>76,554</b>	<b>69,354</b>	
100 4101 523.90 00	IT Professional Services	CISCO NETWORK TECHNICAL SUPPORT	3,421	3,887	
		TELEPHONY COMMUNICATIONS SERVICE & SUPPORT	-	22,329	
		APPLE DEVELOPER LICENSE	-	10	
		WORKSTATION/SERVER BACKUP & DISASTER RECOVERY	984	-	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			CITY VIRUS, ADWARE, SPYWARE, & THREAT PROTECTION	284	492
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT &	224	236
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE	501	590
			WORKSTATION DEFRAGMENTOR SOFTWARE	383	443
			DISASTER RECOVERY EMAIL MGMT SOFTWARE	1,667	1,673
			CITYWIDE MICROSOFT LICENSING	9,676	10,229
			EMAIL ARCHIVING SOFTWARE MAINTENANCE/RENEWAL	365	-
			GIS MOBILE FIELD MAPPING & DATA COLLECTION	3,887	4,576
			DATABASE MANAGEMENT SOFTWARE	551	582
			BLACKBERRY SERVER MAINTENANCE/RENEWAL	142	-
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	98	108
			EMAIL FILTERING SERVICES	1,063	1,181
			WEB FILTERING SERVICES	327	590
			LINK BALANCER	-	157
			IP MONITORING SOFTWARE MAINTENANCE/RENEWAL	59	98
			NETWORK MONITORING SOFTWARE	147	148
			TELEPHONE WIRING SERVICES	984	984
			NETWORK CONSULTING SERVICES	1,968	1,968
			CISCO NETWORK SUPPORT SERVICES	2,952	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	155	138
			WEBSITE OUTAGE MONITORING SERVICE	17	49
			GIS PARCEL BUILDING SOFTWARE	867	867
		Variance due to general cost increases in multiple software	TELEPHONY SUPPORT SERVICES	3,936	394
			INTRUSION DETECTION	-	197
			PHONE EQUIPMENT MAINTENANCE & SUPPORT	2,352	787
			VMWARE ENVIRONMENT TECHNICAL SUPPORT	344	230
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY	98	-
			CITY ENTERPRISE DATA MANAGEMENT	-	2,362
			VIRTUAL SERVER LICENSING & SUPPORT	541	2,578
			EMPLOYEE SELF SERVICE SOFTWARE	186	148
			MANAGE ENGINE PASSWORD MANAGER PRO	246	246
			CITY INTERNET CIRCUIT CONNECTION	2,332	3,778
			MANAGE ENGINE SOFTWARE LICENSING - AD AUDIT	-	177
			REMOTE APPLICATION & DATABASE SOFTWARE	1,686	1,839
			PERMIT, INSPECTION, CODE ENFORCEMENT AUTOMATION	6,161	6,780
			MOBILE DATA MANAGEMENT	-	420
			DSL CONNECTIVITY	1,618	-
			ADOBE SOFTWARE LICENSES	1,400	-
			2D & 3DDRAFTING & DESIGNING SOFTWARE	4,609	3,174
			CONSTRUCTION ESTIMATION SOFTWARE MAINTENANCE &	1,500	1,300
			VEHICLE SIMULATION SOFTWARE MAINTENANCE &	395	430
			VOICE/DATA CIRCUIT SERVICE	5,074	-
			LONG DISTANCE SERVICE	84	266
			CELL PHONE SERVICE	18,789	19,970

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			DATA CARD SERVICE	362	465
			<i>subtotal</i>	<b>82,435</b>	<b>96,876</b>
	100 4101 531.20 00	Utilities	CHARTER CABLE	618	600
			ELECTRIC SERVICE	1,240,000	1,450,000
			GARBAGE SERVICE	7,750	20,000
			GAS SERVICE	9,900	8,000
			WATER SERVICE	4,000	6,000
			CITY OF ROSWELL UTILITY	3,175	5,000
			<i>subtotal</i>	<b>1,265,443</b>	<b>1,489,600</b>
	100 4101 531.60 01	IT Equipment Refresh	CELL PHONE EQUIPMENT	-	6,520
			<i>subtotal</i>	-	<b>6,520</b>
	100 4101 531.60 00	Small Equipment	PRINTER REPLACEMENTS / REPAIR	591	-
			CELL PHONE EQUIPMENT	6,300	-
			<i>subtotal</i>	<b>6,891</b>	-
	100 4101 581.20 01	Capital Lease (Principal)	ENTERPRISE PERMITTING/WORK ORDER SYSTEM	-	133,000
			<i>subtotal</i>	-	<b>133,000</b>
		<b>Total</b>		<b>1,433,323</b>	<b>1,797,850</b>
<b>Engineering Employee Expenses 1575EE</b>	100 4101 521.10 00	Professional Development	ENGINEERING PROFESSIONAL DEVELOPMENT	10,000	12,000
			<i>subtotal</i>	<b>10,000</b>	<b>12,000</b>
	100 4101 523.50 00	Travel	ENGINEERING TRAVEL	3,000	4,000
			<i>subtotal</i>	<b>3,000</b>	<b>4,000</b>
	100 4101 531.17 00	Uniforms	SHOE ALLOWANCE	1,500	1,500
			PERSONAL PROTECTIVE EQUIPMENT FOR LAB UNIFORM	300	300
			OTHER - JACKET & UNIFORM SETUP	2,500	2,500
			<i>subtotal</i>	<b>4,400</b>	<b>4,400</b>
	100 4101 531.60 00	Small Equipment	EQUIPMENT	3,000	1,000
			<i>subtotal</i>	<b>3,000</b>	<b>1,000</b>
		<b>Total</b>		<b>20,400</b>	<b>21,400</b>
<b>Arborist Activities 157510</b>	100 4101 521.20 00	Professional Fees	CONSULTING	600	600
			<i>subtotal</i>	<b>600</b>	<b>600</b>
	100 4101 522.20 50	Facility R & M	GROUNDS LANDSCAPING	5,000	-
			TREE MAINTENANCE AND REMOVAL	20,000	30,500
			<i>subtotal</i>	<b>25,000</b>	<b>30,500</b>
	100 4101 531.10 00	General Supplies	OFFICE SUPPLIES	300	300
			<i>subtotal</i>	<b>300</b>	<b>300</b>
	100 4101 531.70 00	Arbor Day Event	Arbor Day Event Supplies	2,000	-
			<i>subtotal</i>	<b>2,000</b>	-
	100 4101 533.10 00	Promotions	TREE COMMISSION EVENTS	300	-
			NRC EVENTS	-	2,500
			<i>subtotal</i>	<b>300</b>	<b>2,500</b>
		<b>Total</b>		<b>28,200</b>	<b>33,900</b>
<b>Design 157511</b>	100 4101 521.20 00	Professional Fees	CONSULTING	8,000	8,000
			<i>subtotal</i>	<b>8,000</b>	<b>8,000</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 4101 523.30 00	Advertising	BID ADVERTISING	7,000	5,000
			<i>subtotal</i>	<b>7,000</b>	<b>5,000</b>
	100 4101 523.40 00	Printing	MISC PRINTING	490	490
			<i>subtotal</i>	<b>490</b>	<b>490</b>
	100 4101 531.10 00	General Supplies	OFFICE SUPPLIES	1,050	1,050
			<i>subtotal</i>	<b>1,050</b>	<b>1,050</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	1,050	1,050
			<i>subtotal</i>	<b>1,050</b>	<b>1,050</b>
		<b>Total</b>		<b>17,590</b>	<b>15,590</b>
<b>Stormwater 157512</b>	100 4101 521.20 00	Professional Fees	CONSULTING	2,250	1,200
			<i>subtotal</i>	<b>2,250</b>	<b>1,200</b>
	100 4101 531.10 00	General Supplies	OFFICE SUPPLIES	9,000	9,000
			<i>subtotal</i>	<b>9,000</b>	<b>9,000</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
		<b>Total</b>		<b>12,250</b>	<b>11,200</b>
<b>Traffic (Engineering) 157513</b>	100 4101 521.20 00	Professional Fees	CONSULTING SERVICES	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 4101 531.10 00	General Supplies	OFFICE SUPPLIES	500	500
			<i>subtotal</i>	<b>500</b>	<b>500</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	1,500	1,000
			<i>subtotal</i>	<b>1,500</b>	<b>1,000</b>
		<b>Total</b>		<b>3,000</b>	<b>2,500</b>
<b>Construction 157514</b>	100 4101 521.20 00	Professional Fees	CONSULTING	4,000	4,000
			<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
	100 4101 523.40 00	Printing	MISC PRINTING	210	210
			<i>subtotal</i>	<b>210</b>	<b>210</b>
	100 4101 531.10 00	General Supplies	OFFICE SUPPLIES	2,500	2,500
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	950	950
			<i>subtotal</i>	<b>950</b>	<b>950</b>
		<b>Total</b>		<b>7,660</b>	<b>7,660</b>
<b>Traffic Supplies (Eng) 157520</b>	100 4101 531.10 00	General Supplies	Traffic related SUPPLIES	4,000	4,000
			<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
		<b>Total</b>		<b>4,000</b>	<b>4,000</b>
<b>Public Works Employee Expenses 4105EE</b>	100 4101 521.10 00	Professional Development	PUBLIC WORKS PROFESSIONAL DEVELOPMENT	5,250	6,250
			<i>subtotal</i>	<b>5,250</b>	<b>6,250</b>
	100 4101 523.50 00	Travel	PUBLIC WORKS TRAVEL	450	450
			<i>subtotal</i>	<b>450</b>	<b>450</b>
	100 4101 531.17 00	Uniforms	SHOE ALLOWANCE UNIFORMS	3,000 10,000	2,000 6,000
			<i>subtotal</i>	<b>13,000</b>	<b>8,000</b>

Project #/Title	Account Number				Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100	4101	531.60	00	Small Equipment		3,000	2,000
						<i>subtotal</i>	<b>3,000</b>	<b>2,000</b>
					<b>Total</b>		<b>21,700</b>	<b>16,700</b>
<b>PW Fleet Activity 4105FL</b>	100	4101	522.20	10	Equipment R & M	EQUIPMENT REPAIR	17,000	17,000
						<i>subtotal</i>	<b>17,000</b>	<b>17,000</b>
	100	4101	522.20	20	Vehicle R & M	FUEL	75,000	115,000
						REPAIR & MAINTENANCE	60,000	55,000
						<i>subtotal</i>	<b>135,000</b>	<b>170,000</b>
					<b>Total</b>		<b>152,000</b>	<b>187,000</b>
<b>City Facilities 410510</b>	100	4101	522.20	50	Facility R & M	CITY FACILITIES GENERAL REPAIR AND MAINTENANCE	90,000	110,000
						<i>subtotal</i>	<b>90,000</b>	<b>110,000</b>
	100	4101	523.85	01	Maintenance Contracts	FULTON COUNTY/ATLANTA HUMANE SOCIETY	48,000	48,000
						HVAC	68,000	68,000
						LANDSCAPE/ROW	265,000	259,733
						PEST CONTROL	6,500	6,500
						STREET SWEEPING	18,000	15,000
						ICE MACHINE	2,000	2,000
						FIRE EXTINGUISHER	2,500	2,500
						<i>subtotal</i>	<b>410,000</b>	<b>401,733</b>
	100	4101	531.10	00	General Supplies	GENERAL SUPPLIES FOR ENG/PW	25,000	25,000
						<i>subtotal</i>	<b>25,000</b>	<b>25,000</b>
	100	4101	531.60	00	Small Equipment	Small Equipment	2,000	1,000
						<i>subtotal</i>	<b>2,000</b>	<b>1,000</b>
					<b>Total</b>		<b>527,000</b>	<b>537,733</b>
<b>Construction 410511</b>	100	4101	521.20	00	Professional Fees	UTILITIES PROTECTION CENTER	10,000	8,000
						CONSTRUCTION PROFESSIONAL FEES	3,000	2,000
						<i>subtotal</i>	<b>13,000</b>	<b>10,000</b>
	100	4101	522.20	10	Equipment R & M	CONSTRUCTION EQUIPMENT R & M	3,000	3,000
						<i>subtotal</i>	<b>3,000</b>	<b>3,000</b>
	100	4101	522.32	00	Rental Equipment	CONSTRUCTION EQUIPMENT RENTAL	750	750
						<i>subtotal</i>	<b>750</b>	<b>750</b>
	100	4101	531.10	00	General Supplies	CONSTRUCTION SUPPLIES	79,000	79,000
						<i>subtotal</i>	<b>79,000</b>	<b>79,000</b>
	100	4101	531.20	00	Utilities	BFI DUMPSTER HAULING	15,000	10,000
						<i>subtotal</i>	<b>15,000</b>	<b>10,000</b>
	100	4101	531.60	00	Small Equipment	Small Equipment	5,000	3,000
						<i>subtotal</i>	<b>5,000</b>	<b>3,000</b>
					<b>Total</b>		<b>115,750</b>	<b>105,750</b>
<b>Stormwater 410516</b>	100	4101	522.20	10	Equipment R & M	STORMWATER EQUIPMENT REPAIR	750	750
						<i>subtotal</i>	<b>750</b>	<b>750</b>
	100	4101	522.32	00	Rental Equipment	EQUIPMENT RENTAL	750	750
						<i>subtotal</i>	<b>750</b>	<b>750</b>
	100	4101	531.10	00	General Supplies	GENERAL STORMWATER SUPPLIES	5,000	5,000
						<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
		<b>Total</b>		<b>6,500</b>	<b>6,500</b>
<b>Street/Litter 410517</b>	100 4101 522.20 10	Equipment R & M	EQUIPMENT REPAIR	2,500	2,500
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
	100 4101 531.10 00	General Supplies	GENERAL SUPPLIES	7,000	7,000
			<i>subtotal</i>	<b>7,000</b>	<b>7,000</b>
	100 4101 531.60 00	Small Equipment	Small Equipment	3,000	1,500
			<i>subtotal</i>	<b>3,000</b>	<b>1,500</b>
		<b>Total</b>		<b>12,500</b>	<b>11,000</b>
<b>Traffic Supplies (PW) 410520</b>	100 4101 531.10 00	General Supplies	Traffic related SUPPLIES	7,000	7,000
			<i>subtotal</i>	<b>7,000</b>	<b>7,000</b>
		<b>Total</b>		<b>7,000</b>	<b>7,000</b>
<b>Observation Employee Expenses 7110EE</b>	100 4101 521.10 00	Professional Development	ENVIRONMENTAL EDUCATION PROFESSIONAL	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 4101 523.50 00	Travel	ENVIRONMENTAL EDUCATION TRAVEL	200	200
			<i>subtotal</i>	<b>200</b>	<b>200</b>
		<b>Total</b>		<b>1,200</b>	<b>1,200</b>
<b>Environmental Ed Workshop 711012</b>	100 4101 531.10 00	General Supplies		3,000	3,994
				<b>3,000</b>	<b>3,994</b>
		<b>Total</b>		<b>3,000</b>	<b>3,994</b>
<b>Environmental Outreach 711013</b>	100 4101 521.20 00	Professional Fees	SCHOOL & RECYCLING PROGRAMS, CONSULTING	2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
(Combination of 711010 & 711011)	100 4101 521.40 00	Board Member Fees		5,700	5,700
			<i>subtotal</i>	<b>5,700</b>	<b>5,700</b>
	100 4101 523.40 00	Printing	BUSINESS CARDS/INVITATIONS	400	400
			<i>subtotal</i>	<b>400</b>	<b>400</b>
	100 4101 531.10 00	General Supplies	OFFICE/ACTIVITY SUPPLIES	2,000	2,000
			MISC SUPPLIES	400	850
			<i>subtotal</i>	<b>2,400</b>	<b>2,850</b>
	100 4101 531.30 00	Food/Meals	MISC LUNCHEON MEETINGS	300	300
			<i>subtotal</i>	<b>300</b>	<b>300</b>
	100 4101 533.10 00	Promotions	BULKY TRASH DAY	1,500	1,500
			MISC PROMOTIONS	650	650
			<i>subtotal</i>	<b>2,150</b>	<b>2,150</b>
		<b>Total</b>		<b>12,950</b>	<b>13,400</b>
		<b>Grand Total</b>		<b>2,427,123</b>	<b>2,815,077</b>

# **PERFORMANCE MEASUREMENTS**

<b>Engineering &amp; Public Works</b>						
<b>Public Works Administration</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Engineering/PW Department annual turnover percentage	10%	10%	10%		5%	5%
<b>Personnel Assigned:</b>	<b>7.0 FTE</b>	<b>7.0 FTE</b>	<b>7.0 FTE</b>		<b>7.0 FTE</b>	<b>7.0 FTE</b>
Director of Eng/PW	Director of Eng/PW	Director of Eng/PW	Director of Eng/PW		Director of Eng/PW	Director of Eng/PW
Deputy Director	Deputy Director	Deputy Director	Deputy Director		Deputy Director *	Deputy Director *
Senior Operations Manager - PW	Senior Operations Manager - PW	Senior Operations Manager - PW	Senior Operations Manager - PW		Senior Operations Manager - PW	Senior Operations Manager - PW
Office Manager	Office Manager	Project Administrator			Project Administrator	Project Administrator
Admin Asst. II	Admin Asst. II	Admin Asst. II (2)			Admin Asst. II (2)	Admin Asst. II (2)
Admin Asst. I	Admin Asst. I					
Fleet Coordinator	Fleet Coordinator	Fleet Coordinator			Fleet Coordinator	Fleet Coordinator

\* Deputy Director position is not funded in the Budget.

<b>Engineering &amp; Public Works Conservation</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Jan. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Events coordinated	18	23	27	9	17	17
# of Students reached	343	896	1363	584	500	500
# of Volunteers	885	677	944	744	600	600
<b>Personnel Assigned:</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>		<b>1.0 FTE</b>	<b>1.0 FTE</b>
	Environmental Education Coord.	Environmental Education Coord.	Environmental Education Coord.		Environmental Education Coord.	Environmental Program Coord.

## Engineering & Public Works

### Engineering

Performance Measurements	Actual FY 2009	Actual FY 2010	Actual FY 2011	YTD (feb. 2012) FY 2012	Target FY 2012	Target FY 2013
# of Stormwater plans reviewed	198	103	133	72	120	120
% of Stormwater plans reviewed within 10 calendar days	88%	93%	97%	99%	80%	80%
# of capital/bond contracts managed	36	35	47	37	36	36
Total amount of capital/bond projects under contract	\$10,506,285	\$10,516,222	\$16,621,864	\$15,818,904	\$20,000,000	\$20,000,000
Contract expenditures on capital/bond projects *	\$4,306,522	\$4,167,114	\$10,036,317	\$4,237,140	\$4,500,000	\$4,500,000
% of contracts completed within 10% of original budget contract	85%	86%	92%	100%	80%	80%
% of contracts completed within 10% of original contract time	62%	61%	48%	80%	80%	80%
# of Water quality samples analyzed	330	316	330	167	366	366
# of Land disturbance inspections	5856	4099	4868	3026	4000	4000
# of traffic/signal projects inspected	40	40	39	32	50	50
# of traffic signals timed	60	43	59	42	50	50
# of Traffic complaint responses	250	250	269	190	250	250
* Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.						

**Engineering & Public Works  
Engineering**

<b>Personnel Assigned:</b>	<b>21.0 FTE</b>	<b>21.0 FTE</b>	<b>21.0 FTE</b>	<b>22.0 FTE</b>	<b>22.0 FTE</b>
Arborist	Arborist	Arborist	Arborist	Arborist	Arborist
Civil Engineer (3)	Civil Engineer (3)	Civil Engineer (3)	Civil Engineer (3)	Civil Engineer (3)	Civil Engineer (3)
Sr. Engineer (3)	Sr. Engineer (3)	Sr. Engineer (3)	Sr. Engineer (3)	Sr. Engineer (3)	Sr. Engineer (3)
Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.
Construction Inspector (2)	Construction Inspector (2)	Construction Inspector (2)	Construction Inspector (2)	Inspector (6)	Inspector (6)
Sr. Engineering Technician	Sr. Engineering Technician	Sr. Engineering Technician	Sr. Engineering Technician	Sr. Engineering Technician	Sr. Engineering Technician
Engineering Technician (5)	Engineering Technician (5)	Engineering Technician (5)	Engineering Technician (5)	Engineering Technician (5)	Engineering Technician (5)
Land Disturbance Inspector (3)					
Water Resources Technician	Water Resources Technician	Water Resources Technician	Water Resources Technician	Water Resources Technician	Water Resources Technician
GIS Specialist*	GIS Specialist*	GIS Specialist*	GIS Specialist*	GIS Specialist*	GIS Specialist*

\* GIS Specialist position is not funded in the Budget.

**Engineering & Public Works  
Public Works Operations**

<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Average # of days to complete sidewalk work order	10.0	10.4	9.1	5.7	12.0	12.0
Average # of days to complete pothole & curb/gutter work order	1.0	1.1	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.5	16.8	19.6	1.8	7.0	7.0
Average # of days to complete ROW., mowing, limb work order	2.7	2.3	1.7	1.2	2.5	2.5
Average # of days to complete drainage sink hole work order	6.5	1.1	1.9	1.1	7.0	7.0
Average # of days to complete sign replacement/upgrade work order	4.0	3.5	5.1	4.2	4.5	4.5
Average # of days to complete signal light maintenance work order	2.2	2.5	2.6	1.3	3.0	3.0
Average # of days to complete striping work order	3.6	1.9	2.2	2.6	3.0	3.0
Average # of days to complete catch basin work order	8.4	6.1	7.6	4.9	8.0	8.0
Average # of days to complete storm drain work order	10.2	19.5	6.3	4.2	12.0	12.0
Average # of days to complete facilities work order	3.2	4.9	2.5	2.5	3.0	3.0
<b>Personnel Assigned:</b>	<b>33.0 FTE</b>	<b>33.0 FTE</b>	<b>33.0 FTE</b>		<b>32.0 FTE</b>	<b>32.0 FTE</b>
PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)		PW Supervisor (3)	PW Supervisor (3)
PW Crew Leader (7)	PW Crew Leader (7)	PW Crew Leader (7)	PW Crew Leader (7)		PW Crew Leader (7)	PW Crew Leader (7)
PW Tech II (9)	PW Tech II (9)	PW Tech II (9)	PW Tech II (9)		PW Tech II (9)	PW Tech II (9)
PW Tech I (7)	PW Tech I (7)	PW Tech I (7)	PW Tech I (7)		PW Tech I (7)	PW Tech I (7)
PW Tech (7)	PW Tech (7)	PW Tech (7)	PW Tech (7)		PW Tech (6)*	PW Tech (6)*

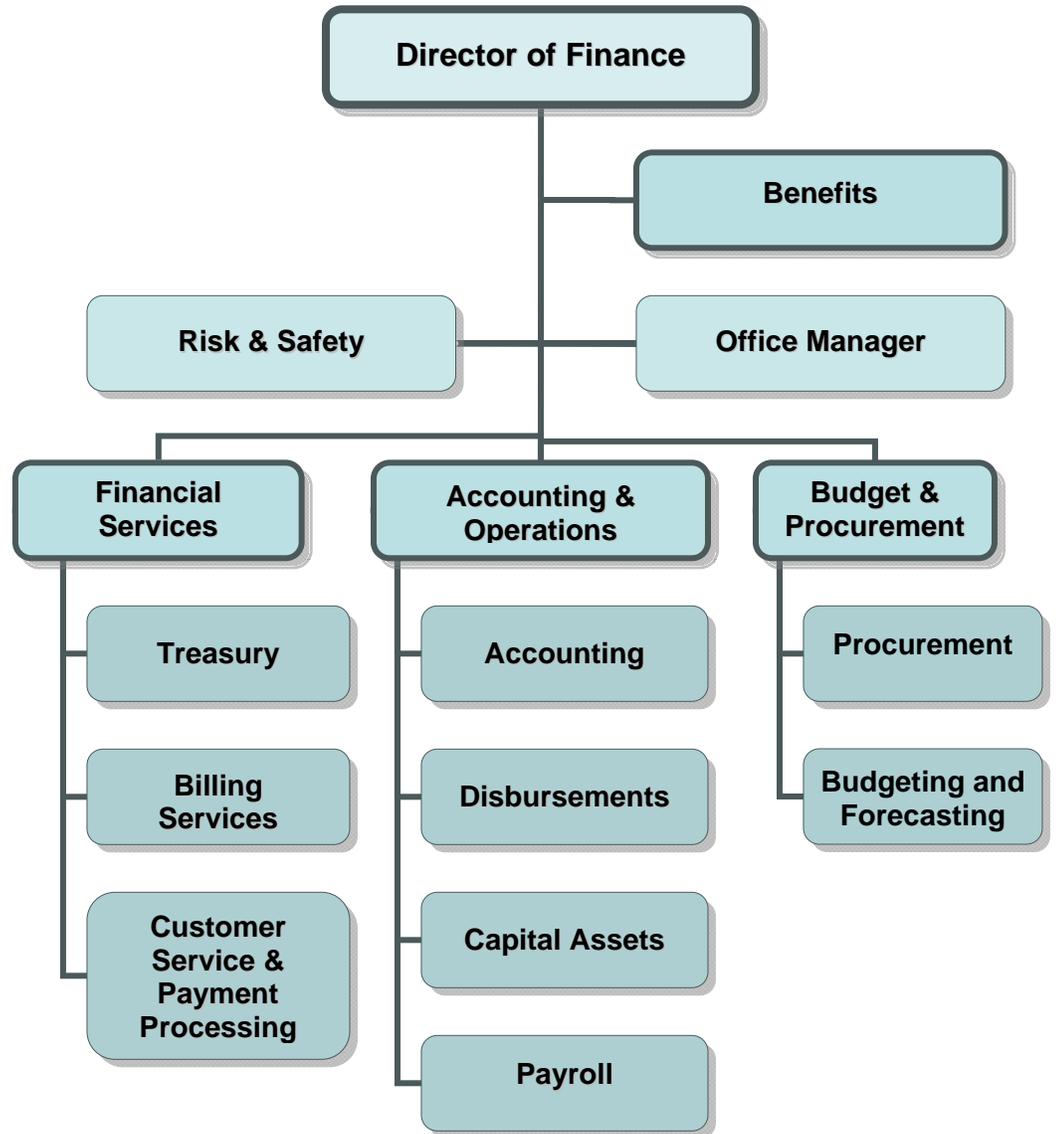
\* 2 PW Tech. positions are not funded in the Budget.



# Finance



**Thomas G. Harris**  
Director of Finance



# **Finance**

*Administration, Accounting, Budgeting, Employee Benefits and Compensation, Procurement, Risk Management, Treasury, Internal and External Service*

## **Mission Statement**

The mission of the Finance Department is to plan, receive, monitor, safeguard, invest, account, and expend the financial resources of the City of Alpharetta in the highest legal, ethical, and professional standard practical, and to respond to the service needs of our internal and external customers in a timely, courteous and accurate manner.

## **Goals and Objectives**

- ✓ Securing Financing Team (e.g. bond attorney, financial advisor, etc.) for the analysis and recommendation of financing alternatives for the City Center/City Hall project;
- ✓ Preparation of informative marketing materials for rating agencies that highlight the city's competitive economic and demographic statistics (e.g. strong credit rating);
- ✓ Implementation of a finance/human resources system that utilizes current technology and provides heightened data analysis functionality and increases overall staff efficiencies;
- ✓ Process and procedure documentation program – conduct a comprehensive review of team processes, procedures, and practices;
- ✓ Expansion of the financial planning process – continue the development of a comprehensive long-term capital improvement program and multi-year budgeting, forecasting, and planning in order to more accurately predict our financial position in future years, and the impact current year decisions have on the city's long-range financial position;
- ✓ Update to Financial Management Program (e.g. Procurement Policy revisions); and
- ✓ Design and administer innovative and cost-effective benefit programs (e.g. Health Savings Accounts and enhanced Wellness Program) that meet the needs of today's diverse workforce and enhance the city's ability to attract, retain and reward employees.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE  
Five-Year Financial Summary**

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Amended Budget FY 2012	Recommended Budget FY 2013
<b>Revenue</b>	\$ 14,127	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		-100.0%	0.0%	0.0%	0.0%
<i>average-5 year percent change</i>		-25.0%			
<b>Expenditures</b>	\$ 2,512,957	\$ 2,684,236	\$ 2,754,804	\$ 3,011,909	\$ 2,951,242
<i>% Change</i>		6.8%	2.6%	9.3%	-2.0%
<i>average-5 year percent change</i>		4.2%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
	Other:								
	Rent (Suite 675 - Finance Office Bldg)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
<b>Total Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>
<b>Expenditures</b>									
(1)	Personnel Services:								
	Salary	\$ 1,447,801	\$ 1,408,418	\$ 1,464,914	\$ -	\$ 1,464,914	\$ 1,407,569	-3.9%	\$ (57,345)
	Benefits	652,061	667,372	713,995	-	713,995	686,012	-3.9%	(27,983)
	<b>subtotal</b>	<b>\$ 2,099,862</b>	<b>\$ 2,075,790</b>	<b>\$ 2,178,909</b>	<b>\$ -</b>	<b>\$ 2,178,909</b>	<b>\$ 2,093,581</b>	<b>-3.9%</b>	<b>\$ (85,328)</b>
	Maintenance and Operations:								
	Professional Development	\$ 13,619	\$ 15,894	\$ 24,734	\$ -	\$ 24,734	\$ 24,734	0.0%	\$ -
	Professional Fees	223,419	247,509	201,692	-	201,692	201,692	0.0%	-
	Equipment R & M	65	1,018	-	-	-	500	-	500
	Vehicle R & M	1,229	273	1,500	-	1,500	1,500	0.0%	-
	Building Rental	47,243	-	-	-	-	-	-	-
	Advertising	3,167	1,852	14,400	-	14,400	14,400	0.0%	-
	Printing	41,275	30,103	40,800	-	40,800	40,800	0.0%	-
	Travel	9,648	4,764	13,630	-	13,630	13,630	0.0%	-
(2)	Maintenance Contracts	14,229	11,985	23,998	-	23,998	26,998	12.5%	3,000
(3)	IT Professional Services	131,413	121,020	133,007	-	133,007	192,227	44.5%	59,220
(4)	General Supplies	44,643	47,144	87,200	-	87,200	79,747	-8.5%	(7,453)
	Utilities	8,517	10,710	14,427	-	14,427	14,677	1.7%	250
	Food/Meals	1,426	1,513	3,600	-	3,600	3,600	0.0%	-
(5)	Small Equipment	969	301	4,012	-	4,012	3,000	-25.2%	(1,012)
(6)	IT Equipment Refresh	4,192	10,535	14,500	-	14,500	680	-95.3%	(13,820)
	Non-Recurring	33,720	-	-	-	-	-	-	-
	Employee Recognition	-	-	-	-	-	-	-	-
	Wellness	5,600	174,392	127,500	-	127,500	127,500	0.0%	-
	<b>subtotal</b>	<b>\$ 584,375</b>	<b>\$ 679,013</b>	<b>\$ 705,000</b>	<b>\$ -</b>	<b>\$ 705,000</b>	<b>\$ 745,685</b>	<b>5.8%</b>	<b>\$ 40,685</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(7)	Capital/Lease:								
	Machinery & Equipment	\$ -	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ -	-100.0%	\$ (3,000)
	Capital Lease (Principal)	-	-	125,000	-	125,000	97,237	-22.2%	(27,763)
	Capital Lease (Interest)	-	-	-	-	-	14,739	100.0%	14,739
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 128,000</b>	<b>\$ -</b>	<b>\$ 128,000</b>	<b>\$ 111,976</b>	<b>-12.5%</b>	<b>\$ (16,024)</b>
	Adjustments/Reconciliation (CAFR)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>TOTAL</b>	<b>\$ 2,684,236</b>	<b>\$ 2,754,804</b>	<b>\$ 3,011,909</b>	<b>\$ -</b>	<b>\$ 3,011,909</b>	<b>\$ 2,951,242</b>	<b>-2.0%</b>	<b>\$ (60,667)</b>
	<b>Full-time Equivalent Positions</b>								
		24.0	22.5	22.5		22.5	21.5	funded	
		1.0	2.5	2.5		2.5	2.5	un-funded	
		<b>25.0</b>	<b>25.0</b>	<b>25.0</b>		<b>25.0</b>	<b>24.0</b>		

**Notes**

- (1) Variance due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; decrease in the defined benefit pension contribution; and the transfer of one (1) Records Manager position to the City Clerk's Office (contributing to the overall decrease in personnel services).
- (2) Variance is due primarily to additional funding for a replacement copier (lease) as the current copier has reached the end of its useful life.
- (3) The city is currently implementing a new Enterprise Resource Planning system which has been structured over multiple phases (years). During the implementation period, the city is funding both maintenance on the new Tyler ERP system as well as the HTE system that is being phased out. Upon completion of implementation, HTE maintenance will be discontinued resulting in a decline of approximately \$41,000 annually.
- (4) Variance is based on current year-to-date expenditure trend at time of budget preparation.
- (5) Variance due primarily to the reallocation of cell phone equipment replacement to the IT Equipment Refresh account.
- (6) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (7) Variance is primarily attributable to capital lease costs for the new ERP system coming in under budget estimates (due to more favorable financing terms).

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Administration	Support	Finance	Employee	
			Employee Expenses	Services	Administration	Expenses	Fleet Activity
			1510EE	1510SS	151010	1511EE	1511FL
Professional Development	\$ 24,734	\$ 24,734	\$ 4,046	\$ -	\$ -	\$ 4,030	\$ -
Professional Fees	201,692	201,692	-	50,000	-	-	-
Equipment R & M	-	500	-	500	-	-	-
Vehicle R & M	1,500	1,500	-	-	-	-	1,500
Advertising	14,400	14,400	-	2,750	-	-	-
Printing	40,800	40,800	-	-	5,600	-	-
Travel	13,630	13,630	2,800	-	-	1,730	-
Maintenance Contracts	23,998	26,998	-	26,998	-	-	-
IT Professional Services	133,007	192,227	-	192,227	-	-	-
General Supplies	87,200	79,747	-	-	46,447	-	-
Utilities	14,427	14,677	-	11,250	-	-	-
Food/Meals	3,600	3,600	-	-	1,000	-	-
Small Equipment	4,012	3,000	-	-	3,000	-	-
IT Equipment Refresh	14,500	680	680	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Employee Recognition	-	-	-	-	-	-	-
Wellness	127,500	127,500	-	-	-	-	-
Capital Lease (Principal)	125,000	97,237	-	97,237	-	-	-
Capital Lease (Interest)	-	14,739	-	14,739	-	-	-
Machinery & Equipment	3,000	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 833,000</b>	<b>\$ 857,661</b>	<b>\$ 7,526</b>	<b>\$ 395,701</b>	<b>\$ 56,047</b>	<b>\$ 5,760</b>	<b>\$ 1,500</b>

ACCOUNT DESCRIPTION	Support Services	Employee Wellness	Recruitment & Employment	Worker's Comp & Safety	Accounting Employee Expense	Accounting
	1511SS	151120	151142	151152	1512EE	151210
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 8,840	\$ -
Professional Fees	-	25,000	17,900	13,900	-	16,892
Equipment R & M	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-
Advertising	-	-	-	-	-	400
Printing	-	-	300	-	-	2,500
Travel	-	-	-	-	2,500	-
Maintenance Contracts	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies	-	500	250	-	-	-
Utilities	3,427	-	-	-	-	-
Food/Meals	-	2,600	-	-	-	-
Small Equipment	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-
Employee Recognition	-	-	-	-	-	-
Wellness	-	127,500	-	-	-	-
Capital Lease (Principal)						
Capital Lease (Interest)						
Machinery & Equipment	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,427</b>	<b>\$ 155,600</b>	<b>\$ 18,450</b>	<b>\$ 13,900</b>	<b>\$ 11,340</b>	<b>\$ 19,792</b>

ACCOUNT DESCRIPTION	Annual Citizens Report PAFR	External Annual Audit	CAFR Publication	Budget Employee Expense	Budgeting	Billing Employee Expenses	Billing & Collection
	151211	151212	151217	1513EE	151310	1514EE	151410
Professional Development	\$ -	\$ -	\$ -	\$ 4,673	\$ -	\$ 3,145	\$ -
Professional Fees	7,300	59,000	5,700	-	3,700	-	2,300
Equipment R & M	-	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Advertising	-	-	-	-	11,250	-	-
Printing	5,000	-	2,500	-	3,500	-	21,400
Travel	-	-	-	5,100	-	1,500	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	300	-	200	-	50	-	32,000
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Employee Recognition	-	-	-	-	-	-	-
Wellness	-	-	-	-	-	-	-
Capital Lease (Principal)							
Capital Lease (Interest)							
Machinery & Equipment	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 12,600</b>	<b>\$ 59,000</b>	<b>\$ 8,400</b>	<b>\$ 9,773</b>	<b>\$ 18,500</b>	<b>\$ 4,645</b>	<b>\$ 55,700</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

City of Alpharetta

Budget: FY 2013

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget		
Finance Admin. Employee Expenses 1510EE	100 1510 521.10 00	Professional Development	Harris Professional Development	3,000	3,000		
			CPA Certification	105	105		
			AGA Membership	30	30		
			CGFM Membership	100	100		
			GGFOA Membership	50	50		
			GFOA Membership	200	200		
			NIGP Membership	101	101		
			Wall Street Journal Subscriptions	150	150		
			AJC Newspaper	160	160		
			Atlanta Business Chronicle	100	100		
			Business Week	50	50		
			<b>subtotal</b>	<b>4,046</b>	<b>4,046</b>		
			100 1510 523.50 00	Travel	Travel Expenses	2,800	2,800
			<b>subtotal</b>	<b>2,800</b>	<b>2,800</b>		
			100 1510 531.60 01	IT Equipment Refresh	Workstation Replacement	2,800	-
		Cell Phone Equipment	-	680			
<b>subtotal</b>	<b>2,800</b>	<b>680</b>					
100 1510 531.60 00	Small Equipment		-	-			
<b>subtotal</b>	<b>-</b>	<b>-</b>					
100 1510 542.10 00	Machinery & Equipment		-	-			
<b>subtotal</b>	<b>-</b>	<b>-</b>					
<b>Total</b>				<b>9,646</b>	<b>7,526</b>		
Support Services Acct. 1510SS	100 1510 521.20 00	Professional Fees	Bank Related Fees, Vantage Card Services	50,000	50,000		
			<b>subtotal</b>	<b>50,000</b>	<b>50,000</b>		
			100 1510 522.20 10	Equipment R & M	General Repair/Maintenance (e.g. printers)	-	500
			<b>subtotal</b>	<b>-</b>	<b>500</b>		
			100 1510 523.30 00	Advertising	Advertising	2,750	2,750
			<b>subtotal</b>	<b>2,750</b>	<b>2,750</b>		
			100 1510 523.85 01	Maintenance Contracts	Coffee Service	1,030	1,030
					Pitney Bowes Mail Machine	3,300	3,300
					Water Cooler Maintenance	300	400
					Periscope Holdings License - NIGP Commodity Codes	200	200
Copier Maintenance / Folder Maintenance	3,200	6,000					
GRM / Shred-It Services	1,500	1,600					
Building Maintenance - Janitorial Contract	9,700	9,700					

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			GRM Records Management	4,768	4,768
			<b>subtotal</b>	<b>23,998</b>	<b>26,998</b>
100	1510 523.90 00	IT Prof Services	Technical Support for CISCO Network	2,389	2,712
			Telephony Communications Service and Support	10,576	15,579
			Developer License for MDM	-	7
			Workstation & Server Backup and Disaster Recovery for P	687	-
			Anti-Virus Software & Support Renewal	198	343
			City Circuit Connection to Internet - Supplement & Backup	157	165
			Data Center's Uninterruptible Power System	350	412
			Workstation Defragmentation	268	309
			Disaster Recovery Email Management - Archiving, Continu	1,164	1,167
			Citywide Microsoft Licensing	6,755	7,136
			Email Archiving - Storage & Retrieval	255	-
			GIS Mobile Field Mapping & Data Collection	2,714	3,192
			Database Management for Various City Departments	385	406
			City's Wireless Access for BlackBerrys	99	-
			Data Center Fire Suppression System	69	76
			Email Filtering Services	742	824
			Web Filtering Services	228	412
			Link Balancer	-	110
			IP Monitoring	41	69
			Network Monitoring	103	103
			Wiring Services	687	686
			Network Support Services	1,374	1,373
			CISCO Network Support	2,061	-
			Conversion of LIDAR Data to ArcGIS	108	96
			Monitoring of Various City Websites for Potential Outages	12	34
			GIS Parcel Building Software	606	605
			Telephony Support Services	2,748	275
			Intrusion Detection	-	137
			City Telephony Equipment	1,642	549
			Technical Support for Vmware Environment	240	160
			Workstation & Server Backup & Disaster Recovery for Virtu	69	-
			City Enterprise Data Management	-	1,648
			Citywide Virtual Infrastructure	378	1,799
			City Circuit Connection to Internet	1,628	2,636
			Employee Self Service	130	103
			ManageEngine Password Manager Pro	171	172
			AD Audit	-	124
			Remote Application & Database Access	169	184

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			Finance Document Management	5,620	5,620
			Mobile Data Management	-	80
			Adobe Software Licenses	200	-
			Task Scheduling	299	300
			Check Posting	2,250	2,250
			Support for IBM AS400 Equipment	3,300	8,230
			Finance Accounting & Budgeting Management & Human R	68,324	41,000
			Fleet Management SunGard	11,324	-
			Fleet Management Collective Data	-	6,574
			Long Distance	467	185
			Cell Phones	1,563	1,920
			Data Cards	457	465
			Tyler Maintenance	-	82,000
			<b>subtotal</b>	<b>133,007</b>	<b>192,227</b>
	100 1510 531.20 00	Utilities	Electric Service	7,000	7,250
			Garbage Service	1,000	1,000
			Gas Service	2,500	2,500
			Fulton City - Water Service	500	500
			<b>subtotal</b>	<b>11,000</b>	<b>11,250</b>
	100 1510 531.60 00	Small Equipment	Printer Replacement/Repair	412	
			Cell Phone Equipment	600	
			<b>subtotal</b>	<b>1,012</b>	<b>-</b>
	100 1510 581.20 01	Capital Lease Principal	Tyler ERP Solution	125,000	97,237
			<b>subtotal</b>	<b>125,000</b>	<b>97,237</b>
	100 1510 582.20 01	Capital Lease Interest	Tyler ERP Solution	-	14,739
			<b>subtotal</b>	<b>-</b>	<b>14,739</b>
		<b>Total</b>		<b>346,767</b>	<b>395,701</b>
Finance Administration 151010	100 1510 523.40 00	Printing	Envelopes/Forms/Stock	4,800	4,800
			Purchase Orders	800	800
			<b>subtotal</b>	<b>5,600</b>	<b>5,600</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1510 531.10 00	General Supplies	Pitney Bowes - Mailing Supplies	300	300
			Pitney Bowes - Postage Billing	18,000	18,000
			Postage Allocation	6,500	6,500
			Digital Media - Toner	3,500	3,500
			Data Flow - 1099 Forms & Envelopes	400	400
			Data Flow - W-2 Forms & Envelopes	400	400
			General Office Supplies	24,000	16,547
			Copier Usage - City Hall	100	100
			UPS & Fed Ex	700	700
			<b>subtotal</b>	<b>53,900</b>	<b>46,447</b>
	100 1510 531.30 00	Food/Meals	Pension Board Meetings Food	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
	100 1510 531.60 00	Small Equipment	Misc. Small Equipment	3,000	3,000
			<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
	100 1510 531.60 01	IT Equipment Refresh		-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
	100 1510 542.10 00	Machinery & Equipment		-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
		<b>Total</b>		<b>63,500</b>	<b>56,047</b>
<b>Employee Expenses 1511EE</b>	100 1510 521.10 00	Professional Development	Brundage Professional Development	600	600
			Brundage Association Membership Fees	730	730
			Busby Professional Development	1,000	1,000
			Busby Association Membership Fees	400	400
			Nelson Professional Development	1,200	1,200
			Publications & Subscriptions	100	100
			<b>subtotal</b>	<b>4,030</b>	<b>4,030</b>
	100 1510 523.50 00	Travel	Brundage Travel Expenses	500	500
			Brundage Local Mileage	30	30
			Busby Travel Expenses	700	700
			Nelson Travel Expenses	500	500
			<b>subtotal</b>	<b>1,730</b>	<b>1,730</b>
	100 1510 531.60 01	IT Equipment Refresh	Dell Workstation Replacements Betty-Ann, Derek & Veroni	-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
		<b>Total</b>		<b>5,760</b>	<b>5,760</b>
<b>Fleet Activity 1511FL</b>	100 1510 522.20 20	Vehicle R & M	Fuel	500	500
			Vehicle Maintenance - Standard	1,000	1,000
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
		<b>Total</b>		<b>1,500</b>	<b>1,500</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget		
<b>Support Services Acct. 1511SS</b> 1/2 of the HR Utilities	100 1510 531.20 00	Utilities	Electric Service	3,000	3,000		
			Garbage Service	103	103		
			Gas Service	288	288		
			Fulton Cty - Water Service	36	36		
			<b>subtotal</b>	<b>3,427</b>	<b>3,427</b>		
		<b>Total</b>		<b>3,427</b>	<b>3,427</b>		
<b>Wellness 151120</b>	100 1510 521.20 00	Professional Fees	Families First	10,000	10,000		
			Caduceus Occupational Medicine - Health Fair	15,000	15,000		
			<b>subtotal</b>	<b>25,000</b>	<b>25,000</b>		
			100 1510 531.10 00	General Supplies	Various Vendors - Health Fair	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>		
100 1510 531.30 00	Food/Meals	Various Vendors - Lunch & Learn	1,000	1,000			
		Creative Catering - Health Fair	1,600	1,600			
		<b>subtotal</b>	<b>2,600</b>	<b>2,600</b>			
100 1510 532.44 00	Wellness	Caduceus Occupational Medicine - Flu Shots	7,500	7,500			
		CHN Wellness Initiatives	120,000	120,000			
		<b>subtotal</b>	<b>127,500</b>	<b>127,500</b>			
		<b>Total</b>		<b>155,600</b>	<b>155,600</b>		
<b>Recruitment &amp; Employment 151142</b>	100 1510 521.20 00	Professional Fees	TALX -Unemployment Services	400	400		
			Fisher & Phillips	15,000	15,000		
			Weeks Retirement Solutions	2,500	2,500		
			<b>subtotal</b>	<b>17,900</b>	<b>17,900</b>		
			100 1510 523.40 00	Printing	Envelopes/Forms/Stock	300	300
		<b>subtotal</b>	<b>300</b>	<b>300</b>			
100 1510 531.10 00	General Supplies	Postage	200	200			
		General Supplies	50	50			
		<b>subtotal</b>	<b>250</b>	<b>250</b>			
		<b>Total</b>		<b>18,450</b>	<b>18,450</b>		
<b>Workers Comp and Safety Activities 151152</b>	100 1510 521.20 00	Professional Fees	Caduceus Occupational - Drug Tests/HEP Vaccines	5,000	5,000		
			Stone & Associates - Fitness for Duty Exams	3,500	3,500		
			North Fulton After Hours Drug Screens	600	600		
			Safety, Signage, DFWP, DDC 6 Training	3,800	3,800		
			3 E MSDS Emergency Response Service	1,000	1,000		
		<b>subtotal</b>	<b>13,900</b>	<b>13,900</b>			
		<b>Total</b>		<b>13,900</b>	<b>13,900</b>		

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget		
Finance Accounting Employee Expenses 1512EE	100 1510 521.10 00	Professional Development	Accounting Professional Development	-	-		
			Burdette Professional Development	-	-		
			AICPA	100	100		
			GSCPA	195	195		
			GFOA	150	150		
			GGFOA	50	50		
			GA State Board of Accountancy	50	50		
			CPE (maintain CPA certificate)	1,000	1,000		
			Hunt Professional Development	600	600		
			American Payroll Association	200	200		
			National Conference	1,500	1,500		
			Tax Resources	300	300		
			Sejour Professional Development	-	-		
			GFOA Membership	195	195		
			Moore Professional Development	-	-		
			Carl Vincent Certification	1,000	1,000		
			Arnold Professional Development	-	-		
			Accounts Payable Membership	700	700		
			Association Membership Fees	1,800	1,800		
			Excel/Word Classes & Educational Materials	1,000	1,000		
		<b>subtotal</b>	<b>8,840</b>	<b>8,840</b>			
	100 1510 523.50 00	Travel	Accounting Travel Expenses	2,500	2,500		
			<b>subtotal</b>	<b>2,500</b>	<b>2,500</b>		
	100 1510 531.60 01	IT Equipment Refresh	Workstation Replacements - Lauri, Ralph, Grant	5,850	-		
			<b>subtotal</b>	<b>5,850</b>	-		
	100 1510 542.10 00	Machinery & Equipment		-	-		
			<b>subtotal</b>	-	-		
		<b>Total</b>		<b>17,190</b>	<b>11,340</b>		
Accounting 151210	100 1510 521.20 00	Professional Fees	Bank Wire Fees	8,892	8,892		
			Software User Training	8,000	8,000		
			<b>subtotal</b>	<b>16,892</b>	<b>16,892</b>		
			100 1510 523.30 00	Advertising	Advertising for Auction	400	400
				<b>subtotal</b>	<b>400</b>	<b>400</b>	
			100 1510 523.40 00	Printing	Check Stock - Checks & Deposit Slips	2,500	2,500
				<b>subtotal</b>	<b>2,500</b>	<b>2,500</b>	
100 1510 542.10 00	Machinery & Equipment	Software Applications/Upgrades/Programming	3,000	-			
		<b>subtotal</b>	<b>3,000</b>	-			
		<b>Total</b>		<b>22,792</b>	<b>19,792</b>		

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
Annual Citizen's Report 151211 PAFR	100 1510 521.20 00	Professional Fees	Application Fee for GFOA	300	300
			Graphic Design for PAFR	4,000	4,000
			Photography Services	3,000	3,000
			<b>subtotal</b>	<b>7,300</b>	<b>7,300</b>
	100 1510 523.40 00	Printing	Printing of PAFR Copies	5,000	5,000
			<b>subtotal</b>	<b>5,000</b>	<b>5,000</b>
	100 1510 531.10 00	General Supplies	Postage	300	300
<b>subtotal</b>			<b>300</b>	<b>300</b>	
<b>Total</b>				<b>12,600</b>	<b>12,600</b>
Annual External Audit	100 1510 521.20 00	Professional Fees	Mauldin & Jenkins	59,000	59,000
			<b>subtotal</b>	<b>59,000</b>	<b>59,000</b>
			<b>Total</b>	<b>59,000</b>	<b>59,000</b>
CAFR Publication 151217	100 1510 521.20 00	Professional Fees	Application Fee for GFOA	600	600
			Graphic Design for CAFR	5,100	5,100
			<b>subtotal</b>	<b>5,700</b>	<b>5,700</b>
	100 1510 523.40 00	Printing	Printing of Cover, Tabs & Document	2,500	2,500
			<b>subtotal</b>	<b>2,500</b>	<b>2,500</b>
	100 1510 531.10 00	General Supplies	Mailing of Documents	200	200
			<b>subtotal</b>	<b>200</b>	<b>200</b>
<b>Total</b>				<b>8,400</b>	<b>8,400</b>
Budget Employee Expenses 1513EE	100 1510 521.10 00	Professional Development	Budget Professional Development	1,000	1,000
			Association Membership Fees	-	-
			Educational Materials	-	-
			Mitchell Professional Development	-	-
			IMA Membership	300	300
			GFOA Membership	200	200
			GGFOA Membership	50	50
			NIGP	-	-
			Shipp Professional Development	-	-
			NIGP Membership	101	101
			GA Chapter NIGP	30	30
			CVIQG Elective for CE (15 credits req)	350	350
			NIGP Certification Classes	600	600
			Westbrook Professional Development	-	-
			NIGP Membership	101	101
			NIGP Class for CPPB Certification	575	575
			GNIGP Membership	30	30
NIGP Webinar (2/yr)	150	150			
CPPB Prep Class	360	360			
UPPCC Test Fee for CPPB	200	200			

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			CVIOG Elective for CE (15 credits req)	350	350
			Tuition Reimbursement	-	-
			Williams Professional Development	-	-
			NIGP Membership	101	101
			Kornegay Professional Development	-	-
			ARMA Renewal	175	175
			<b>subtotal</b>	<b>4,673</b>	<b>4,673</b>
	100 1510 523.50 00	Travel	GFOA Budget Seminar Travel Expenses	2,100	2,100
			Mitchell Travel Expenses	1,500	1,500
			Shipp Travel Expenses	500	500
			Westbrook Travel Expenses	500	500
			Cochran Travel Expenses	500	500
			Payroll Summary	-	-
			<b>subtotal</b>	<b>5,100</b>	<b>5,100</b>
	100 1510 531.60 01	IT Equipment Refresh	Workstation Replacements	4,450	-
			<b>subtotal</b>	<b>4,450</b>	<b>-</b>
			<b>Total</b>	<b>14,223</b>	<b>9,773</b>
<b>Budgeting 151310</b>	100 1510 521.20 00	Professional Fees	Accounting Advisors - Dashboard Upgrades	2,500	2,500
			GFOA Distinguished Budget Award	500	500
			Excellence Award for Purchasing	700	700
			<b>subtotal</b>	<b>3,700</b>	<b>3,700</b>
	100 1510 523.30 00	Advertising	Advertising Annual Budget Adoption & Mileage Rate	750	750
			Mid-Year Budget Adoption Advertising	500	500
			Legal Advertisements	10,000	10,000
			<b>subtotal</b>	<b>11,250</b>	<b>11,250</b>
	100 1510 523.40 00	Printing	Annual Operating Budget & Capital Budget	3,500	3,500
			<b>subtotal</b>	<b>3,500</b>	<b>3,500</b>
	100 1510 531.10 00	General Supplies	General Office Supplies	50	50
			<b>subtotal</b>	<b>50</b>	<b>50</b>
			<b>Total</b>	<b>18,500</b>	<b>18,500</b>
<b>Billing Employee Expenses 1514EE</b>	100 1510 521.10 00	Professional Development	Billing Professional Development	-	-
			Sills Professional Development	1,200	1,200
			Sills AFP Memberships	400	400
			Glover CVIOG Elective for CE (15 credits req)	350	350
			Bulau AFP Membership	395	395
			Bulau CTP Exam	300	300
			Associations/Memberships/Subscriptions	250	250
			Educational Materials	250	250
			<b>subtotal</b>	<b>3,145</b>	<b>3,145</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1510 523.50 00	Travel	Billing Travel Expenses	1,500	1,500
			Sills Travel Expenses	-	-
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
	100 1510 531.60 01	IT Equipment Refresh	Workstation Replacements	1,400	-
			<b>subtotal</b>	<b>1,400</b>	<b>-</b>
		<b>Total</b>		<b>6,045</b>	<b>4,645</b>
<b>Billing &amp; Collection 151410</b>	100 1510 521.20 00	Professional Fees	FIFA's Fulton County	1,000	1,000
			Phil Calvery Design of Tax Brochure	700	700
			Sungard Fulton Cty Updates	600	600
			<b>subtotal</b>	<b>2,300</b>	<b>2,300</b>
	100 1510 523.40 00	Printing	Data Media - Tax, False Alarms & Business Licenses	15,000	15,000
			Alpharetta Quality Printing - Business Lic Envelopes	400	400
			Printing of Tax Guide & Letters	5,500	5,500
			Color Vision - Business License Flyers	500	500
			<b>subtotal</b>	<b>21,400</b>	<b>21,400</b>
	100 1510 531.10 00	General Supplies	Data Media - Postage for Tax, False Alarm & Bus Lic	32,000	32,000
			Alpharetta Quality Printing		
			<b>subtotal</b>	<b>32,000</b>	<b>32,000</b>
		<b>Total</b>		<b>55,700</b>	<b>55,700</b>
		<b>Total Budget for Finance</b>		<b>833,000</b>	<b>857,661</b>

# **PERFORMANCE MEASUREMENTS**

<b>Finance Admin Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of New GAAP/GASB financial requirements implemented	2	2	1	1	1	1
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	\$1,235,237	\$357,262	\$60,416	\$15,508	\$30,000	\$30,000
<b>Personnel Assigned:</b>	<b>Finance Admin 3.0 FTE</b>	<b>Finance Admin 3.0 FTE</b>	<b>Finance Admin 3.0 FTE</b>		<b>Finance Admin 3.0 FTE</b>	<b>Finance Admin 3.0 FTE</b>
	Director of Finance	Director of Finance	Director of Finance		Director of Finance	Director of Finance
	Controller*	Controller*	Controller*		Controller*	Controller *
	Admin. Assist. II	Office Manager	Office Manager		Office Manager	Office Manager
	<b>Risk Mgmt 1.0 FTE</b>	<b>Risk Mgmt 1.0 FTE</b>	<b>Risk Mgmt 1.0 FTE</b>		<b>Risk Mgmt 1.0 FTE</b>	<b>Risk Mgmt 1.0 FTE</b>
	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator		Safety/Risk Administrator	Safety/Risk Administrator
<b>Total Personnel Assigned Finance Administration:</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>		<b>4.0 FTE</b>	<b>4.0 FTE</b>

\* The Controller position is not funded in the Budget.

<b>Accounting, Budget, Procurement Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Audited CAFR to be published within 180 days of fiscal year end	12/28/2008	12/6/2010	12/16/2011	N/A	11/15/2012	11/15/2013
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	N/A	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	N/A	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	N/A	Yes	Yes
Percentage of departments within appropriated salary & benefit budget	100%	100%	100%	100%	100%	100%
Percentage of departments within appropriated maintenance & operating budget	100%	100%	100%	100%	100%	100%
% of Budgeted employees participating in direct deposit	93%	96%	96%	96%	96%	96%
Average # of vendor responses to Bids/Requests for Proposals	5	8	7	7	5	5
	<b>Accounting Services 8 FTE</b>	<b>Accounting Services 8 FTE</b>	<b>Accounting Services 8 FTE</b>		<b>Accounting Services 8 FTE</b>	<b>Accounting Services 8 FTE</b>
	Accounting & Op. Mgr	Accounting & Op. Mgr	Accounting & Op. Mgr		Accounting & Op. Mgr	Accounting & Op. Mgr
	Chief Accountant	Chief Accountant	Chief Accountant		Chief Accountant	Chief Accountant
	Accountant (4)*	Accountant (4)*	Accountant (4)*		Accountant (4)*	Accountant (4) *
	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator		Payroll Coordinator	Payroll Coordinator
	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician		Accounts Payable Technician	Accounts Payable Technician
	<b>Budget/Procurement 4 FTE</b>	<b>Budget/Procurement 5 FTE</b>	<b>Budget/Procurement 5 FTE</b>		<b>Budget/Procurement 5 FTE</b>	<b>Budget/Procurement 4 FTE**</b>
	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.		Budget & Procurement Mgr.	Budget & Procurement Mgr.
	Sr. Budget & Procurement Analyst (2)	Sr. Budget & Procurement Analyst (2)	Sr. Budget & Procurement Analyst (2)		Sr. Budget & Procurement Analyst (2)	Sr. Budget & Procurement Analyst (2)
	Budget & Procurement Analyst	Budget & Procurement Analyst	Budget & Procurement Analyst		Budget & Procurement Analyst	Budget & Procurement Analyst
		Records Manager	Records Manager		Records Manager	
<b>Total Personnel Assigned Internal Services:</b>	<b>12.0 FTE</b>	<b>13.0 FTE</b>	<b>13.0 FTE</b>		<b>13.0 FTE</b>	<b>13.0 FTE</b>

\* Includes 0.5 FTE (part-time Accountant position) not funded in the Budget.

\*\* Records Manager position was reorganized from the Finance Department to the City Clerk's Office during FY 2012.

<b>Financial Services Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
% of bills generated on time	99%	99%	99%	99%	99%	99%
% of bills collected on time	95%	95%	95%	95%	95%	95%
# of Real estate tax bills generated	18,205	19,121	19,227	19,208	19,420	19,200
# of Personal property tax bills	2,347	2,832	2,817	2,638	2,845	2,600
# of Liens processed	302	391	263	0	354	300
# of Sanitation customers	13,780	14,020	14,552	14,677	14,708	14,600
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%	<10%
<b>Personnel Assigned:</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>
Financial Services Manager	Financial Services Manager	Financial Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager
Tax Billing Coord	Tax Billing Coord	Tax Billing Coord	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator
Customer Service Coord	Customer Service Coord	Customer Service Coord	Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator
Treasury/ Deposit Project Coord.	Treasury/ Deposit Project Coord.	Treasury/ Deposit Project Coord.	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator
Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*	Accounts Rec/ Collections Rep.*
Financial Services Rep	Financial Services Rep	Financial Services Rep	Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative

\* The Accounts Rec./Collections Rep. position is not funded in FY 2012 Budget.

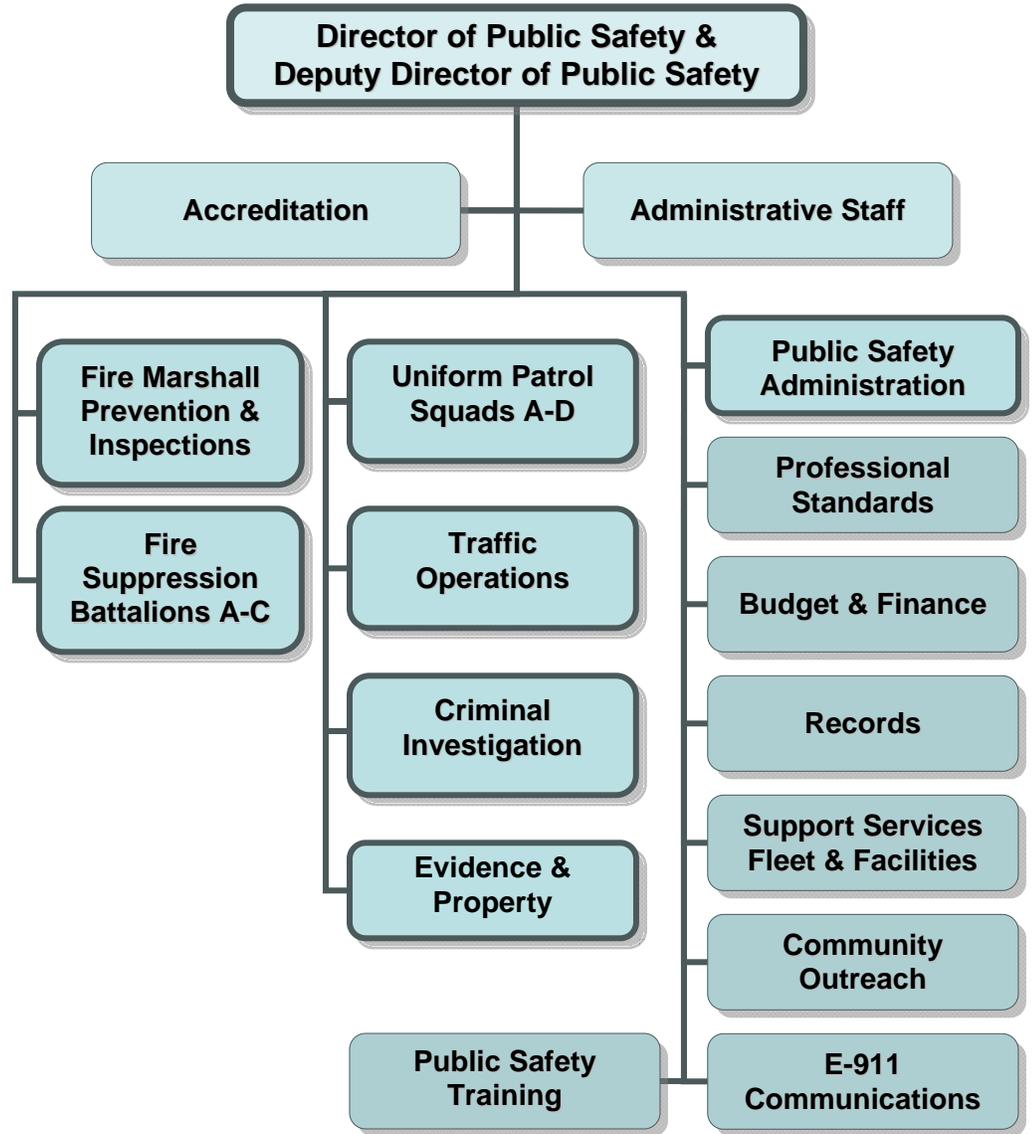
<b>Benefits &amp; Compensation Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Annual City Paygrade review conducted	9/1/2008	11/1/2009			9/1/2011	
% of Employees enrolled in group insurance	93%	93%			95%	
% of Employees enrolled in deferred compensation	72%	78%			85%	
<b>Personnel Assigned:</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>		<b>2.0 FTE</b>	<b>2.0 FTE</b>
	Benefits Manager	Benefits Manager	Benefits Manager		Benefits Manager	Benefits Manager
	HRIS/Comp Administrator	HRIS/Comp Administrator	HRIS/Comp Administrator		HRIS/Comp Administrator	HRIS/Comp Administrator



# Public Safety



**Gary George**  
Director of Public Safety



# **Public Safety**

*Administration, Police, Fire, and Emergency 911*

## **Mission Statement**

*Public Safety:* Expand joint efforts between Police and Fire, particularly in the area of training, emergency management, and community outreach.

*Police Services* strives to ensure the highest quality of life for its citizens through developing and maintaining partnerships with the community. We take pride in the fact that all contacts with the public are professional and at all times personify the highest levels of honor, integrity, ethics and justice, entrusted to us by those we are sworn to serve.

*Fire and Emergency Services* is a proactive, customer oriented emergency services provider. Our objective is to provide the best possible fire and emergency medical services. Our goal is to maximize the saving of lives, minimize the loss of property and avoid loss whenever possible through prevention and education.

## **Goals and Objectives**

### *Police Services*

- ✓ Traffic Safety - Identify and address traffic concerns through engineering, education, and enforcement. Build the effectiveness of specialty teams including DUI enforcement, bicycle and commercial vehicle inspection;
- ✓ Crime Prevention - Reach out to the community through the Police Athletic League (PAL), Police And Citizens Together (PACT), and Business Watch programs, building partnerships and mitigating problems through education and enforcement;
- ✓ Uniform Patrol - Increase visible presence in the community with an emphasis on residential neighborhoods; and
- ✓ Criminal Investigation - Maintain a case clearance rate above national averages through strong local investigative efforts and appropriate partnerships with other federal, state and local law enforcement agencies.

### Fire Services

- ✓ To maintain a minimum on duty staffing level of not less than 25 firefighters at all times;
- ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level;
- ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter;
- ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time;
- ✓ Place a minimum of 15 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time;
- ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time;
- ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City; and
- ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 3,644,690	\$ 3,663,897	\$ 3,547,997	\$ 3,471,852	\$ 3,753,252
<i>% Change</i>		0.5%	-3.2%	-2.1%	8.1%
<i>average 5 year percent change</i>		0.8%			
<b>Expenditure</b>	\$ 21,360,612	\$ 21,698,836	\$ 22,141,258	\$ 22,868,011	\$ 23,258,680
<i>% Change</i>		1.6%	2.0%	3.3%	1.7%
<i>average 5 year percent change</i>		2.2%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
BUDGET REQUEST BY ACCOUNT**

		<i>Amended FY 2012 to FY 2013</i>							
Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
Licenses & Permits:									
(1)	Alcohol Beverage	\$ -	\$ -	\$ -	-	\$ -	\$ 425,000	100.0%	\$ 425,000
(1)	Alcohol Bev Adv Fee	-	-	-	-	-	5,000	100.0%	5,000
	Precious Metal Permits	-	-	-	-	-	-	-	-
(1)	Penalty	-	-	-	-	-	2,000	100.0%	2,000
	Interest	-	-	-	-	-	-	-	-
	Fire Permit	4,413	10,586	5,000	-	5,000	\$ 5,000	0.0%	-
Intergovernmental:									
	City of Milton (Public Safety)	59,695	56,234	76,252	-	76,252	76,252	0.0%	-
Charges for Services									
	Reports	45,085	51,955	40,000	-	40,000	40,000	0.0%	-
	Services	60,614	154,784.62	100,000	-	100,000	100,000	0.0%	-
	False Alarms	15,357	19,841.31	10,000	-	10,000	10,000	0.0%	-
	Registration	11,491	14,554.33	10,000	-	10,000	10,000	0.0%	-
	Penalty	693	1,247.50	-	-	-	-	-	-
	Interest	312	471.10	-	-	-	-	-	-
	Plan Review	53,347	68,510	30,000	-	30,000	30,000	0.0%	-
	Inspection Fees	12,000	10,790	5,000	-	5,000	5,000	0.0%	-
Fines & Forfeitures:									
(2)	Municipal Court Fines	3,011,998	2,715,193.18	2,750,000	-	2,750,000	2,600,000	-5.5%	(150,000)
	Red Light Cameras	347,178	394,591.97	425,000	-	425,000	425,000	0.0%	-
	Evidence	1,400	788.45	-	-	-	-	-	-
Contributions from Private Sources:									
	Private Sources	-	-	-	-	-	-	-	-
	Private Sources	758	-	-	-	-	-	-	-
	Private Sources	1,520	500	500	100	600	-	-100.0%	(600)
Other:									
	Reimb voluntary EJ	38,035	47,950.03	20,000	-	20,000	20,000	0.0%	-
<b>Total Revenue</b>		<b>\$ 3,663,897</b>	<b>\$ 3,547,997</b>	<b>\$ 3,471,752</b>	<b>\$ 100</b>	<b>\$ 3,471,852</b>	<b>\$ 3,753,252</b>	<b>8.1%</b>	<b>\$ 281,400</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
BUDGET REQUEST BY ACCOUNT**

		<i>Amended FY 2012 to FY 2013</i>							
Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Expenditures</b>									
(3)	Personnel Services:								
	Salary	\$ 12,674,474	\$ 12,552,971	\$ 13,156,713	\$ -	\$ 13,156,713	\$ 13,093,245	-0.5%	\$ (63,468)
	Benefits	5,847,485	5,990,530	6,403,623	-	6,403,623	6,626,998	3.5%	223,375
	<b>subtotal</b>	<b>\$ 18,521,959</b>	<b>\$ 18,543,501</b>	<b>\$ 19,560,336</b>	<b>\$ -</b>	<b>\$ 19,560,336</b>	<b>\$ 19,720,243</b>	<b>0.8%</b>	<b>\$ 159,907</b>
Maintenance and Operations:									
	Professional Development	\$ 51,316	\$ 104,021	\$ 58,716	\$ -	\$ 58,716	\$ 53,216	-9.4%	\$ (5,500)
	Professional Fees	196,074	295,327	306,311	-	306,311	295,551	-3.5%	(10,760)
	Equipment R & M	44,452	46,930	41,814	-	41,814	43,814	4.8%	2,000
(4)	Vehicle R & M	704,672	815,890	730,000	-	730,000	932,150	27.7%	202,150
	Grounds R & M	1,681	-	-	-	-	-	-	-
	Facility R & M	7,570	6,795	5,000	-	5,000	5,000	0.0%	-
	Rental Equipment	-	-	-	-	-	-	-	-
	Rental Land/Buildings	-	-	-	-	-	-	-	-
	Communications	-	-	-	-	-	-	-	-
	Advertising	2,581	294	5,000	-	5,000	5,000	0.0%	-
	Printing	12,263	11,443	10,750	-	10,750	10,750	0.0%	-
(5)	Travel	40,740	39,198	36,500	-	36,500	50,500	38.4%	14,000
	Maintenance Contracts	598,809	650,284	625,474	12,000	637,474	633,881	-0.6%	(3,593)
(6)	IT Professional Services	421,027	453,726	442,104	-	442,104	499,178	12.9%	57,074
	General Supplies	197,604	189,144	190,993	100	191,093	190,993	-0.1%	(100)
	Uniforms	197,362	121,822	180,975	-	180,975	189,887	4.9%	8,912
(7)	Utilities	203,770	212,389	213,450	-	213,450	232,260	8.8%	18,810
	Food/Meals	2,079	3,679	4,750	-	4,750	4,750	0.0%	-
(8)	Small Equipment	25,336	30,587	51,633	-	51,633	34,117	-33.9%	(17,516)
(9)	IT Equipment Refresh	84,650	79,198	108,600	-	108,600	21,570	-80.1%	(87,030)
	Non-Recurring	15,707	22,399	-	700	700	3,000	328.6%	2,300
	<b>subtotal</b>	<b>\$ 2,807,693</b>	<b>\$ 3,083,127</b>	<b>\$ 3,012,070</b>	<b>\$ 12,800</b>	<b>\$ 3,024,870</b>	<b>\$ 3,205,617</b>	<b>6.0%</b>	<b>\$ 180,747</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
BUDGET REQUEST BY ACCOUNT**

		<i>Amended FY 2012 to FY 2013</i>							
Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Capital/Lease:								
	Machinery	\$ -	\$ -	\$ 17,000	\$ (12,000)	\$ 5,000	\$ -	-100.0%	\$ (5,000)
(10)	Capital Lease Principal	285,329	443,323	225,533	-	225,533	268,662	19.1%	43,129
(10)	Capital Lease Interest	83,856	71,308	52,272	-	52,272	64,158	22.7%	11,886
	<b>subtotal</b>	<b>\$ 369,184</b>	<b>\$ 514,630</b>	<b>\$ 294,805</b>	<b>\$ (12,000)</b>	<b>\$ 282,805</b>	<b>\$ 332,820</b>	<b>17.7%</b>	<b>\$ 50,015</b>
	<b>Total</b>	<b>\$ 21,698,836</b>	<b>\$ 22,141,258</b>	<b>\$ 22,867,211</b>	<b>\$ 800</b>	<b>\$ 22,868,011</b>	<b>\$ 23,258,680</b>	<b>1.7%</b>	<b>\$ 390,669</b>

<b>Full-time Equivalent Positions</b>	217.5	217.5	216.5	216.5	216.5	funded
	0.5	0.5	0.5	0.5	0.5	un-funded
	<b>218.0</b>	<b>218.0</b>	<b>217.0</b>	<b>217.0</b>	<b>217.0</b>	

- Notes**
- (1) Management (and the corresponding revenue collection) of the Alcohol Beverage licensing program has been reorganized from the City Clerk's Office to the Public Safety Department for FY 2013.
  - (2) Variance based on year-to-date revenue collection trends. The decline is due to multiple factors including reductions in the number of citations and an increase in the number of offenders providing community service in lieu of paying fines due to economic hardship/inability to pay.
  - (3) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance costs, and a decrease in the defined benefit pension contribution.
  - (4) Variance due primarily to increases in vehicle repair/maintenance (based on historical/year-to-date expenditure trends), rising fuel costs, and budget not keeping pace with actual expenditure trend.
  - (5) Variance due primarily to additional funding for command college (specific) and training in general.
  - (6) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.), additional funding for cell phone and data card service, and a revised allocation methodology for VOIP costs.
  - (7) Variance is based on current year-to-date expenditures and the GA Power rate increase that occurred on January 1, 2012. An additional rate increase is scheduled for January 1, 2013.
  - (8) Variance due primarily to the reallocation of cell phone equipment replacement to the IT Equipment Refresh account.
  - (9) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
  - (10) Increase due primarily to operational initiative funding totaling \$60,000 to fund a lease payment for the replacement of the Air & Light/Rehab Truck.

# **REVENUE SUMMARY BY ACCOUNT**

# City of Alpharetta

Budget: FY 2013  
 Statement: Revenue Summary by Account

Project #/Title	Account Number			Title	FY 2012 Amended Budget	FY 2013 Recommended Budget
100	3110	371.00	00	Private Sources	\$ -	\$ -
100	3110	371.99	00	Contra Revenue - Donations	-	-
100	3210	321.10	00	Bus Lic - Alcohol Beverage	-	425,000
100	3210	321.10	10	Bus Lic - Alcohol Bev Adv Fee	-	5,000
100	3210	321.29	00	Precious Metal Permits	-	-
100	3210	324.10	00	Bus Lic - Alcohol - Penalty	-	2,000
100	3210	324.40	00	Bus Lic - Alcohol - Interest	-	-
100	3210	337.05	10	City of Milton PS	76,252	76,252
100	3210	342.10	10	Reports	40,000	40,000
100	3210	342.10	20	Services	100,000	100,000
100	3210	342.10	30	Agreement - Milton City PS	-	-
100	3210	342.13	00	False Alarm Fines	10,000	10,000
100	3210	342.13	20	Registration	10,000	10,000
100	3210	342.22	00	Alcohol Fines - PAL Program	-	-
100	3210	342.90	10	Penalty	-	-
100	3210	342.90	20	Interest	-	-
100	3210	351.17	00	Court - Municipal	2,750,000	2,600,000
100	3210	351.20	00	Red-Light Cameras	425,000	425,000
100	3210	351.36	01	Evidence	-	-
100	3210	371.00	00	Private Sources	-	-
100	3210	371.99	00	Contra Revenue - Donations	-	-
100	3210	389.01	00	Reimb Voluntary EJ	20,000	20,000
100	3510	322.05	00	Fire Permit	5,000	5,000
100	3510	342.20	10	Plan Review	30,000	30,000
100	3510	342.20	20	Inspection Fees	5,000	5,000
100	3510	371.00	00	Private Sources	600	-
100	3510	371.99	00	Contra Revenue - Donations	-	-
<b>Total</b>					<b>\$ 3,471,852</b>	<b>\$ 3,753,252</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

### City of Alpharetta

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Amended Project Budget	FY 2013 Project Budget Request	PS Admin Emp Exp	PS General Office	PS Support Services	Crime Prevention	Professional Standards
			3110EE	3110GO	3110SS	3110CP	3110PS
Professional Development	\$ 58,716	\$ 53,216	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Professional Fees	306,311	295,551	-	67,500	144,950	-	4,011
Equipment R & M	41,814	43,814	-	1,200	8,564	-	-
Vehicle R & M	730,000	932,150	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	5,000	5,000	-	-	5,000	-	-
Rental Equipment	-	-	-	-	-	-	-
Rental Land/Buildings	-	-	-	-	-	-	-
Communications	-	-	-	-	-	-	-
Advertising	5,000	5,000	-	-	5,000	-	-
Travel	36,500	50,500	15,000	-	-	-	-
Printing	10,750	10,750	-	8,500	-	-	-
Maintenance Contracts	637,474	633,881	-	-	78,168	-	-
IT Professional Services	442,104	499,178	-	-	499,178	-	-
General Supplies	191,093	190,993	-	47,244	-	4,000	-
Uniforms	180,975	189,887	-	-	-	-	-
Utilities	213,450	232,260	-	-	115,000	-	-
Food/Meals	4,750	4,750	-	1,500	-	2,500	500
Small Equipment	51,633	34,117	-	5,000	-	-	-
IT Equipment Refresh	108,600	21,570	-	-	21,570	-	-
Non-Recurring	700	3,000	-	3,000	-	-	-
Machinery	5,000	-	-	-	-	-	-
Capital Lease Principal	225,533	268,662	-	-	-	-	-
Capital Least Interest	52,272	64,158	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,307,675</b>	<b>\$ 3,538,437</b>	<b>\$ 27,000</b>	<b>\$ 133,944</b>	<b>\$ 877,430</b>	<b>\$ 6,500</b>	<b>\$ 4,511</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Public Safety Training</b>	<b>Police Emp Exp</b>	<b>Police Fleet</b>	<b>Fire Emp Exp</b>	<b>Fire Fleet</b>	<b>Criminal Inv Operations</b>	<b>Uniform Patrol Operations</b>
	<b>3110TR</b>	<b>3132EE</b>	<b>3132FL</b>	<b>3150EE</b>	<b>3150FL</b>	<b>322111</b>	<b>322311</b>
Professional Development	\$ 26,066	\$ -	\$ -	\$ 1,000	\$ -	\$ 4,850	\$ -
Professional Fees	8,000	-	-	-	-	14,890	5,600
Equipment R & M	-	-	-	-	21,300	2,500	2,000
Vehicle R & M	-	-	692,150	-	240,000	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Rental Land/Buildings	-	-	-	-	-	-	-
Communications	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Travel	27,000	-	-	2,000	-	3,000	-
Printing	2,000	-	-	-	-	-	-
Maintenance Contracts	127,000	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	-	1,000	-	4,000	1,500	56,616
Uniforms	-	112,000	-	57,087	-	-	-
Utilities	-	-	-	-	-	2,260	-
Food/Meals	-	-	-	-	-	250	-
Small Equipment	500	-	5,000	-	-	250	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-	-
Capital Least Interest	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 190,566</b>	<b>\$ 112,000</b>	<b>\$ 698,150</b>	<b>\$ 60,087</b>	<b>\$ 265,300</b>	<b>\$ 29,500</b>	<b>\$ 64,216</b>

<b>ACCOUNT DESCRIPTION</b>	<b>SWAT</b>	<b>Traffic Control Operations</b>	<b>St 1 Facility</b>	<b>Fire Reservists/ Volunteer</b>	<b>Emergency Medical Svcs</b>	<b>Special Events Team</b>	<b>Incident Response</b>
	<b>3223TT</b>	<b>323011</b>	<b>3520S1</b>	<b>352010</b>	<b>352011</b>	<b>352012</b>	<b>352015</b>
Professional Development	\$ 4,300	\$ 1,000	\$ -	\$ 2,000	\$ -	\$ -	\$ -
Professional Fees	-	20,000	-	-	24,900	-	-
Equipment R & M	1,000	4,750	-	-	-	1,000	1,500
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Rental Land/Buildings	-	-	-	-	-	-	-
Communications	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Travel	2,000	-	-	-	-	-	-
Printing	-	-	-	-	-	-	250
Maintenance Contracts	-	425,000	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	500	4,000	7,000	2,500	35,000	1,000	14,000
Uniforms	2,500	2,400	-	13,900	-	2,000	-
Utilities	-	-	115,000	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	1,000	-	1,000	-	2,000	1,000	15,000
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-	-
Capital Least Interest	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 11,300</b>	<b>\$ 457,150</b>	<b>\$ 123,000</b>	<b>\$ 18,400</b>	<b>\$ 61,900</b>	<b>\$ 5,000</b>	<b>\$ 30,750</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Building Inspections</b>	<b>Fire Investigation</b>	<b>Fire Prevention Education</b>	<b>PS Fire Apparatus</b>	<b>Communications</b>
	<b>353010</b>	<b>353012</b>	<b>353014</b>	<b>083102</b>	<b>380012</b>
Professional Development	\$ 2,000	\$ -	\$ -	\$ -	\$ -
Professional Fees	-	1,700	-	-	4,000
Equipment R & M	-	-	-	-	-
Vehicle R & M	-	-	-	-	-
Grounds R & M	-	-	-	-	-
Facility R & M	-	-	-	-	-
Rental Equipment	-	-	-	-	-
Rental Land/Buildings	-	-	-	-	-
Communications	-	-	-	-	-
Advertising	-	-	-	-	-
Travel	1,500	-	-	-	-
Printing	-	-	-	-	-
Maintenance Contracts	-	-	-	-	3,713
IT Professional Services	-	-	-	-	-
General Supplies	3,633	1,000	8,000	-	-
Uniforms	-	-	-	-	-
Utilities	-	-	-	-	-
Food/Meals	-	-	-	-	-
Small Equipment	1,367	-	-	-	2,000
IT Equipment Refresh	-	-	-	-	-
Non-Recurring	-	-	-	-	-
Machinery	-	-	-	-	-
Capital Lease Principal	-	-	-	268,662	-
Capital Least Interest	-	-	-	64,158	-
<b>TOTAL</b>	<b>\$ 8,500</b>	<b>\$ 2,700</b>	<b>\$ 8,000</b>	<b>\$ 332,820</b>	<b>\$ 9,713</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

City of Alpharetta

Budget: FY 2013  
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
PS Admin Employee Expenses	100 3110 521.10 00	Professional Development	PROFESSIONAL DEVELOPMENT	12,000	12,000
			<i>subtotal</i>	<b>12,000</b>	<b>12,000</b>
	100 3110 523.50 00	Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	15,000	15,000
			<i>subtotal</i>	<b>15,000</b>	<b>15,000</b>
<b>Total</b>				<b>\$ 27,000</b>	<b>\$ 27,000</b>
General Office Administration 3110GO	100 3110 521.20 00	Professional Fees	CALEA ANNUAL CONTINUATION CONTRACT - ACCREDITATION	4,500	4,500
			CALEA ON-SITE ASSESSMENT	8,500	-
			STATE CERTIFICATION	300	300
			DRY CLEANING (FOR RE-ISSUED UNIFORMS)	200	200
			IACP NET YEARLY FEES	1,500	1,500
			GBI/FINGERPRINTING CHECKS	60,000	60,000
			MISC PROFESSIONAL FEES	1,000	1,000
			<i>subtotal</i>	<b>76,000</b>	<b>67,500</b>
	100 3110 522.20 10	Equipment R & M	EQUIPMENT R & M	1,200	1,200
			<i>subtotal</i>	<b>1,200</b>	<b>1,200</b>
	100 3110 523.40 00	Printing	CITATIONS, FORMS, DOCUMENTS	5,000	5,000
			BUSINESS CARDS	3,000	3,000
			MISC. PRINTING	500	500
			<i>subtotal</i>	<b>8,500</b>	<b>8,500</b>
	100 3110 531.10 00	General Supplies	BATTERIES	1,260	1,260
		POSTAGE	6,300	6,300	
		GENERAL OFFICE SUPPLIES	25,000	25,000	
		CELL PHONES & ACCESSORIES	1,680	1,680	
		TONER CARTRIDGES	7,500	7,500	
		CULLIGAN	504	504	
		EVIDENCE SUPPLIES	2,000	2,000	
		JANITORIAL SUPPLIES	3,000	3,000	
		<i>subtotal</i>	<b>47,244</b>	<b>47,244</b>	
100 3110 531.30 00	Food/Meals	MISC MEALS	1,500	1,500	
		<i>subtotal</i>	<b>1,500</b>	<b>1,500</b>	
100 3110 531.60 00	Small Equipment	SMALL EQUIPMENT	5,000	5,000	
		<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>	
100 3110 532.40 00	Non-Recurring	GIFT CARDS	-	3,000	
		<i>subtotal</i>	<b>-</b>	<b>3,000</b>	
<b>Total</b>				<b>\$ 139,444</b>	<b>\$ 133,944</b>
Support Services Activities 3110SS	100 3110 521.20 00	Professional Fees	BANK FEES	1,500	1,500
			GA DEPT OF LABOR (ELEVATOR INSPECTIONS) (From Contracts)	2,700	2,700
			SHREDDING SVCS	750	750
			EMS VENTURES/EM AMBULANCE SVC	140,000	140,000
			<i>subtotal</i>	<b>144,950</b>	<b>144,950</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
100	3110 522.20 10	Equipment R & M	OFFICE EQUIPMENT (COPIERS, FAXES)	2,000	4,000
			DORTEK/PACE	3,000	3,000
			GYM EQUIPMENT	460	460
			BEST ACCESS SYSTEM (KEY SYSTEM)	1,104	1,104
			<b>subtotal</b>	<b>6,564</b>	<b>8,564</b>
100	3110 522.20 50	Facility R & M	MISC FACILITY REPAIR AND MAINTENANCE	5,000	5,000
			<b>subtotal</b>	<b>5,000</b>	<b>5,000</b>
100	3110 523.30 00	Advertising	BID ADVERTISING	4,000	4,000
			RECRUITMENT ADVERTISING	1,000	1,000
			<b>subtotal</b>	<b>5,000</b>	<b>5,000</b>
100	3110 523.85 01	Maintenance Contracts	COFFEE SERVICE-Standard	6,000	8,500
			COPIER MAINTENANCE & CONSUMABLES (2 MACHINES)	4,500	10,350
			ELEVATOR	2,300	4,500
			EVIDENCE TRACKER SOFTWARE	800	800
			GRM RECORD STORAGE	2,543	8,500
			INNOVATIVE DATA SOLUTIONS	4,200	4,200
			JANITORIAL CONTRACT - POLICE HEADQUARTERS	39,758	39,758
			LEGACY (FIRE ALARM MONITORING)	530	530
			WATER COOLER/STANDGUARD	1,030	1,030
			<b>subtotal</b>	<b>61,661</b>	<b>78,168</b>
100	3110 523.90 00	IT Professional Services	CISCO NETWORK TECHNICAL SUPPORT	17,186	19,524
			DEVELOPER LICENSE FOR MDM	-	49
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	4,943	-
			ANTI-VIRUS SOFTWARE MAINTENANCE/RENEWAL	1,427	2,471
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT &	1,127	1,186
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE	2,515	2,966
			WORKSTATION DEFRAGMENTOR SOFTWARE	1,926	2,224
			DISASTER RECOVERY EMAIL MGMT SOFTWARE	8,375	8,403
			CITYWIDE MICROSOFT LICENSING	48,604	51,382
			EMAIL ARCHIVING SOFTWARE MAINTENANCE/RENEWAL	1,833	-
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE	19,525	22,984
			DATABASE MANAGEMENT SOFTWARE	2,770	2,926
			BLACKBERRY SERVER MAINTENANCE/RENEWAL	711	-
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	494	544
			EMAIL FILTERING SERVICES	5,338	5,931
			WEB FILTERING SERVICES	1,643	2,966
			LINK BALANCER	-	791
			IP MONITORING SOFTWARE MAINTENANCE/RENEWAL	296	494
			NETWORK MONITORING SOFTWARE MAINTENANCE/RENEWAL	739	741
			TELEPHONE WIRING SERVICES	4,943	4,943
			NETWORK CONSULTING SERVICES	9,886	9,886
			CISCO NETWORK SUPPORT SERVICES	14,829	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	780	692
			WEBSITE OUTAGE MONITORING SERVICE	84	247
			GIS PARCEL BUILDING SOFTWARE	4,357	4,357
			TELEPHONY SUPPORT SERVICES	19,772	1,977

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			INTRUSION DETECTION	-	989
			PHONE EQUIPMENT MAINTENANCE & SUPPORT	11,816	3,954
			VMWARE ENVIRONMENT TECHNICAL SUPPORT	1,730	1,154
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	494	-
			CITY ENTERPRISE DATA MANAGEMENT	-	11,863
			VIRTUAL SERVER LICENSING & SUPPORT	2,719	12,950
			EMPLOYEE SELF SERVICE SOFTWARE	932	741
			ENTERPRISE LICENSING FOR PASSWORD MANAGEMENT	1,233	1,236
			CITY INTERNET CIRCUIT CONNECTION	11,715	18,980
			MANAGE ENGINE PASSWORD MANAGER PRO	-	1,236
			AD AUDIT	-	890
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	7,866	8,584
			ASSET MANAGEMENT SOFTWARE MAINTENANCE & SUPPORT	538	663
			FIRE & EMS RECORDS MANAGEMENT SOFTWARE	9,130	9,880
			OPTICAL ETHERNET INTERNET ACCESS (SURFCONTROL)	15,000	-
			DSL CONNECTIVITY	1,507	-
			MOBILE DATA MANAGEMENT	-	1,820
			GCIC CONNECTION SOFTWARE MAINTENANCE & SUPPORT	1,200	1,320
			AUTOMATIC LICENSE PLATE READER SOFTWARE (RENEWAL)	1,138	-
			COMMANDER SIREN - WEATHER ALERT SOFTWARE	-	840
			DIGITAL PALM SCANNER MAINTENANCE & SUPPORT	4,625	3,500
			DIGITAL IN-CAR VIDEO SYSTEM MAINTENANCE & SUPPORT	3,152	4,550
			LAW ENFORCEMENT TRAINING TRACKING SOFTWARE	50	50
			REMOTE ACCESS TO WINDOWS APPLICATIONS SOFTWARE	900	415
			LAW ENFORCEMENT VIDEO MONITORING, RECORDING,	1,200	1,400
			LAW ENFORCEMENT DOCUMENT ACCESSING VIA VIDEO	3,284	3,284
			VOICE/DATA CIRCUIT SERVICE	72,644	112,165
			LONG DISTANCE SERVICE	1,052	1,335
			CELL PHONE SERVICE	49,683	63,145
			DATA CARD SERVICE	64,393	84,550
			<b>subtotal</b>	<b>442,104</b>	<b>499,178</b>
100	3110	531.20 00	Utilities		
			ELECTRIC SERVICE	60,000	80,900
			GARBAGE SERVICE	3,300	5,000
			WATER SERVICE	18,000	18,000
			GAS SERVICE	12,800	11,100
			<b>subtotal</b>	<b>94,100</b>	<b>115,000</b>
100	3110	531.60 00	Small Equipment		
			PRINTER REPAIR	2,966	-
			CELL PHONE EQUIPMENT	13,950	-
			DATA CARD EQUIPMENT	600	-
			<b>subtotal</b>	<b>17,516</b>	<b>-</b>
100	3110	531.60 01	IT Equipment Refresh		
			WORKSTATION REPLACEMENTS	108,600	-
			SERVERS & SERVER MAINTENANCE EXTENSIONS	-	-
			PRINTER REPAIR	-	-
			PRINTER REPLACEMENTS	-	-
			CELL PHONE EQUIPMENT	-	21,570

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			<i>subtotal</i>	<b>108,600</b>	<b>21,570</b>
	100	3110 542.10 00 Machinery & Equipment	COPIERS/PRINTERS (1 replacement; 1 new addition)	12,000	-
			<i>subtotal</i>	<b>12,000</b>	<b>-</b>
		<b>Total</b>		<b>\$ 897,495</b>	<b>\$ 877,430</b>
<b>Crime Prevention 3110CP</b>	100	3110 531.10 00 General Supplies	EDUCATIONAL MATERIALS	4,000	4,000
			<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
	100	3110 531.30 00 Food/Meals	CITIZENS ACADEMY, NEIGHBORHOOD MEETINGS, NATIONAL NIGHT OUT	1,500	1,500
			OPEN HOUSE	1,000	1,000
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
		<b>Total</b>		<b>\$ 6,500</b>	<b>\$ 6,500</b>
<b>Office of Professional Standards 3110PS</b>	100	3110 521.20 00 Professional Fees	TESTING/LAW ENFORCEMENT EXAMS	2,000	2,000
			BACKGROUND CHECKS	1,011	1,011
			OTHER INVESTIGATIVE FEES	1,000	1,000
			<i>subtotal</i>	<b>4,011</b>	<b>4,011</b>
	100	3110 531.30 00 Food/Meals	INTERVIEW PANELS	500	500
			<i>subtotal</i>	<b>500</b>	<b>500</b>
		<b>Total</b>		<b>\$ 4,511</b>	<b>\$ 4,511</b>
<b>Public Safety Training 3110TR</b>	100	3110 521.10 00 Professional Development	TRAINING	28,566	19,066
			COMMAND COLLEGE	-	7,000
			<i>subtotal</i>	<b>28,566</b>	<b>26,066</b>
	100	3110 521.20 00 Professional Fees		8,000	8,000
			<i>subtotal</i>	<b>8,000</b>	<b>8,000</b>
	100	3110 523.40 00 Printing		2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100	3110 523.50 00 Travel	TRAINING-RELATED	10,000	20,000
			COMMAND COLLEGE		7,000
			<i>subtotal</i>	<b>10,000</b>	<b>27,000</b>
	100	3110 523.85 01 Maintenance Contracts	RAPSTC FEE & OTHER	112,000	112,000
			GUN RANGE FEE	15,000	15,000
			<i>subtotal</i>	<b>127,000</b>	<b>127,000</b>
	100	3110 531.60 00 Small Equipment	SMALL EQUIPMENT	500	500
			<i>subtotal</i>	<b>500</b>	<b>500</b>
		<b>Total</b>		<b>\$ 176,066</b>	<b>\$ 190,566</b>
<b>Police Employee Expenses 3132EE</b>	100	3110 521.10 00 Professional Development	COMMAND COLLEGE - MECHLER	3,000	-
			<i>subtotal</i>	<b>3,000</b>	<b>-</b>
	100	3110 523.50 00 Travel	TRAINING - RELATED TRAVEL - MECHLER	3,000	-
			<i>subtotal</i>	<b>3,000</b>	<b>-</b>
	100	3110 531.17 00 Uniforms	UNIFORMS & DUTY GEAR	91,088	100,000
			CLOTHING ALLOWANCE	12,000	12,000
			<i>subtotal</i>	<b>103,088</b>	<b>112,000</b>
		<b>Total</b>		<b>\$ 109,088</b>	<b>\$ 112,000</b>
<b>Police Fleet Expenses 3132FL</b>	100	3110 522.20 20 Vehicle R & M	FUEL - FULTON COUNTY FUEL DEPOT	400,000	517,000
			R&M	135,000	175,150
			<i>subtotal</i>	<b>535,000</b>	<b>692,150</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 3110 531.10 00	General Supplies	GENERAL SUPPLIES, MAP BOOKS, EMERGENCY FUEL	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 3110 531.60 00	Small Equipment	SMALL EQUIPMENT	5,000	5,000
			<i>subtotal</i>	<b>5,000</b>	<b>5,000</b>
		<b>Total</b>		<b>\$ 541,000</b>	<b>\$ 698,150</b>
<b>Fire Employee Expenses 3150EE</b>	100 3110 521.10 00	Professional Development	FDIC CONF	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 3110 523.50 00	Travel	TRAVEL EXPENSES (COMMAND COLLEGE)	2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100 3110 531.17 00	Uniforms	TURNOUT GEAR STATION UNIFORMS FOOTWEAR REIMBURSEMENTS	12,000 33,087 12,000	12,000 33,087 12,000
			<i>subtotal</i>	<b>57,087</b>	<b>57,087</b>
		<b>Total</b>		<b>\$ 60,087</b>	<b>\$ 60,087</b>
<b>Fire Fleet Expenses 3150FL</b>	100 3110 522.20 10	Equipment R & M	EQUIPMENT REPAIR & MAINTENANCE	21,300	21,300
			<i>subtotal</i>	<b>21,300</b>	<b>21,300</b>
	100 3110 522.20 20	Vehicle R & M	FUEL - FULTON COUNTY FUEL DEPOT R&M	115,000 80,000	140,000 100,000
			<i>subtotal</i>	<b>195,000</b>	<b>240,000</b>
	100 3110 531.10 00	General Supplies	GENERAL SUPPLIES, MAP BOOKS, EMERGENCY FUEL	4,000	4,000
			<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
		<b>Total</b>		<b>\$ 220,300</b>	<b>\$ 265,300</b>
<b>Criminal Investigations Operations 322111</b>	100 3210 521.10 00	Professional Development	TRAINING	4,850	4,850
			<i>subtotal</i>	<b>4,850</b>	<b>4,850</b>
	100 3210 521.20 00	Professional Fees	CHOICEPOINT LEADS ONLINE OTHER SUBSCRIPTIONS & SERVICES INVESTIGATION EXPENSES	2,400 7,000 1,000 6,750	2,400 7,000 1,000 4,490
			<i>subtotal</i>	<b>17,150</b>	<b>14,890</b>
	100 3210 522.20 10	Equipment R & M	EVIDENCE EQUIPMENT R&M	2,500	2,500
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
	100 3210 523.50 00	Travel	TRAINING - RELATED TRAVEL	3,000	3,000
			<i>subtotal</i>	<b>3,000</b>	<b>3,000</b>
	100 3210 531.10 00	General Supplies	SUPPLIES	1,500	1,500
			<i>subtotal</i>	<b>1,500</b>	<b>1,500</b>
	100 3210 531.20 00	Utilities	CABLE/SATELLITE SERVICE INTERNET SERVICE FOR INVESTIGATIONS	- -	960 1,300
			<i>subtotal</i>	<b>-</b>	<b>2,260</b>
	100 3210 531.30 00	Food/Meals	INTELLIGENCE MEETING	250	250
			<i>subtotal</i>	<b>250</b>	<b>250</b>
	100 3210 531.60 00	Small Equipment	SMALL EQUIPMENT	250	250
			<i>subtotal</i>	<b>250</b>	<b>250</b>
		<b>Total</b>		<b>\$ 29,500</b>	<b>\$ 29,500</b>
<b>Uniform Patrol Operations 322311</b>	100 3210 521.20 00	Professional Fees	VETERINARIAN CARE K-9 CERTIFICATION	4,000 1,600	4,000 1,600
			<i>subtotal</i>	<b>5,600</b>	<b>5,600</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 3210 522.20 10	Equipment R & M	WEAPON R & M	2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100 3210 531.10 00	General Supplies	DOG FOOD	8,000	8,000
			K-9 SUPPLIES	1,500	1,500
			AMMUNITION, ALL TYPES	46,116	46,116
			CODE BOOKS & MANUALS	1,000	1,000
			<i>subtotal</i>	<b>56,616</b>	<b>56,616</b>
			<b>Total</b>	<b>\$ 64,216</b>	<b>\$ 64,216</b>
<b>SWAT 3223TT</b>	100 3210 521.10 00	Professional Development	SWAT MEMBERSHIPS	430	430
			TRAINING	3,870	3,870
			<i>subtotal</i>	<b>4,300</b>	<b>4,300</b>
	100 3210 522.20 10	Equipment R & M	SWAT COMMUNICATION GEAR	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 3210 523.50 00	Travel	TRAINING RELATED TRAVEL	2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100 3210 531.10 00	General Supplies	BATTERIES	500	500
			<i>subtotal</i>	<b>500</b>	<b>500</b>
	100 3210 531.17 00	Uniforms	UNIFORMS	2,500	2,500
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
	100 3210 531.60 00	Small Equipment	SMALL EQUIPMENT	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
			<b>Total</b>	<b>\$ 11,300</b>	<b>\$ 11,300</b>
<b>Traffic Control Operations 323011</b>	100 3210 521.10 00	Professional Development	TRAINING	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100 3210 521.20 00	Professional Fees	LASER & RADAR RECERTIFICATION	2,800	2,800
			GA DEPT OF REVENUE (RED LIGHT CITATIONS)	17,200	17,200
			<i>subtotal</i>	<b>20,000</b>	<b>20,000</b>
	100 3210 522.20 10	Equipment R & M	RADARS & LASERS	2,000	2,000
			ALCO SENSORS	500	500
			INTOXILYZERS	500	500
			PTT INSTALLATIONS	250	250
			BICYCLE REPAIR	1,500	1,500
			<i>subtotal</i>	<b>4,750</b>	<b>4,750</b>
	100 3210 523.85 01	Maintenance Contracts	RED LIGHT CAMERA LEASE	425,000	425,000
			<i>subtotal</i>	<b>425,000</b>	<b>425,000</b>
	100 3210 531.17 00	Uniforms	BIKE PATROL UNIFORMS & DUTY GEAR	2,000	2,000
			CROSSING GUARDS UNIFORMS	400	400
			<i>subtotal</i>	<b>2,400</b>	<b>2,400</b>
	100 3210 531.10 00	General Supplies	ALCO GAS FOR CALIBRATION	290	290
			ALCO SENSOR MOUTH PIECES	870	870
			INTOX 500 SUPPLIES	870	870
			CUSTOM LASER BATTERIES	812	812
			ACCIDENT RECONSTRUCTION SUPPLIES	579	579
			SPECIAL EVENT SUPPLIES/CHECKPOINT SUPPLIES	579	579
			<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
			<b>Total</b>	<b>\$ 457,150</b>	<b>\$ 457,150</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
Station 1 Facility 3520S1	100	3510 523.85 01	Maintenance Contracts LAWN MAINTENANCE	8,100	-
			<i>subtotal</i>	<b>8,100</b>	<b>-</b>
	100	3510 531.10 00	General Supplies GENERAL CLEANING SUPPLIES	7,000	7,000
			<i>subtotal</i>	<b>7,000</b>	<b>7,000</b>
	100	3510 531.20 00	Utilities ELECTRIC SERVICE GARBAGE SERVICE GAS SERVICE WATER SERVICE CABLE SERVICE	74,000 4,500 34,000 6,200 650	74,000 4,500 26,500 9,000 1,000
			<i>subtotal</i>	<b>119,350</b>	<b>115,000</b>
	100	3510 531.60 00	Small Equipment SMALL EQUIPMENT	1,000	1,000
		<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>	
		<b>Total</b>	<b>\$ 135,450</b>	<b>\$ 123,000</b>	
Fire Reservists/Volunteer 352010	100	3510 521.10 00	Professional Development VOLUNTEER TRAINING	2,000	2,000
			<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100	3510 531.10 00	General Supplies CERT TIER 2 SUPPLIES	2,500	2,500
			<i>subtotal</i>	<b>2,500</b>	<b>2,500</b>
100	3510 531.17 00	Uniforms VOLUNTEER UNIFORMS/TURNOUT GEAR TURN OUT GEAR	3,000 10,900	3,000 10,900	
		<i>subtotal</i>	<b>13,900</b>	<b>13,900</b>	
		<b>Total</b>	<b>\$ 18,400</b>	<b>\$ 18,400</b>	
Emergency Medical Services 352011	100	3510 521.20 00	Professional Fees BIO HAZARD WASTE DISPOSAL MEDICAL DIRECTOR STIPEND	5,000 19,900	5,000 19,900
			<i>subtotal</i>	<b>24,900</b>	<b>24,900</b>
	100	3510 531.10 00	General Supplies MEDICAL SUPPLIES	35,000	35,000
			<i>subtotal</i>	<b>35,000</b>	<b>35,000</b>
100	3510 531.60 00	Small Equipment SMALL EQUIPMENT	2,000	2,000	
		<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>	
		<b>Total</b>	<b>\$ 61,900</b>	<b>\$ 61,900</b>	
Special Events Team 352012	100	3510 522.20 10	Equipment R & M VARIOUS EQUIPMENT REPAIRS	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
	100	3510 531.10 00	General Supplies GENERAL OPERATIONAL SUPPLIES	1,000	1,000
			<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
100	3510 531.17 00	Uniforms UNIFORMS	2,000	2,000	
		<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>	
100	3510 531.60 00	Small Equipment SMALL EQUIPMENT BICYCLE EQUIPMENT	500 500	500 500	
		<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>	
		<b>Total</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	
Incident Response 352015	100	3510 522.20 10	Equipment R & M EQUIPMENT REPAIR & MAINTENANCE	1,500	1,500
			<i>subtotal</i>	<b>1,500</b>	<b>1,500</b>
	100	3510 523.40 00	Printing VARIOUS PRINTING	250	250
		<i>subtotal</i>	<b>250</b>	<b>250</b>	
100	3510 531.10 00	General Supplies FIREFIGHTER REHAB SUPPLIES GENERAL FIREFIGHTING SUPPLIES	4,000 10,000	4,000 10,000	
		<i>subtotal</i>	<b>14,000</b>	<b>14,000</b>	

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100	3510	531.60 00	Small Equipment	SMALL EQUIPMENT	15,000	15,000
					<i>subtotal</i>	<b>15,000</b>	<b>15,000</b>
	100	3510	542.10 00	Machinery & Equipment	MACHINERY & EQUIPMENT	5,000	-
					<i>subtotal</i>	<b>5,000</b>	<b>-</b>
				<b>Total</b>		<b>\$ 35,750</b>	<b>\$ 30,750</b>
<b>Building Inspections 353010</b>	100	3510	521.10 00	Professional Development	INSPECTION, INVESTIGATION, PREVENTION	2,000	2,000
					<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
	100	3510	523.50 00	Travel	TRAINING-RELATED TRAVEL	1,500	1,500
					<i>subtotal</i>	<b>1,500</b>	<b>1,500</b>
	100	3510	531.10 00	General Supplies	CODE BOOKS, OFFICE SUPPLIES	3,633	3,633
					<i>subtotal</i>	<b>3,633</b>	<b>3,633</b>
	100	3510	531.60 00	Small Equipment	SMALL EQUIPMENT	1,367	1,367
					<i>subtotal</i>	<b>1,367</b>	<b>1,367</b>
				<b>Total</b>		<b>\$ 8,500</b>	<b>\$ 8,500</b>
<b>Fire Investigations 353012</b>	100	3510	521.20 00	Professional Fees	ASSOCIATION FEES EVIDENCE TESTING	200 1,500	200 1,500
					<i>subtotal</i>	<b>1,700</b>	<b>1,700</b>
	100	3510	531.10 00	General Supplies	PHOTO, EVIDENCE COLLECTION	1,000	1,000
					<i>subtotal</i>	<b>1,000</b>	<b>1,000</b>
				<b>Total</b>		<b>\$ 2,700</b>	<b>\$ 2,700</b>
<b>Fire Prevention 353014</b>	100	3510	531.10 00	General Supplies	EDUCATIONAL MATERIALS	8,000	8,000
					<i>subtotal</i>	<b>8,000</b>	<b>8,000</b>
				<b>Total</b>		<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>PS Fire Apparatus 083102</b>	100	3110	581.20 00	Capital Lease Principal	APPARATUS LEASES	225,533	268,662
					<i>subtotal</i>	<b>225,533</b>	<b>268,662</b>
	100	3110	582.20 00	Capital Lease Interest	APPARATUS LEASE	52,272	64,158
					<i>subtotal</i>	<b>52,272</b>	<b>64,158</b>
				<b>Total</b>		<b>\$ 277,805</b>	<b>\$ 332,820</b>
<b>COMMUNICATIONS 380012</b>	100	3110	521.2 00	Professional Fees	GTA Fees (GCIC connection)	4,000	4,000
					<i>subtotal</i>	<b>4,000</b>	<b>4,000</b>
	100	3110	523.85 01	Maintenance Contracts	JANITORIAL CONTRACT	3,713	3,713
					<i>subtotal</i>	<b>3,713</b>	<b>3,713</b>
	100	3110	531.60 00	Small Equipment	HAM RADIO SUPPLIES	2,000	2,000
					<i>subtotal</i>	<b>2,000</b>	<b>2,000</b>
				<b>Total</b>		<b>\$ 9,713</b>	<b>\$ 9,713</b>
				<b>Grand Total</b>		<b>\$ 3,306,875</b>	<b>\$ 3,538,437</b>

# **PERFORMANCE MEASUREMENTS**

# Public Safety Department

## Performance Measures

	Actual 2009	Actual 2010	Actual 2011	ICMA/ Department Target	Results	YTD (Feb.) 2012	ICMA/ Department Target
<b>Uniform Crime Reports - Part 1</b>							
Reported							
No.	1,829	1,637	1,762	N/A	N/A	1,274	N/A
No. reported per 1,000 population	35.17	31.28	30.64	39.29	A	22.16	39.29
Arrests							
No. (total)	476	397.00	503.00	N/A	N/A	302	N/A
% arrested of Part 1 Crimes	26.03%	24.25%	34.24%	N/A	N/A	36.60%	N/A
No. (juvenile only)	68	127	166	N/A	N/A	78	N/A
% juvenile arrests per total UCR Part 1 arrests	14.29%	31.99%	19.00%	20.02%	A	17.88%	20.02%
No. arrests per 1,000 population	9.15	7.59	8.75	9.72	A	5.25	9.72
No. arrests per sworn FTE	4.58	3.82	4.79	5.16	A	2.88	5.16
Assigned							
No.	846	563	491	N/A	N/A	442	N/A
% assigned	43.34%	34.39%	24.25%	N/A	N/A	34.69%	N/A
Cleared							
No.	557	561	384	N/A	N/A	239	N/A
% assigned	65.84%	34.27%	78.20%	N/A	N/A	54.07%	N/A
No. cleared per sworn FTE	5.36	5.39	3.66	N/A	N/A	2.28	N/A
<b>Uniform Crime Reports - Part 2</b>							
No. drug arrests	285	155	230	N/A	N/A	134	N/A
No. drug arrests per 1,000 population	5.48	2.96	4.00	5.88	A	2.33	5.88
No. juvenile drug arrests	24	10	25	N/A	N/A	0	N/A
% juvenile drug arrests	8.42%	6.45%	10.87%	13.00%	A	0.00%	13.00%
<b>Arrests - General</b>							
No. total arrests	913	1,331	1,469	N/A	N/A	825	N/A
No. total arrests per 1,000 population	17.56	25.43	25.55	68.52	A	14.35	68.52
No. DUI arrests	335	356	439	N/A	N/A	253	N/A
No. DUI arrests per 1,000 population	6.44	6.80	7.63	6.96	A	4.40	6.96
<b>Traffic Accidents</b>							
No. fatal traffic accidents	5	1	3	N/A	N/A	1	N/A
No. fatal traffic accidents per 1,000 population	0.01	0.01	0.05	N/A	N/A	0.02	N/A
<b>911 Calls</b>							
No. incoming calls	7,500	42,559	42,026	N/A	N/A	24,444	N/A
Avg. ring time in seconds	0.89	5.17	0.75	5.00	A+	0.60	5.00

Alpharetta is a member of ICMA's (International City/County Management Association) performance measurement consortium which tracks data from various service units (e.g. police, fire, etc.) and allows for the comparison and exchange of data with other local governments within the consortium as well as nationwide. Many of the Targets included above represent ICMA averages.

LEGEND	
A	= met or exceeded target
B	= within 15% of target
C	= missed target by more than 15%

## Public Safety Department Performance Measures

	Actual 2009	Actual 2010	Actual 2011	ICMA/ Department Target	Results	YTD (Feb.) 2012	ICMA/ Department Target
<b>FTEs</b>							
No. Fire FTE per 1,000 population	1.85	1.85	1.68	< 2.51	A	1.65	< 2.51
<b>Fires</b>							
<b>Residential</b>							
No. structure fires	17	22	59	N/A	N/A	16	N/A
Structure fires per 1,000 structures	0.81	1.05	2.57	< 3.06	A	0.69	< 3.06
Structure fires per 1,000 population	0.32	0.42	1.02	< 1	A	0.28	< 1
1&2 family structure fires	7	15	23		N/A	12	
1&2 family structure fires contained to room of origin	4	8	20		N/A	11	
1&2 family fires contained per total 1&2 family fires	57.14%	53.33%	86.96%	> 62%	A	91.67%	> 62%
<b>Commercial/Industrial</b>							
No. structure fires	1	2	16		N/A	2	
Structure fires per 1,000 Comm./Ind. structures	0.56	1.11	8.87	< 6.48	A	1.10	< 6.48
<b>Non-Structure</b>							
No. non-structure fires	48	85	96		N/A	49	
No. non-structure fires per 1,000 population	0.92	1.62	1.67	< 2.23	A	0.85	< 2.23
<b>Totals</b>							
Total fire incidents	133	109	171		N/A	67	
Total fire incidents per 1,000 population	2.54	2.08	2.97	< 3.66	A	1.16	< 3.66
<b>Response Time</b>							
Fire Total Customer Time in minutes	6.40	6.46	6.18	7	A	6.01	7
<b>Non-Fires</b>							
No. non-fire incidents	4,171	4,271	3,955		N/A	2,289	
No. non-fire incidents per 1,000 population	79.70	81.48	68.66	< 80.21	C	39.63	< 80.21
<b>False Alarms</b>							
No. false alarms & good intent calls	1,465	1,756	1,284		N/A	728	
False alarms & good intent calls per total calls	25.00%	28.62%	23.73%	> 18.02%	A	23.61%	> 18.02%
<b>Arson</b>							
No. residential arson incidents	0	1	1	1	N/A	0	1
No. residential arson incidents per 10,000 population	0.00	0.19	0.17	< 0.82	A	0.00	< 0.82
Total arson incidents	0	2	2		N/A	0	
Total arson incidents per 10,000 population	0.00	0.38	0.35	< 1.33	A	0.00	< 1.33
Total arson cases cleared	N/A	1	0		N/A	0	
Arson case clearance rate	N/A	50.00%	0.00%	> 52.83%	B	N/A	> 52.83%
<b>Rescue/Recovery</b>							
No. rescue/recovery incidents	73	69	71		N/A	46	
No. rescue/recovery incidents per 10,000 population	13.95	13.18	12.33	< 4.20	C	7.96	< 4.20
<b>EMS</b>							
No. EMS responses	2,960	3,289	3,061		N/A	1,796	
No. EMS responses per 1,000 population	56.56	62.84	53.14	< 87.00	A	31.09	< 87.00
No. patients with cardiac arrest/defib.	25	15	0		N/A		
<b>Hazmat</b>							
No. Hazmat incidents	50	57	48		N/A	25	
No. Hazmat incidents per 10,000 population	9.55	10.89	8.33	< 13.32	A	4.33	< 13.32

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### LEGEND

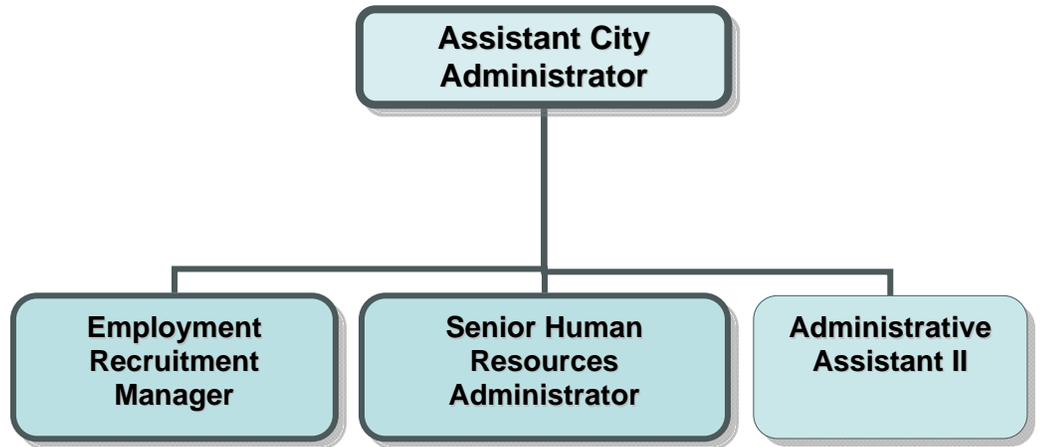
- A = met or exceeded target
- B = within 15% of target
- C = missed target by more than 15%



# Human Resources



**James Drinkard**  
Assistant  
City Administrator



Assistant City Administrator (acting HR Director) is funded within the City Administration budget.

# **Human Resources**

*Administration, Employee Recruitment and Retention*

## **Mission Statement**

It is the mission of the Human Resources Team to recruit, retain, and develop an efficient, creative, and professional workforce capable of meeting the current and future needs and expectations of the City of Alpharetta and the citizens and customers whom we exist to serve.

## **Synopsis**

To successfully carryout our core mission, the Human Resources Team shall:

- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal;
- ✓ Act as a catalyst enabling all employees to contribute at optimum levels towards the success of the community and the City of Alpharetta;
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity and equality while maintaining compliance with employment and labor laws, organizational directives, and the vision and values of the City of Alpharetta;
- ✓ Consult with senior management and supervisory personnel on human resources matters regarding staffing, organizational effectiveness, training and development, motivation and discipline, compliance, and related matters; and
- ✓ Work in support of the Benefits Team (Finance Department) to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

## **Goals and Objectives**

The core goals of the Human Resources Department are:

- ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City;

- ✓ Develop and deliver effective training programs to all employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization;
- ✓ Identify and develop internal talent;
- ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations, and anticipate fiscal needs and impacts;
- ✓ Improve operational efficiency and reduce costs by elevating the overall health of our employees; and
- ✓ Elevate and maintain morale by improving communications with employees and fostering an information rich environment.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
HUMAN RESOURCES  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>Average 5 year percent change</i>		0.0%			
<b>Expenditures</b>	\$ 333,715	\$ 263,708	\$ 292,169	\$ 391,153	\$ 396,247
<i>% Change</i>		-21.0%	10.8%	33.9%	1.3%
<i>Average 5 year percent change</i>		6.2%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
PROPOSED BUDGET FY 2013  
HUMAN RESOURCES  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>Expenditures</b>									
(1)	Personnel Services:								
	Salary	\$ 112,652	\$ 112,042	\$ 115,233	\$ -	\$ 115,233	\$ 117,632	2.1%	\$ 2,399
	Benefits	46,434	34,998	38,925	-	38,925	42,420	9.0%	3,495
	Citywide Tuition Reimbursement Program	3,123	47,864	85,000	-	85,000	85,000	0.0%	-
	<b>subtotal</b>	<b>\$ 162,210</b>	<b>\$ 194,904</b>	<b>\$ 239,158</b>	<b>\$ -</b>	<b>\$ 239,158</b>	<b>\$ 245,052</b>	<b>2.5%</b>	<b>\$ 5,894</b>
	Maintenance and Operations:								
	Professional Development	\$ 2,126	\$ 1,926	\$ 2,030	\$ -	\$ 2,030	\$ 2,030	0.0%	\$ -
	Professional Fees	12,821	10,587	46,200	2,000	48,200	46,200	-4.1%	(2,000)
	Employee Recruitment	667	75	2,700	-	2,700	2,700	0.0%	-
	Equipment R & M	-	-	-	-	-	100	-	100
	Vehicle R & M	-	-	-	-	-	-	-	-
	Communications	-	-	-	-	-	-	-	-
	Advertising	-	875	5,303	-	5,303	4,019	-24.2%	(1,284)
	Printing	375	-	500	-	500	500	0.0%	-
	Travel	-	-	1,200	-	1,200	1,200	0.0%	-
	Maintenance Contracts	1,597	1,404	2,791	-	2,791	2,791	0.0%	-
	IT Professional Services	8,113	3,417	4,019	-	4,019	6,001	49.3%	1,982
	General Supplies	3,917	2,829	7,900	-	7,900	6,808	-13.8%	(1,092)
	Utilities	3,665	3,179	4,270	-	4,270	4,630	8.4%	360
	Food/Meals	1,209	14	250	-	250	250	0.0%	-
	Small Equipment	-	3,771	56	-	56	-	-100.0%	(56)
(2)	IT Equipment Refresh	1,108	1,281	4,450	-	4,450	-	-100.0%	(4,450)
	Non-Recurring	241	-	-	-	-	-	-	-
(3)	Employee Recognition	65,658	67,906	70,326	(2,000)	68,326	73,966	8.3%	5,640
	Employee Wellness	-	-	-	-	-	-	-	-
	<b>subtotal</b>	<b>\$ 101,498</b>	<b>\$ 97,266</b>	<b>\$ 151,995</b>	<b>\$ -</b>	<b>\$ 151,995</b>	<b>\$ 151,195</b>	<b>-0.5%</b>	<b>\$ (800)</b>

**CITY OF ALPHARETTA  
PROPOSED BUDGET FY 2013  
HUMAN RESOURCES  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Capital:								
	Machinery & Equipment	-	-	-	-	-	-	-	-
	<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>Total</b>	<b>\$ 263,708</b>	<b>\$ 292,169</b>	<b>\$ 391,153</b>	<b>\$ -</b>	<b>\$ 391,153</b>	<b>\$ 396,247</b>	<b>1.3%</b>	<b>\$ 5,094</b>
	<b>Full-time Equivalent Positions</b>	3.0	2.0	2.0		2.0	2.0 funded		
		-	1.0	1.0		1.0	1.0 un-funded		
		<b>3.0</b>	<b>3.0</b>	<b>3.0</b>		<b>3.0</b>	<b>3.0</b>		

- Notes*
- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution.
- (2) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement.
- (3) Variance due primarily to the reallocation of funding for flowers for city employees from the City Clerk's Office to the Human Resources Department. Sending flowers is one way the city reaches out to employees during life events (e.g. birth of a child, loss of a family member, etc.).

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Employee Expenses	General Office Administration	H.R. Support Services	Recruitment & Employment	City Training
			1540EE	1540GO	1540SS	154042	154063
Professional Development	\$ 2,030	\$ 2,030	\$ 2,030	\$ -	\$ -	\$ -	\$ -
Professional Fees	46,200	46,200	-	-	-	16,200	30,000
Employee Recruitment	2,700	2,700	-	-	-	2,700	-
Equipment R & M	-	100	-	-	100	-	-
Vehicle R & M	-	-	-	-	-	-	-
Communications	-	-	-	-	-	-	-
Advertising	5,303	4,019	-	-	-	4,019	-
Printing	500	500	-	100	-	400	-
Travel	1,200	1,200	1,200	-	-	-	-
Maintenance Contracts	2,791	2,791	-	-	2,791	-	-
IT Professional Services	4,019	6,001	-	-	6,001	-	-
General Supplies	7,900	6,808	-	4,258	-	650	1,900
Utilities	4,270	4,630	-	-	4,630	-	-
Food/Meals	250	250	-	250	-	-	-
Small Equipment	56	-	-	-	-	-	-
IT Equipment Refresh	4,450	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Employee Recognition	70,326	73,966	-	-	-	73,966	-
Wellness	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 151,995</b>	<b>\$ 151,195</b>	<b>\$ 3,230</b>	<b>\$ 4,608</b>	<b>\$ 13,522</b>	<b>\$ 97,935</b>	<b>\$ 31,900</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

**Budget:**

FY 2013

**Statement:**

Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Employee Expenses 1540EE</b>	100 1540 521.10 00	Professional Development	Wells Professional Development	250	250
			Wells Professional Membership Fees	170	170
			Bott Association Membership Fees	810	810
			Publications & Subscriptions	325	325
			Fair Labor Standards Handbook	475	475
			<b>subtotal</b>	<b>2,030</b>	<b>2,030</b>
	100 1540 523.50 00	Travel	Human Resources Travel	1,100	1,100
			Wells Local Mileage	100	100
			<b>subtotal</b>	<b>1,200</b>	<b>1,200</b>
	100 1540 531.60 01	IT Equipment Refresh	Dell Laptop / Workstation Replacements	4,450	-
Servers			-	-	
Printer Repairs/Replacement			-	-	
<b>subtotal</b>			<b>4,450</b>	<b>-</b>	
		<b>Total</b>	<b>\$ 7,680</b>	<b>\$ 3,230</b>	
<b>General Office Admin. 1540GO</b>	100 1540 523.40 00	Printing	Business Cards	100	100
			<b>subtotal</b>	<b>100</b>	<b>100</b>
	100 1540 531.10 00	General Supplies	General Office Supplies	5,000	3,908
			Postage	50	50
			Copier Usage	100	100
			UPS & Fed Ex	200	200
			<b>subtotal</b>	<b>5,350</b>	<b>4,258</b>
	100 1540 531.30 00	Food/Meals	Food & Drinks	250	250
			<b>subtotal</b>	<b>250</b>	<b>250</b>
	100 1540 532.40 00	Non-Recurring		-	-
		<b>subtotal</b>	<b>-</b>	<b>-</b>	
		<b>Total</b>	<b>\$ 5,700</b>	<b>\$ 4,608</b>	
<b>Support Services Act. 1540SS</b>	100 1540 522.20 10	Equipment R&M	General Repair/Maintenance (e.g. printers)	-	100
			<b>subtotal</b>	<b>-</b>	<b>100</b>
	100 1540 523.85 01	Maintenance Contracts	Building Maintenance - Janitorial Contract	1,378	1,378
			Copier Maintenance	450	450
			GRM Records Management	963	963
			<b>subtotal</b>	<b>2,791</b>	<b>2,791</b>
100 1540 523.90 00	IT Professional Services	Technical Support for CISCO Network	320	362	
		Telephony Communications Service and Support	-	2,077	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			Developer License for MDM	-	1
			Workstation & Server Backup and Disaster Recovery for	92	-
			City Virus, Adware, Spyware & Threat Protection	27	46
			City Circuit Connection to Internet - Supplement & Backu	21	22
			Data Center's Uninterruptible Power System	47	55
			Workstation Defragmentation	36	41
			Disaster Recovery Email Management - Archiving, Conti	156	156
			Citywide Microsoft Licensing	903	952
			Email Archiving - Storage & Retrieval	34	-
			GIS Mobile Field Mapping & Data Collection	363	426
			Database Management for Various City Departments	52	54
			City's Wireless Access for Blackberrys	13	-
			Data Center Fire Suppression System	9	10
			Email Filtering Services	99	110
			Web Filtering Services	31	55
			Link Balancer	-	15
			IP Monitoring	6	9
			Network Monitoring	14	14
			Wiring Services	92	92
			Network Support Services	184	183
			CISCO Network Support	276	-
			Conversion of LIDAR Data to ArcGIS	15	13
			Monitoring of Various City Websites for Potential Outage	2	5
			GIS Parcel Building Software	81	81
			Telephony Support Services	368	37
			Intrusion Detection	-	18
			City Telephony Equipment	220	73
			Technical Support for Vmware Environment	32	21
			Workstation & Server Backup & Disaster Recovery for Vi	9	-
			City Enterprise Data Management	-	220
			Citywide Virtual Infrastructure	51	240
			City Circuit Connection to Internet	218	351
			Employee Self Service	17	14
			ManageEngine Password Manager Pro	23	23
			AD Audit	-	16
			Remote Application & Database Access	169	184
			Long Distance	39	25
			<b>subtotal</b>	<b>4,019</b>	<b>6,001</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 1540 531.20 00	Utilities	GA Power - Electric Service	3,640	4,000
			BF1 - Garbage Service	200	200
			Gas Service	380	380
			Fulton Cty - Water Service	50	50
			<b>subtotal</b>	<b>4,270</b>	<b>4,630</b>
	100 1540 531.60 00	Small Equipment	Printer Repairs/Replacement	56	-
			<b>subtotal</b>	<b>56</b>	<b>-</b>
		<b>Total</b>		<b>\$ 11,136</b>	<b>\$ 13,522</b>
<b>Recruitment &amp; Employment 154042</b>	100 1540 521.20 00	Professional Fees	Caduceus Occupational Medicine	7,000	7,000
			Stone, McElroy & Assoc	8,000	8,000
			Payscale	1,200	1,200
			<b>subtotal</b>	<b>16,200</b>	<b>16,200</b>
	100 1540 521.30 00	Employee Recruitment	International Personnel Mgt. Association - Test	2,500	2,500
			National Student Clearing House	75	75
			Talx Corp	75	75
			Various Vendors	50	50
			<b>subtotal</b>	<b>2,700</b>	<b>2,700</b>
	100 1540 523.30 00	Advertising	Advertising Costs for Recruitment	5,303	4,019
			<b>subtotal</b>	<b>5,303</b>	<b>4,019</b>
	100 1540 523.40 00	Printing	Alpharetta Printing	400	400
			<b>subtotal</b>	<b>400</b>	<b>400</b>
	100 1540 531.10 00	General Supplies	Paper Direct	500	500
			Fed Ex	100	100
			Postage Allocation	50	50
			<b>subtotal</b>	<b>650</b>	<b>650</b>
	100 1540 531.30 00	Food/Meals		-	-
			<b>subtotal</b>	<b>-</b>	<b>-</b>
	100 1540 532.42 00	Employee Recognition	Performance Recognition Program	5,000	4,640
			Employee Appreciation Days (2)	22,386	22,386
			Flowers for City Employees	-	4,000
			Cheryl & Co	800	800
			Payroll Summary (\$50 Gift Check -Dec)	41,000	41,000
			Gift Certificates (Municipal Court, City Attorney)	1,140	1,140
			<b>subtotal</b>	<b>70,326</b>	<b>73,966</b>
		<b>Total</b>		<b>\$ 95,579</b>	<b>\$ 97,935</b>

<b>Project #/Title</b>	<b>Account Number</b>	<b>Title</b>	<b>Account Detail</b>	<b>FY 2012 Adopted Budget</b>	<b>FY 2013 Recommended Budget</b>
<b>City Training 154063</b>	100 1540 521.20 00	Professional Fees	Customer Service/Sexual Harassment Training	30,000	30,000
			<i>subtotal</i>	<b>30,000</b>	<b>30,000</b>
	100 1540 531.10 00	General Supplies	Handbook/Course Materials - Seasonal PT	400	400
			Miscellaneous Classrooms & Training Supplies	1,500	1,500
			<i>subtotal</i>	<b>1,900</b>	<b>1,900</b>
<b>Total</b>				<b>\$ 31,900</b>	<b>\$ 31,900</b>
<b>Total</b>				<b>\$ 151,995</b>	<b>\$ 151,195</b>

# **PERFORMANCE MEASUREMENTS**

<b>Administration Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Human Resources annual turnover percentage	36.4%	0.0%	0.0%	0.0%	0.0%	0.0%
City-wide turnover percentage	6.45%	2.90%	5.61%	4.62%	7.00%	9.00%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	493	542	537	538	548	550
HR staff to total full-time equivalent employee ratio	1 to 164	1 to 271	1 to 268	1 to 269	1 to 274	1 to 275
<b>Personnel Assigned:</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>		<b>1.0 FTE</b>	<b>1.0 FTE</b>
	Admin Assistant II	Admin Assistant II	Admin Assistant II		Admin Assistant II	Admin Assistant II
*The Human Resources Department is directed by the Assistant City Administrator.						

<b>Employment &amp; Retention Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Average cost per hire - Permanent	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Average cost per hire - Seasonal	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
# of Resumes reviewed & logged	900	576	651	467	600	700
# of Qualified applications processed	270	150	91	46	100	125
# of New hires - Permanent	17	13	21	18	26	18
# of New hires - Seasonal	16	51	53	54	55	56
# of Internal promotions	9	8	19	7	10	10
# of separations	78	75	65	74	78	80
% of Employees rated "Exceeds" on annual merit review	11.9%	4.7%	4.5%	3.55%	8%	5.5%
% of Employees rated "Meets" on annual merit review	83.2%	95%	95%	96.1%	88%	94%
% of Employees underperforming on annual performance review	5%	.5%	.5%	.25%	4%	.5%
% of Employees on "Performance Improvement Plan"	0%	2%			1%	
Total # of employees enrolled in Education Programs						
Doctorate Degree	0	0	1	1	1	1
Master's Degree	11	6	5	2	2	3
Bachelor's Degree	13	11	11	9	11	8
Associate's Degree	10	12	13	9	13	10
Certificate Programs	5	0	1	1	2	5
Total # of employees receiving tuition reimbursement	39	26	28	15	27	20
Total dollar amount of reimbursement	\$62,000	\$42,023	\$52,118	\$27,218	\$44,000	\$38,000
<i>* Employee review percentage not 100% due to the impact of new hires, vacancies, turnover, and leaves of absence.</i>						
<b>Personnel Assigned:</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>	<b>2.0 FTE</b>
	Sr. HR Administrator	Sr. HR Administrator	Sr. HR Administrator*		Sr. HR Administrator*	Sr. HR Administrator*
	Employment/Recruitment Manager	Employment/Recruitment Manager	Employment/Recruitment Manager		Employment/Recruitment Manager	Employment/Recruitment Manager

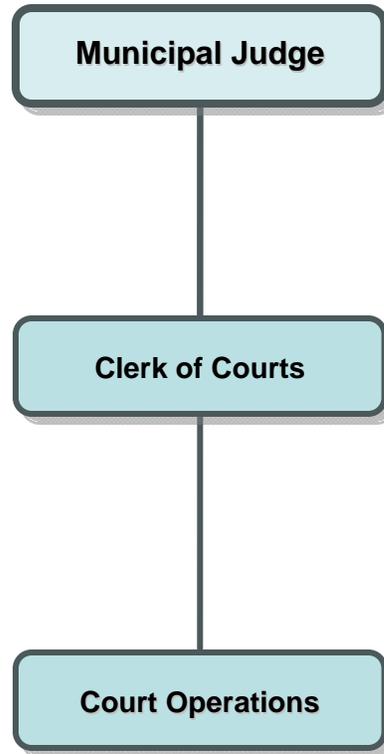
\* Not funded in the budget for FY's 2011-2013.



# *Municipal Court*



*Elizabeth Sahlin*  
Clerk of Courts



# **Municipal Court**

*Administration and Court Services*

## **Mission Statement**

To grow and maintain sufficient staffing, infrastructure and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

## **Goals and Objectives**

- ✓ Provide professional, quality service;
- ✓ Monitor court sessions and continue to improve efficiency;
- ✓ Develop operations guide to use internally;
- ✓ Enhance the GBS court Software system;
- ✓ Develop activity reports;
- ✓ Enhance reporting to state and city departments;
- ✓ Review and enhance current reports/forms;
- ✓ Enhance the current data that is shared between Court/Police;
- ✓ Review, improve, and update day to day operations;
- ✓ Provide proper training to insure compliance with all State laws and regulations; and
- ✓ Continue to cross-train employees

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
MUNICIPAL COURT  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2012</b>
<b>Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
average 5-year percent change		0.0%			
<b>Expenditures</b>	\$ 918,427	\$ 931,504	\$ 928,142	\$ 1,024,358	\$ 996,785
<i>% Change</i>		1.4%	-0.4%	10.4%	-2.7%
<i>Average 5-year percent change</i>		2.2%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
MUNICIPAL COURT  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(1)	<b>Revenue</b>								
	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Expenditures</b>								
(2)	Personnel Services:								
	Salary	\$ 407,364	\$ 406,896	\$ 439,975	\$ -	\$ 439,975	\$ 435,020	-1.1%	\$ (4,955)
	Benefits	167,846	182,259	212,548	-	212,548	197,608	-7.0%	(14,940)
	<b>subtotal</b>	<b>\$ 575,209</b>	<b>\$ 589,155</b>	<b>\$ 652,523</b>	<b>\$ -</b>	<b>\$ 652,523</b>	<b>\$ 632,628</b>	<b>-3.0%</b>	<b>\$ (19,895)</b>
	Maintenance and Operations:								
	Professional Development	\$ 1,760	\$ 2,780	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	0.0%	\$ -
	Professional Fees	245,061	232,626	244,523	-	244,523	241,829	-1.1%	(2,694)
	Equipment R & M	610	559	1,000	-	1,000	1,300	30.0%	300
	Facilities	-	-	-	-	-	-	-	-
	Communications	-	-	-	-	-	-	-	-
	Advertising	500	150	250	-	250	250	0.0%	-
	Printing	22,258	22,058	22,946	-	22,946	25,609	11.6%	2,663
	Travel	2,363	3,201	3,000	-	3,000	3,000	0.0%	-
(3)	Maintenance Contracts	4,550	4,037	7,994	-	7,994	9,690	21.2%	1,696
	IT Professional Services	31,391	34,019	35,213	-	35,213	33,929	-3.6%	(1,284)
(4)	General Supplies	13,311	13,434	19,704	-	19,704	14,108	-28.4%	(5,596)
	Uniforms	-	-	-	-	-	-	-	-

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
MUNICIPAL COURT  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

NOTES	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Utilities	25,118	24,817	30,099	-	30,099	31,572	4.9%	1,473
	Food/Meals	-	-	-	-	-	300	100.0%	300
	Small Equipment	404	161	656	-	656	-	-100.0%	(656)
(5)	IT Equipment Refresh	8,969	1,145	4,450	-	4,450	570	-87.2%	(3,880)
	Non-Recurring	-	-	-	-	-	-	-	-
	<b>subtotal</b>	<b>\$ 356,295</b>	<b>\$ 338,986</b>	<b>\$ 371,835</b>	<b>\$ -</b>	<b>\$ 371,835</b>	<b>\$ 364,157</b>	<b>-2.1%</b>	<b>\$ (7,678)</b>
	Capital:								
	Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 931,504</b>	<b>\$ 928,142</b>	<b>\$ 1,024,358</b>	<b>\$ -</b>	<b>\$ 1,024,358</b>	<b>\$ 996,785</b>	<b>-2.7%</b>	<b>\$ (27,573)</b>

**Full-time Equivalent Positions**

9.0                      9.0                      9.0                      9.0                      9.0

Notes

- (1) Please note: departmental operations often impact numerous revenue sources that are accounted elsewhere within the city's budget. For example, the Municipal Court Department is instrumental in the collection of Municipal Court Fine revenues. These revenues are accounted for in the Public Safety Department but are reliant, in part, on the work of the Municipal Courts Department.
- (2) Variance due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; all of which was mitigated by departmental turnover (salary and healthcare variances between prior employees and new hires) and a decrease in the defined benefit pension contribution.
- (3) Variance is due primarily to additional funding for GRM offsite record storage (including box retrieval fees).
- (4) Variance is based on current year-to-date expenditures at the time of the budget preparation.
- (5) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget:

FY 2013

Statement:

Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Courts	General Office	Support	Court Session
			Employee Expenses	Administration	Services	Activity
			2650EE	2650GO	2650SS	265010
Professional Development	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -
Professional Fees	244,523	241,829	-	1,039	20,400	220,390
Equipment R & M	1,000	1,300	-	-	300	1,000
Facilities R&M	-	-	-	-	-	-
Advertising	250	250	-	250	-	-
Printing	22,946	25,609	-	6,650	-	18,959
Travel	3,000	3,000	3,000	-	-	-
Maintenance Contracts	7,994	9,690	-	-	9,690	-
IT Professional Services	35,213	33,929	-	-	33,929	-
General Supplies	19,704	14,108	-	14,108	-	-
Uniforms	-	-	-	-	-	-
Utilities	30,099	31,572	-	-	31,572	-
Food/Meals	-	300	-	300	-	-
Small Equipment	656	-	-	-	-	-
IT Equipment Refresh	4,450	570	570	-	-	-
Non-Recurring	-	-	-	-	-	-
Machinery	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 371,835</b>	<b>\$ 364,157</b>	<b>\$ 5,570</b>	<b>\$ 22,347</b>	<b>\$ 95,891</b>	<b>\$ 240,349</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Employee Expenses 2650EE</b>	100 2650 521.10 00	Professional Development	Courts Professional Development	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>
	100 2650 523.50 00	Travel	Courts Travel	3,000	3,000
			<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
	100 2650 531.60 01	IT Equipment Refresh	Workstation Replacements	4,450	-
		Cell Phone Equipment	-	570	
		<b>subtotal</b>	<b>4,450</b>	<b>570</b>	
<b>Total</b>				<b>\$ 9,450</b>	<b>\$ 5,570</b>
<b>General Office Admin. 2650GO</b>	100 2650 521.20 00	Professional Fees	Misc Professional Fees	3,678	1,039
			<b>subtotal</b>	<b>3,678</b>	<b>1,039</b>
	100 2650 523.30 00	Advertising	Legal Advertising	250	250
			<b>subtotal</b>	<b>250</b>	<b>250</b>
	100 2650 523.40 00	Printing	Brochures Design & Setup	816	800
			Brochures Printing	1,530	1,500
			Business Cards	100	100
			Envelopes	500	500
			Alpharetta Quality Printing	4,000	3,750
			<b>subtotal</b>	<b>6,946</b>	<b>6,650</b>
	100 2650 531.10 00	General Supplies	General Office Supplies	14,789	9,143
			Pitney Bowes - Postage Refill & Ink Cartridges	4,000	4,000
			Administrative Office - Copies GA Court Directory	65	65
			Aspen Publishers - GA Prim Law	600	600
			Matthew Bender	250	300
<b>subtotal</b>			<b>19,704</b>	<b>14,108</b>	
100 2650 531.30 00	Food/Meals	Food/Meals	-	300	
		<b>subtotal</b>	<b>-</b>	<b>300</b>	
<b>Total</b>				<b>\$ 30,578</b>	<b>\$ 22,347</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Support Services Act. 2650SS</b>	100 2650 521.20 00	Professional Fees	Revenue Collection Fees- Amex, Vantage, Certegy, PayPal	19,055 1,400	19,000 1,400
			<b>subtotal</b>	<b>20,455</b>	<b>20,400</b>
	100 2650 522.20 10	Equipment R & M	General Repair/Maintenance (e.g. printers)	-	300
			<b>subtotal</b>	<b>-</b>	<b>300</b>
	100 2650 523.85 01	Maintenance Contracts	Copier Maintenance	1,850	1,850
			Pitney Bowes Mail Machine	1,804	1,804
			Standard/ Gold Cup Coffee Service	372	400
			Water Maintenance	361	336
			Shred-It	800	800
			GRM / Iron Mountain Record Storage	2,807	4,500
			<b>subtotal</b>	<b>7,994</b>	<b>9,690</b>
	100 2650 523.90 00	IT Professional Services	Technical Support for CISCO Network	1,193	1,356
			Telephony Communications Service and Support	9,226	7,789
			Developer License for MDM	-	3
			Workstation & Server Backup and Disaster Recovery	343	-
			Anti-Virus Software & Support Renewal	99	172
			City Circuit Connection to Interne	78	82
			Data Center's Uninterruptible Power System	175	206
			Workstation Defragmentation	134	154
			Disaster Recovery Email Management - Archiving, C	581	584
			Citywide Microsoft Licensing	3,373	3,568
			Email Archiving - Storage & Retrieval	127	-
			GIS Mobile Field Mapping & Data Collection	1,355	1,596
			Database Management for Various City Department	192	206
			City's Wireless Access for Blackberrys	49	-
			Data Center Fire Suppression System	34	38
			Email Filtering Services	370	412
			Web Filtering Services	114	206
			Link Balancer	-	55
			IP Monitoring	21	34
			Network Monitoring	51	51
			Wiring Services	343	343
			Network Support Services	686	686
			CISCO Network Support	1,029	-
			Conversion of LIDAR Data to ArcGIS	54	48

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			Monitoring of Various City Websites for Potential Out	6	17
			GIS Parcel Building Software	302	303
			Telephony Support Services	1,372	137
			Intrusion Detection	-	69
			City Telephony Equipment	820	275
			Technical Support for Vmware Environment	120	80
			Workstation & Server Backup & Disaster Recovery fc	34	-
			City Enterprise Data Management	86	824
			Citywide Virtual Infrastructure	189	899
			City Circuit Connection to Internet	813	1,318
			Employee Self Service	65	51
			ManageEngine Password Manager Pro	-	86
			AD Audit	-	62
			Mobile Data Management	-	20
			OSSI Software Maintenance & Licensing	400	500
			Recording of Proceedings	916	916
			Court Case Management System	6,697	6,850
			Support for Court Scanner	1,400	1,400
			Long Distance	13	93
			Cell Phones	1,440	1,515
			Data Cards	913	925
			<b>subtotal</b>	<b>35,213</b>	<b>33,929</b>
	100 2650 531.20 00	Utilities	GA Power - Electric Service	25,000	26,300
			BFI - Garbage Service	773	773
			Infinite Energy - Gas Service	3,399	3,399
			Fulton Cty - Water Service	927	1,100
			<b>subtotal</b>	<b>30,099</b>	<b>31,572</b>
	100 2650 531.60 00	Small Equipment	Printer Replacements/Repairs	206	-
			Cell Phone Equipment	450	-
			<b>subtotal</b>	<b>656</b>	<b>-</b>
<b>Total</b>				<b>\$ 94,417</b>	<b>\$ 95,891</b>

<b>Project #/Title</b>	<b>Account Number</b>	<b>Title</b>	<b>Account Detail</b>	<b>FY 2012 Adopted Budget</b>	<b>FY 2013 Recommended Budget</b>		
<b>Court Activity 265010</b>	100 2650 521.20 00	Professional Fees	Court Appointed Attorney	9,000	9,190		
			Solicitor Fees - Fran Shoenthal	130,000	130,000		
			Substitute Judge Fees Barry Zimmerman	27,000	28,000		
			Court Reporters	200	200		
			Sub Judges - Brian Hansford	9,895	9,000		
			Sub Solicitors - Schwartz and Chen	10,295	10,000		
			Translators - 8A Translation, GA Interpreting	34,000	34,000		
			<b>subtotal</b>	<b>220,390</b>	<b>220,390</b>		
			100 2650 522.20 10	Equipment R & M	Crime Prevention Tech	500	500
					Metal Detector	500	500
<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>					
100 2650 523.40 00	Printing	Southern Business Systems - File Folders & Labels	16,000	18,959			
		<b>subtotal</b>	<b>16,000</b>	<b>18,959</b>			
<b>Total</b>				<b>\$ 237,390</b>	<b>\$ 240,349</b>		
<b>Total</b>				<b>\$ 371,835</b>	<b>\$ 364,157</b>		

# **PERFORMANCE MEASUREMENTS**

<b>Municipal Court Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) 2012</b>	<b>Target 2012</b>	<b>Target 2013</b>
Municipal Court annual turnover percentage	1.00%	1.00%	20.00%	1.00%	1.00%	1.00%
# of Citations received to process	22,572	20,773	20,093	9,157	21,000	21,000
Total # of cases disposed	21,562	23,356	21,342	11,506	22,000	22,000
# of Court sessions	256	226	232		232	232
Annual deposits (Court Fines)	\$2,703,736	\$3,011,998	\$2,715,193	\$1,562,496	\$2,550,000	\$2,500,000
<b>Personnel Assigned:</b>	<b>9.0 FTE</b>	<b>9.0 FTE</b>	<b>9.0 FTE</b>		<b>9.0 FTE</b>	<b>9.0 FTE</b>
Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge		Municipal Judge	Municipal Judge
Court Clerk /	Court Clerk /	Court Clerk /	Court Clerk /		Court Clerk /	Court Clerk /
Director of Court Services	Director of Court Services	Director of Court Services	Director of Court Services		Director of Court Services	Director of Court Services
Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III		Deputy Clerk III	Deputy Clerk III
Deputy Clerk II (4)	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)		Deputy Clerk II (5)	Deputy Clerk II (5)
Deputy Clerk I (2)	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I		Deputy Clerk I	Deputy Clerk I

# **INTERNAL AUDIT**

The Organizational Chart is included under the *City Administration* tab of this document.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
INTERNAL AUDIT  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
% Change		0.0%	0.0%	0.0%	0.0%
average 5-year percent change		0.0%			
<b>Expenditures</b>	\$ 145,657	\$ 147,360	\$ 153,381	\$ 157,359	\$ 160,635
% Change		1.2%	4.1%	2.6%	2.1%
average 5-year percent change		2.5%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
INTERNAL AUDIT  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Revenue</b>								
	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Expenditures</b>								
	Personnel Services:								
	Salary	\$ 100,873	\$ 100,808	\$ 102,748	\$ -	\$ 102,748	\$ 104,597	1.8%	\$ 1,849
	Benefits	44,739	47,004	49,297	-	49,297	50,724	2.9%	1,427
	<b>subtotal</b>	<b>\$ 145,613</b>	<b>\$ 147,812</b>	<b>\$ 152,045</b>	<b>\$ -</b>	<b>\$ 152,045</b>	<b>\$ 155,321</b>	<b>2.2%</b>	<b>\$ 3,276</b>
	Maintenance and Operations:								
	Professional Development	\$ 1,318	\$ 2,433	\$ 2,098	\$ -	\$ 2,098	\$ 2,100	0.1%	\$ 2
	Equipment R & M	-	-	-	-	-	-		-
	Communication	-	-	-	-	-	-		-
	Travel	265	2,959	3,000	-	3,000	3,000	0.0%	-
	General Supplies	164	177	216	-	216	214	-0.9%	(2)
	<b>subtotal</b>	<b>\$ 1,747</b>	<b>\$ 5,569</b>	<b>\$ 5,314</b>	<b>\$ -</b>	<b>\$ 5,314</b>	<b>\$ 5,314</b>	<b>0.0%</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 147,360</b>	<b>\$ 153,381</b>	<b>\$ 157,359</b>	<b>\$ -</b>	<b>\$ 157,359</b>	<b>\$ 160,635</b>	<b>2.1%</b>	<b>\$ 3,276</b>
	<b>Full-time Equivalent Positions</b>	1.0	1.0	1.0		1.0	1.0		

Notes

- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; and a decrease in the defined benefit pension contribution.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget:

FY 2013

Statement:

Expenditure Summary by Project (Maintenance and Operations/Capital

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Internal Audit Employee Expenses	Internal Audit Activity
			1560EE	156010
Professional Development	\$ 2,098	\$ 2,100	\$ 2,100	\$ -
Professional Fees	-	-	-	-
Equipment R & M	-	-	-	-
Communication	-	-	-	-
IT Professional Services	-	-	-	-
Travel	3,000	3,000	3,000	-
General Supplies	216	214	-	214
Small Equipment	-	-	-	-
<b>TOTAL</b>	<b>\$ 5,314</b>	<b>\$ 5,314</b>	<b>\$ 5,100</b>	<b>\$ 214</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Employee Expenses</b>	100	1560	521.10 00	Professional Development	Audit Professional Development	2,098	2,100
					<b>subtotal</b>	<b>2,098</b>	<b>2,100</b>
	100	1560	523.50 00	Travel	Audit Travel Expenses	3,000	3,000
					<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
				<b>Total</b>		<b>\$ 5,098</b>	<b>\$ 5,100</b>
<b>Activity 156010</b>	100	1560	531.10 00	General Supplies	Office Supplies	100	100
					Paper	41	44
					Printer Toner Cartridges	75	70
					<b>subtotal</b>	<b>216</b>	<b>214</b>
				<b>Total</b>		<b>\$ 216</b>	<b>\$ 214</b>
				<b>Total</b>		<b>\$ 5,314</b>	<b>\$ 5,314</b>



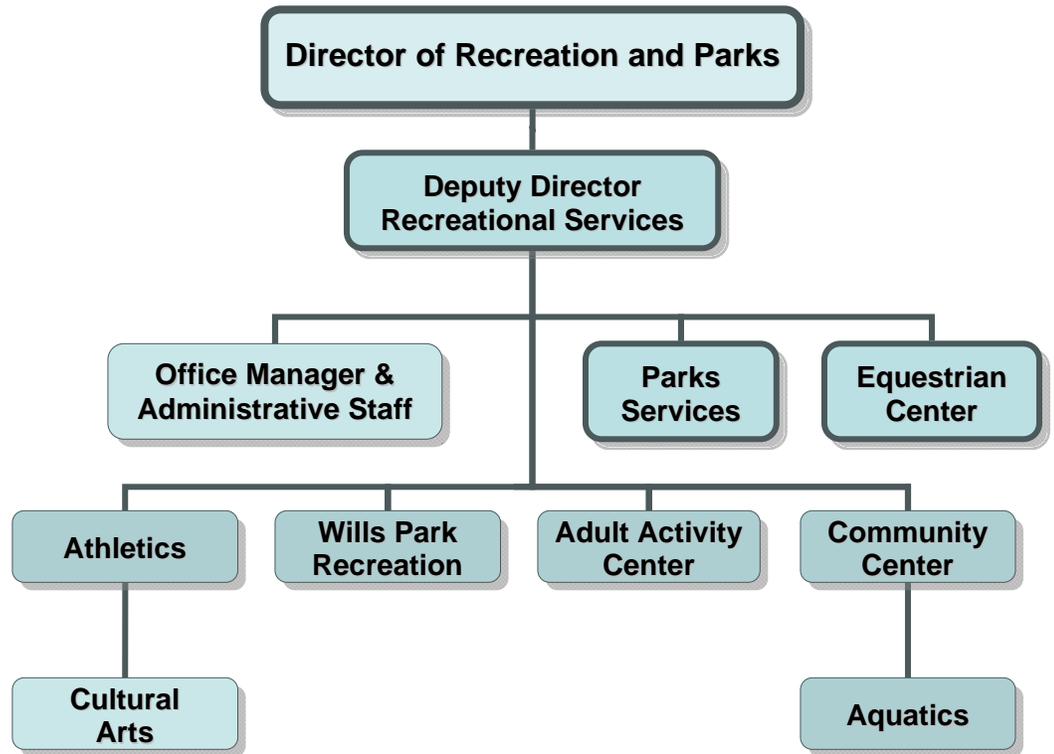
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# Recreation and Parks



**Mike Perry**  
Director of  
Recreation and Parks



# **Recreation and Parks**

*Administration, Adult Activity Center, Aquatics, Athletics, Community Center, Cultural Arts, Equestrian Center, Wills Park Recreation Center, and Parks Maintenance*

## **Mission Statement**

The Alpharetta Recreation and Parks Department is dedicated to providing the highest quality recreational opportunities through the development of both active and passive programs and facilities to promote the physical, social and mental wellness of its citizens.

## **Goals and Objectives**

- ✓ Offer a wider variety of programs to citizens; athletic, art and general programs;
- ✓ Improve the amenities to the Greenway system;
- ✓ Expand Cultural Arts programming;
- ✓ Hire and retain the highest quality staff to serve the public;
- ✓ Provide the safest grounds and facilities possible;
- ✓ Provide the highest quality of play surfaces and playgrounds;
- ✓ Provide each staff person with professional growth and training;
- ✓ Identify and design additional park sites;
- ✓ Review and improve accreditation standards; and
- ✓ Work with Council and Recreation Commission to identify program deficiencies.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RECREATION & PARKS  
Five-year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 1,987,129	\$ 1,871,182	\$ 1,877,350	\$ 1,981,990	\$ 1,724,600
<i>% Change</i>		-5.8%	0.3%	5.6%	-13.0%
<i>average 5 year percent change</i>		-3.2%			
<b>Expenditures</b>	\$ 6,298,065	\$ 6,159,360	\$ 6,137,913	\$ 6,708,093	\$ 6,644,219
<i>% Change</i>		-2.2%	-0.3%	9.3%	-1.0%
<i>average 5 year percent change</i>		1.4%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RECREATION & PARKS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(1)	<b>Revenue</b>								
	Charges for Services:								
	Arts Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Non-Resident Fees	253,146	234,983	355,000	-	355,000	290,000	-18.3%	(65,000)
	Recreation Services	1,746	1,375	-	-	-	-	-	-
	Aquatics	110,571	113,857	115,000	-	115,000	119,600	4.0%	4,600
	Athletics	440,744	548,980	450,000	-	450,000	350,000	-22.2%	(100,000)
	Fulton County Arts	62,904	52,429	55,000	-	55,000	50,000	-9.1%	(5,000)
	Community Center	401,704	362,893	415,000	-	415,000	350,000	-15.7%	(65,000)
	Senior Center	81,291	61,477	45,000	-	45,000	50,000	11.1%	5,000
	Equestrian Center	312,458	310,838	340,000	-	340,000	315,000	-7.4%	(25,000)
	Dog Show	-	-	-	-	-	-	-	-
	Park Permits	-	-	-	-	-	-	-	-
	Interest	2,173	-	-	-	-	-	-	-
	Will Park Recreation Center	188,041	182,740	200,000	-	200,000	200,000	0.0%	-
	Other:								
	Private Sources	16,406	6,778	-	6,990	6,990	-	-100.0%	(6,990)
	Recycling Project	-	1,000	-	-	-	-	-	-
	<b>Total</b>	<b>1,871,182</b>	<b>1,877,350</b>	<b>1,975,000</b>	<b>6,990</b>	<b>1,981,990</b>	<b>1,724,600</b>	<b>-13.0%</b>	<b>(257,390)</b>

**Expenditures**

(2)	Personnel Services:								
	Salaries	\$ 2,090,563	\$ 2,053,405	\$ 2,146,430	\$ -	\$ 2,146,430	\$ 2,112,125	-1.6%	\$ (34,305)
	Seasonal Salaries	379,227	413,437	423,000	-	423,000	434,000	2.6%	11,000
	Benefits	1,081,983	1,110,812	1,207,590	-	1,207,590	1,174,231	-2.8%	(33,359)
	<b>subtotal</b>	<b>\$ 3,551,773</b>	<b>\$ 3,577,654</b>	<b>\$ 3,777,020</b>	<b>\$ -</b>	<b>\$ 3,777,020</b>	<b>\$ 3,720,356</b>	<b>-1.5%</b>	<b>\$ (56,664)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RECREATION & PARKS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Maintenance and Operations:								
	Professional Development	\$ 8,300	\$ 7,693	\$ 11,570	\$ 615	\$ 12,185	\$ 11,870	-2.6%	\$ (315)
(3)	Professional Fees	661,501	654,071	763,970	16,839	780,809	671,866	-14.0%	(108,943)
	Board Member Fees	4,975	4,550	5,400	-	5,400	5,400	0.0%	-
(4)	Equipment R & M	45,718	58,028	43,750	-	43,750	61,609	40.8%	17,859
(5)	Vehicle R & M	53,787	63,393	63,616	-	63,616	75,000	17.9%	11,384
	Grounds R & M	323,938	245,268	293,900	2,465	296,365	281,000	-5.2%	(15,365)
(6)	Facility R & M	122,965	105,102	114,160	-	114,160	129,765	13.7%	15,605
	Rental Equipment	21,182	26,566	28,050	500	28,550	30,550	7.0%	2,000
	Advertising	1,424	5,154	4,800	-	4,800	4,800	0.0%	-
	Printing	23,598	17,446	28,200	-	28,200	30,350	7.6%	2,150
	Travel	20,571	33,996	40,875	1,710	42,585	45,775	7.5%	3,190
(12)	Maintenance Contracts	348,684	366,479	384,903	-	384,903	422,145	9.7%	37,242
(7)	IT Professional Services	70,864	86,200	95,791	-	95,791	106,553	11.2%	10,762
	General Supplies	207,832	193,383	255,973	-	255,973	248,220	-3.0%	(7,753)
(8)	Uniforms	80,235	71,280	88,493	-	88,493	70,820	-20.0%	(17,673)
(9)	Utilities	531,655	555,562	582,915	1,000	583,915	615,000	5.3%	31,085
	Food/Meals	2,641	1,748	4,200	-	4,200	4,275	1.8%	75
	Small Equipment	49,429	32,239	56,933	7,380	64,313	64,405	0.1%	92
(10)	IT Equipment Refresh	4,057	16,380	7,000	-	7,000	4,880	-30.3%	(2,120)
	Non-Recurring	10,946	-	-	-	-	-	-	-
	Promotions	4,191	3,607	4,580	-	4,580	4,580	0.0%	-
	<b>subtotal</b>	<b>\$ 2,598,492</b>	<b>\$ 2,548,144</b>	<b>\$ 2,879,079</b>	<b>\$ 30,509</b>	<b>\$ 2,909,588</b>	<b>\$ 2,888,863</b>	<b>-0.7%</b>	<b>\$ (20,725)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RECREATION & PARKS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Capital:								
(11)	Machinery	\$ 9,095	\$ 12,115	\$ 27,665	\$ (6,180)	\$ 21,485	\$ 35,000	62.9%	\$ 13,515
	<b>subtotal</b>	<b>\$ 9,095</b>	<b>\$ 12,115</b>	<b>\$ 27,665</b>	<b>\$ (6,180)</b>	<b>\$ 21,485</b>	<b>\$ 35,000</b>	<b>62.9%</b>	<b>\$ 13,515</b>
	<b>Total</b>	<b>\$ 6,159,360</b>	<b>\$ 6,137,913</b>	<b>\$ 6,683,764</b>	<b>\$ 24,329</b>	<b>\$ 6,708,093</b>	<b>\$ 6,644,219</b>	<b>-1.0%</b>	<b>\$ (63,874)</b>
	<b>Full-time Equivalent Positions</b>	51.0	49.0	49.0		49.0	48.0	funded	
		-	2.0	2.0		2.0	3.0	un-funded	
		<b>51.0</b>	<b>51.0</b>	<b>51.0</b>		<b>51.0</b>	<b>51.0</b>		

**Notes**

- (1) Variance based on (1) a reconciliation of forecasted program attendance and (2) year-to-date revenue collection trends.
- (2) Variance due primarily to: wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends); increases in group insurance costs; decrease in the defined benefit pension contribution; and the elimination of funding for one full time customer service representative position (department has reorganized job duties).
- (3) Variance based on (1) a reconciliation of forecasted program attendance and associated instructor requirements and (2) year-to-date expenditure trends.
- (4) Variance due primarily to general increases in equipment maintenance including: pool boiling room inspections; automatic door repairs; basketball goals repair; park service equipment repairs; etc.
- (5) Variance due to projected increases in fuel costs. This account funds the fuel costs and the repair/maintenance of approx. 22 vehicles.
- (6) Variance due primarily to repairs at the Crabapple Governmental Center (ceiling fans and bench repairs to the courtroom) and the Community Center (painting the lobby, conference room, gym 2, and office).
- (7) Variance due to general cost increases in multiple software related categories (e.g. virtual server licensing, Microsoft licensing, GIS mobile licensing, etc.).
- (8) Variance due to reductions in seasonal staff shirts and baseball uniforms (Alpharetta Youth Baseball Association now manages the baseball program).
- (9) Variance is based on current year-to-date expenditures and the GA Power rate increase that occurred on January 1, 2012. An additional rate increase is scheduled for January 1, 2013.
- (10) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (11) Includes funding for shade structures at Webb Bridge Park (Field 4 bleachers), replacement parts for playground equipment throughout all city parks, various equipment replacements for the Parks Maintenance division, etc.
- (12) Variance due primarily to increased funding for maintenance of the downtown planters (e.g. watering, pruning, seasonal planting, etc.).

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013

Statement: Revenue Summary by Account

<b>Account Number</b>					<b>FY 2012 Adopted Budget</b>	<b>FY 2013 Recommended Budget</b>
<b>Title</b>						
100	6110	336.20	01	Arts Grant	\$ -	\$ -
100	6110	347.00	00	Culture and Recreation	-	-
100	6110	347.99	00	Non-Resident Fees	355,000	290,000
100	6110	371.00	00	Private Sources	6,990	-
100	6110	371.99	00	Contra Revenue - Donations	-	-
100	6110	381.10	01	Recycling Project	-	-
100	6120	347.26	00	Recreation Services	-	-
100	6124	347.01	00	Aquatics	115,000	119,600
100	6130	347.25	00	Athletics	450,000	350,000
100	6135	347.02	00	Cultural Arts	55,000	50,000
100	6140	347.21	00	Community Center	415,000	350,000
100	6145	347.22	00	Adult Activity Center	45,000	50,000
100	6150	347.23	00	Equestrian Center	340,000	315,000
100	6150	347.23	05	Dog Show	-	-
100	6150	347.90	10	Penalty	-	-
100	6150	347.90	20	Interest	-	-
100	6155	347.24	00	Wills Park Rec Center	200,000	200,000
<b>Total</b>					<b>\$ 1,981,990</b>	<b>\$ 1,724,600</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

### City of Alpharetta

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Rec Admin Employee Expenses 6110EE	General Office Admin 6110GO	Support Services 6110SS	Fleet Activity 6110FL	Aquatics Employee Expenses 6124EE
Professional Development	\$ 12,185	\$ 11,870	\$ 1,845	\$ 400	\$ -	\$ -	\$ 2,000
Professional Fees	780,809	671,866	-	5,768	20,000	-	-
Board Member Fees	5,400	5,400	-	5,400	-	-	-
Equipment R & M	43,750	61,609	-	-	3,750	-	-
Vehicle R & M	63,616	75,000	-	-	-	75,000	-
Grounds R & M	296,365	281,000	-	-	-	-	-
Facility R & M	114,160	129,765	-	-	-	-	-
Rental Equipment	28,550	30,550	-	-	-	-	-
Advertising	4,800	4,800	-	1,000	3,500	-	-
Printing	28,200	30,350	-	11,500	-	-	-
Travel	42,585	45,775	8,225	-	-	-	-
Maintenance Contracts	384,903	422,145	-	1,600	19,908	-	-
IT Professional Services	95,791	106,553	-	-	106,553	-	-
General Supplies	255,973	248,220	-	8,015	-	-	-
Uniforms	88,493	70,820	400	-	-	-	3,400
Utilities	583,915	615,000	-	-	615,000	-	-
Food/Meals	4,200	4,275	-	1,200	-	-	-
Small Equipment	64,313	64,405	-	-	-	-	-
IT Equipment Refresh	7,000	4,880	4,880	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	4,580	4,580	-	-	-	-	-
Machinery	21,485	35,000	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,931,073</b>	<b>\$ 2,923,863</b>	<b>\$ 15,350</b>	<b>\$ 34,883</b>	<b>\$ 768,711</b>	<b>\$ 75,000</b>	<b>\$ 5,400</b>

<b>ACCOUNT DESCRIPTION</b>	<b>General Office Admin Aquatics</b>	<b>Pool Operations</b>	<b>Special Events</b>	<b>Swim Team</b>	<b>Swimming Lessons</b>	<b>Fitness Programs</b>	<b>Athletics Employee Expenses</b>
	<b>6124GO</b>	<b>612411</b>	<b>612412</b>	<b>612413</b>	<b>612414</b>	<b>612415</b>	<b>6130EE</b>
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Professional Fees	-	-	2,000	13,000	23,500	1,200	-
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	4,000	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	1,500	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	750	200	-	-	-	-	-
Travel	-	-	-	-	-	-	1,000
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	3,778	18,000	750	5,500	200	-	-
Uniforms	-	-	-	3,840	-	-	500
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	1,000	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 4,528</b>	<b>\$ 23,700</b>	<b>\$ 3,750</b>	<b>\$ 22,340</b>	<b>\$ 23,700</b>	<b>\$ 1,200</b>	<b>\$ 2,000</b>

ACCOUNT DESCRIPTION	Gen Office	Athletics	Youth/Teen	Athletics -	Athletics -	Athletics -	Athletics -
	Admin Athletic	Basketball	Basketball	Lacrosse	Roller Hockey	Soccer	Softball
	6130GO	613010	613011	613012	613013	613014	613015
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -
Professional Fees	-	4,900	24,500	14,000	-	99,158	55,600
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	1,200	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	750	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-
Maintenance Contracts	800	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	3,600	600	4,500	1,200	-	3,200	5,200
Uniforms	-	-	23,000	6,800	-	14,000	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	-	1,000	1,500	-	2,000	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 6,350</b>	<b>\$ 5,500</b>	<b>\$ 53,000</b>	<b>\$ 23,500</b>	<b>\$ -</b>	<b>\$ 119,158</b>	<b>\$ 60,800</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Athletics - Baseball</b>	<b>Athletics - Adult Volleyball</b>	<b>Cultural Arts Employee Expenses</b>	<b>General Office Admin Cultural Arts</b>	<b>Cultural Arts - Art Camp</b>	<b>Fall Arts Program</b>	<b>Special Events</b>
	<b>613017</b>	<b>613023</b>	<b>6135EE</b>	<b>6135GO</b>	<b>613511</b>	<b>613514</b>	<b>613515</b>
Professional Development	\$ -	\$ -	\$ 275	\$ -	\$ -	\$ -	\$ -
Professional Fees	-	1,400	-	-	2,800	15,300	7,000
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	-
Travel	-	-	250	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	500	-	500	4,500	750	300
Uniforms	-	-	50	-	300	-	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	500	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 1,900</b>	<b>\$ 575</b>	<b>\$ 1,000</b>	<b>\$ 7,600</b>	<b>\$ 16,050</b>	<b>\$ 7,300</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Fitness Programs</b>	<b>Spring Arts Program</b>	<b>Winter Arts Program</b>	<b>City Band</b>	<b>Community Center Employee Expenses</b>	<b>General Office Admin Community Center</b>	<b>Special Events</b>
	<b>613516</b>	<b>613517</b>	<b>613518</b>	<b>613520</b>	<b>6140EE</b>	<b>6140GO</b>	<b>614010</b>
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ -	\$ -
Professional Fees	5,600	-	-	2,800	-	-	1,500
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	5,350	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	11,765	-
Rental Equipment	-	-	-	-	-	-	900
Advertising	-	-	-	-	-	-	-
Printing	-	-	-	-	-	500	-
Travel	-	-	-	-	1,600	-	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	-	-	-	-	6,510	4,667
Uniforms	-	-	-	-	550	-	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	1,775
Small Equipment	-	-	-	-	-	9,105	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	4,080
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 5,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,800</b>	<b>\$ 3,750</b>	<b>\$ 33,230</b>	<b>\$ 12,922</b>

ACCOUNT DESCRIPTION	Gymnastics	Instructional Sports	Performing Arts Program	SporTykes	Special Needs Programs	Adult Activity Center Employee Expenses	General Office Admin Adult Activity Center
	614015	614017	614022	614024	614026	6145EE	6145GO
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -
Professional Fees	150,000	26,000	35,000	20,000	6,800	-	-
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	1,700
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	-	300
Rental Equipment	-	-	4,000	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	500
Travel	-	-	-	-	8,000	2,000	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	-	500	-	3,600	-	6,475
Uniforms	-	-	-	-	-	800	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	6,000	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 150,000</b>	<b>\$ 26,000</b>	<b>\$ 39,500</b>	<b>\$ 20,000</b>	<b>\$ 18,400</b>	<b>\$ 9,200</b>	<b>\$ 8,975</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Special Events</b>	<b>Computer Classes</b>	<b>Tennis</b>	<b>Arts &amp; Crafts Program</b>	<b>Fitness Program</b>	<b>Equestrian Center Employee Expenses</b>	<b>General Office Administrative Equestrian</b>
	<b>614510</b>	<b>614514</b>	<b>614515</b>	<b>614516</b>	<b>614517</b>	<b>6150EE</b>	<b>6150GO</b>
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ -
Professional Fees	800	-	16,000	-	1,000	-	400
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	-	-
Facility R & M	-	-	-	-	-	-	-
Rental Equipment	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing	150	-	-	-	-	-	-
Travel	-	-	-	-	-	1,000	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	1,200	-	750	1,500	-	-	250
Uniforms	-	-	-	-	-	1,500	-
Utilities	-	-	-	-	-	-	-
Food/Meals	300	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,450</b>	<b>\$ -</b>	<b>\$ 16,750</b>	<b>\$ 1,500</b>	<b>\$ 1,000</b>	<b>\$ 3,400</b>	<b>\$ 650</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Equestrian Center Activities</b>	<b>Stall Maintenance</b>	<b>Wills Park Employee Expenses</b>	<b>General Office Admin Wills Park</b>	<b>Special Events</b>	<b>Karate</b>	<b>Step Aerobics</b>
	<b>615011</b>	<b>615016</b>	<b>6155EE</b>	<b>6155GO</b>	<b>615511</b>	<b>615512</b>	<b>615516</b>
Professional Development	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -
Professional Fees	-	-	-	-	3,600	14,000	12,000
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	13,500	-	-	-	-	-	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	25,000	2,000	-	-	-	-	-
Facility R & M	500	-	-	5,500	-	-	-
Rental Equipment	250	-	-	-	6,400	-	-
Advertising	-	-	-	-	-	-	-
Printing	-	-	-	350	-	-	-
Travel	-	-	400	-	-	-	-
Maintenance Contracts	-	115,000	-	-	25,000	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	90,000	-	4,350	1,875	-	-
Uniforms	-	-	2,250	-	800	-	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	10,500	-	-	-	-	-	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	500	-	-
Machinery	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 49,750</b>	<b>\$ 207,000</b>	<b>\$ 3,050</b>	<b>\$ 10,200</b>	<b>\$ 38,175</b>	<b>\$ 14,000</b>	<b>\$ 12,000</b>

ACCOUNT DESCRIPTION	Tennis	Wills Park Day Camp	Pilates	Youth Fitness	Webb Bridge Park Employee Expenses	General Office Admin Webb Bridge Park	North Park Employee Expenses
	615517	615519	615522	614027	6170EE	6170GO	6175EE
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ 500
Professional Fees	27,000	21,000	26,740	8,500	-	-	-
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	-	-	-	-	-	1,000	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	-	-	-	-	-	76,500	-
Facility R & M	-	-	-	-	-	500	-
Rental Equipment	-	1,000	-	-	-	1,000	-
Advertising	-	-	-	300	-	-	-
Printing	-	350	-	-	-	60	-
Travel	-	22,000	-	-	250	-	250
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	1,000	4,400	-	-	-	950	-
Uniforms	-	2,550	-	-	1,360	-	1,700
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	6,000	-
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	10,000	-
<b>TOTAL</b>	<b>\$ 28,000</b>	<b>\$ 51,300</b>	<b>\$ 26,740</b>	<b>\$ 8,800</b>	<b>\$ 2,110</b>	<b>\$ 96,010</b>	<b>\$ 2,450</b>

<b>ACCOUNT DESCRIPTION</b>	<b>General Office Admin North Park</b>	<b>Park/ Greenway Employee Expenses</b>	<b>General Office Admin Rock Mill Park/ Greenway</b>	<b>Maintenance Employee Expenses</b>	<b>General Office Admin Park Maintenance</b>	<b>Parks Maintenance</b>	<b>Playground Maintenance</b>
	<b>6175GO</b>	<b>6180EE</b>	<b>6180GO</b>	<b>6205EE</b>	<b>6205GO</b>	<b>620516</b>	<b>620517</b>
Professional Development	\$ -	\$ 1,000	\$ -	\$ 750	\$ -	\$ -	\$ -
Professional Fees	-	-	-	-	500	-	-
Board Member Fees	-	-	-	-	-	-	-
Equipment R & M	500	-	1,000	-	500	30,309	-
Vehicle R & M	-	-	-	-	-	-	-
Grounds R & M	40,000	-	18,000	-	-	100,000	19,500
Facility R & M	500	-	1,500	-	-	106,500	-
Rental Equipment	4,900	-	4,600	-	5,500	2,000	-
Advertising	-	-	-	-	-	-	-
Printing	60	-	60	-	120	15,000	-
Travel	-	500	-	300	-	-	-
Maintenance Contracts	-	-	-	-	-	259,837	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	1,350	-	1,450	-	5,300	50,000	-
Uniforms	-	1,470	-	5,550	-	-	-
Utilities	-	-	-	-	-	-	-
Food/Meals	-	-	-	-	-	-	-
Small Equipment	18,500	-	2,000	-	500	5,300	2,000
IT Equipment Refresh	-	-	-	-	-	-	-
Non-Recurring	-	-	-	-	-	-	-
Promotions	-	-	-	-	-	-	-
Machinery	-	-	-	-	-	19,500	5,000
<b>TOTAL</b>	<b>\$ 65,810</b>	<b>\$ 2,970</b>	<b>\$ 28,610</b>	<b>\$ 6,600</b>	<b>\$ 12,420</b>	<b>\$ 588,446</b>	<b>\$ 26,500</b>

<b>ACCOUNT DESCRIPTION</b>	<b>Historical Preservation</b>
	<b>632126</b>
Professional Development	\$ -
Professional Fees	2,500
Board Member Fees	-
Equipment R & M	-
Vehicle R & M	-
Grounds R & M	-
Facility R & M	-
Rental Equipment	-
Advertising	-
Printing	-
Travel	-
Maintenance Contracts	-
IT Professional Services	-
General Supplies	1,000
Uniforms	-
Utilities	-
Food/Meals	-
Small Equipment	-
IT Equipment Refresh	-
Non-Recurring	-
Promotions	-
Machinery	-
<b>TOTAL</b>	<b>\$ 3,500</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

City of Alpharetta

Budget:

FY 2013

Statement:

Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
Admin Employee Expenses 6110EE	100 6110 521.10 00	Professional Development	ADMIN MISC DEVELOPMENT	200	200
			CHERRY PROFESSIONAL DEVELOPMENT	500	500
			CHERRY ASSOCIATION MEMBER FEES	210	210
			CRABAPPLE SUPERVISOR PROFESSIONAL DEVELOPMENT	150	150
			CRABAPPLE SUPERVISOR ASSOCIATION MEMBER FEES	75	75
			PERRY PROFESSIONAL DEVELOPMENT	500	500
			PERRY ASSOCIATION MEMBER FEES	210	210
			<b>subtotal</b>	<b>1,845</b>	<b>1,845</b>
	100 6110 523.50 00	Travel	SEMEXAN/BRADLEY/HEALY - MILEAGE	300	300
			CHERRY TRAVEL EXPENSES	1,000	1,000
			CHERRY LOCAL MILEAGE	100	100
			WEATHERS TRAVEL EXPENSES	400	400
			WEATHERS LOCAL MILEAGE	125	125
			PERRY TRAVEL EXPENSES	1,000	1,000
			PERRY LOCAL MILEAGE	100	100
			CITY REPS FOR MEETING WITH CAPRA	-	5,000
			SMITH LOCAL MILEAGE	300	200
					<b>subtotal</b>
	100 6110 531.17 00	Uniforms	STAFF SHIRTS	400	400
			<b>subtotal</b>	<b>400</b>	<b>400</b>
	100 6110 531.60 01	IT Equipment Refresh	WORKSTATION REPLACEMENT (5)	1,400	-
			CELL PHONE EQUIPMENT	-	4,880
<b>subtotal</b>			<b>1,400</b>	<b>4,880</b>	
<b>Total</b>				<b>\$ 6,970</b>	<b>\$ 15,350</b>
General Office Administration 6110GO	100 6110 521.10 00	Professional Development	TEAM BUILDING	400	400
			<b>subtotal</b>	<b>400</b>	<b>400</b>
	100 6110 521.20 00	Professional Fees	YEARLY GRPA COMMISSION/BOARD MEMBERSHIP	75	75
			ARCHITECTS/ENGINEERS	14,800	2,547
			GRPA AGENCY DUES	350	350
			FULTON COUNTY BOARD OF EDUCATION/FIELD RENTAL	1,700	1,700
			GRPA DISTRICT 7 DUES	50	50
			YEARLY AGENCY ACCREDITATION FEE & RE-ACCREDITATION	300	300
			GRM/RECORD STORAGE	746	746
			<b>subtotal</b>	<b>18,021</b>	<b>5,768</b>
	100 6110 521.40 00	Board Member Fees	MEETING PER MONTH	5,400	5,400
			<b>subtotal</b>	<b>5,400</b>	<b>5,400</b>
	100 6110 523.30 00	Advertising	REVUE, SPORTING KID, ANSWER BOOK, AES PTA, MHS PTA	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
	100 6110 523.40 00	Printing	LEISURE GUIDE & DESIGN FEES	14,500	10,500
MAPS, PLAQUES, ENVELOPES			1,000	1,000	
<b>subtotal</b>			<b>15,500</b>	<b>11,500</b>	
100 6110 523.85 01	Maintenance Contracts	POSTAGE MACHINE MAINTENANCE	1,600	1,600	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
			WATER COOLER MAINTENANCE	300	-
			<i>subtotal</i>	1,900	1,600
	100 6110 531.10 00	General Supplies	CULLIGAN WATER	400	-
			LAMINATING SUPPLIES	300	300
			SHREDDING	-	350
			OFFICE DEPOT & GENERAL SUPPLIES, TONER	3,100	2,500
			POSTAGE	6,000	4,500
			POSTAGE MACHINE SUPPLIES	500	200
			YEARLY BULK RENEWAL	165	165
			<i>subtotal</i>	10,465	8,015
	100 6110 531.30 00	Food/Meals	APPRECIATION/HOLIDAY/BUSINESS LUNCHES	1,400	1,200
			<i>subtotal</i>	1,400	1,200
		<b>Total</b>		<b>\$ 54,086</b>	<b>\$ 34,883</b>
Support Services 6110SS	100 6110 521.20 00	Professional Fees	BANK RELATED FEES	21,500	20,000
			<i>subtotal</i>	21,500	20,000
	100 6110 522.20 10	Equipment R & M	CALL BOX REPAIR	2,500	3,000
			General Repair/Maintenance (e.g. printers)	-	750
			<i>subtotal</i>	2,500	3,750
	100 6110 523.30 00	Advertising	RECRUITMENT ADVERTISING	1,500	1,500
			BID ADVERTISING	2,000	2,000
			<i>subtotal</i>	3,500	3,500
	100 6110 523.85 01	Maintenance Contracts	COFFEE SERVICE	4,244	4,244
			FILTERED WATER SERVICE	-	2,800
			COPIER MAINTENANCE ACC	1,425	1,425
			COPIER MAINTENANCE ADMIN, CRAB, WILLS PARK	2,075	2,075
			NEW COPIER WITH MAINTENANCE & CONSUMABLES SR CENTER	4,500	6,500
			JANITORIAL CONTRACT	2,864	2,864
			<i>subtotal</i>	15,108	19,908
	100 6110 523.90 00	IT Professional Services	CISCO NETWORK TECHNICAL SUPPORT	3,897	4,429
			DEVELOPER LICENSE FOR MDM	-	11
			LINK BALANCER	-	179
			INTRUSION DETECTION	-	224
			CITY ENTERPRISE DATA MANAGEMENT	-	2,691
			AD AUDIT	-	202
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	1,121	-
			ANTI-VIRUS SOFTWARE MAINTENANCE/RENEWAL	324	561
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP	256	269
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE	570	673
			WORKSTATION DEFRAGMENTOR SOFTWARE	437	505
			DISASTER RECOVERY EMAIL MGMT SOFTWARE	1,899	1,906
			CITYWIDE MICROSOFT LICENSING	11,023	11,656
			EMAIL ARCHIVING SOFTWARE MAINTENANCE/RENEWAL	416	-
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE	4,428	5,214
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL	628	664
			BLACKBERRY SERVER MAINTENANCE/RENEWAL	161	-
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	112	123
			EMAIL FILTERING SERVICES	1,211	1,346
			WEB FILTERING SERVICES	373	673

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
			IP MONITORING SOFTWARE MAINTENANCE/RENEWAL	67	112
			NETWORK MONITORING SOFTWARE MAINTENANCE/RENEWAL	168	168
			TELEPHONE WIRING SERVICES	1,121	1,121
			NETWORK CONSULTING SERVICES	2,242	2,243
			CISCO NETWORK SUPPORT SERVICES	3,363	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	177	157
			WEBSITE OUTAGE MONITORING SERVICE	19	56
			GIS PARCEL BUILDING SOFTWARE	988	988
			TELEPHONY SUPPORT SERVICES	4,484	449
			PHONE EQUIPMENT MAINTENANCE & SUPPORT	2,680	897
			VMWARE ENVIRONMENT TECHNICAL SUPPORT	392	449
			WORKSTATION/SERVER BACKUP & DISASTER RECOVERY OF	112	-
			VIRTUAL SERVER LICENSING & SUPPORT	617	2,939
			EMPLOYEE SELF SERVICE SOFTWARE MAINTENANCE/RENEWAL	211	168
			ENTERPRISE LICENSING FOR PASSWORD MANAGEMENT	280	280
			CITY INTERNET CIRCUIT CONNECTION	2,657	4,306
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	337	368
			REC & PARK APPLICATION MANAGEMENT SOFTWARE MAINTENANCE	6,375	6,375
			DSL CONNECTIVITY	2,275	-
			GREENWAY CALLBOX SERVICES	2,154	2,200
			MOBILE DATA MANAGEMENT	-	40
			PHONE/INTERNET SERVICE FOR MANSELL HOUSE	-	2,300
			ADOBE SOFTWARE LICENSES	900	-
			PAYPHONE SERVICE	4,488	5,000
			JAVA WEBAPP DEPLOYMENT SOFTWARE MAINTENANCE & SUPPORT	140	140
			HISTORICAL PRESERVATION ARCHIVING SOFTWARE LICENSE	424	433
			VOICE/DATA CIRCUIT SERVICE	14,657	25,445
			LONG DISTANCE SERVICE	170	303
			CELL PHONE SERVICE	16,068	16,900
			DATA CARD SERVICE	1,369	1,390
			<b>subtotal</b>	<b>95,791</b>	<b>106,553</b>
100	6110 531.20 00	Utilities	BFI WASTE	32,703	40,000
			FULTON COUNTY WATER	95,000	110,000
			GEORGIA POWER	420,000	428,788
			INFINITE ENERGY/NATURAL GAS	30,000	30,000
			SATELLITE/CABLE SERVICE	-	1,000
			YMCA WATER REIMBURSEMENT	5,212	5,212
			<b>subtotal</b>	<b>582,915</b>	<b>615,000</b>
100	6110 531.60 00	Small Equipment	PRINTER REPAIR	673	-
			CELL PHONE EQUIPMENT	5,700	-
			<b>subtotal</b>	<b>6,373</b>	<b>-</b>
100	6110 542.10 00	Machinery & Equipment	SERVER REPLACEMENT & OTHER HARDWARE	8,000	-
			<b>subtotal</b>	<b>8,000</b>	<b>-</b>
<b>Total</b>				<b>\$ 735,687</b>	<b>\$ 768,711</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013		
				Budget	Recommended Budget		
Fleet Activity 6110FL	100 6110 522.20 20	Vehicle R & M	CAR WASHES, ETC.	1,000	1,000		
			BATTERIES, LIGHTS, WIPER BLADES, ETC.	500	500		
			BODY, INTERIOR REPAIRS	3,000	3,000		
			FUEL	34,116	45,500		
			PMA'S AND REPAIRS	20,000	20,000		
			TIRES	5,000	5,000		
			<b>subtotal</b>	<b>63,616</b>	<b>75,000</b>		
<b>Total</b>				<b>\$ 63,616</b>	<b>\$ 75,000</b>		
Aquatics Employee Expenses 6124EE	100 6110 521.10 00	Professional Development	AQUATICS PROFESSIONAL DEVELOPMENT	2,000	2,000		
			<b>subtotal</b>			<b>2,000</b>	<b>2,000</b>
			100 6110 531.17 00	Uniforms	SEASONAL - FIRST AID FANNY PACKS/WHISTLES	150	150
					SEASONAL - GUARD SUITS	2,250	2,250
					SEASONAL - HATS	200	200
SEASONAL - STAFF SHIRTS	1,300	800					
			<b>subtotal</b>	<b>3,900</b>	<b>3,400</b>		
<b>Total</b>				<b>\$ 5,900</b>	<b>\$ 5,400</b>		
General Office Admin Aquatics 6124GO	100 6110 523.40 00	Printing	POOL HOLDER PACKETS, POOL PASSES	500	500		
			POOL OPERATIONS MANUALS	250	250		
			<b>subtotal</b>			<b>750</b>	<b>750</b>
			100 6110 531.10 00	General Supplies	GENERAL FIRST AID SUPPLIES	1,020	1,020
					OFFICE SUPPLIES FOR POOL OPERATIONS	750	750
INSECT REPELLENT	1,500	1,500					
POOL PERMITS	408	408					
		POSTAGE	100	100			
			<b>subtotal</b>	<b>3,778</b>	<b>3,778</b>		
<b>Total</b>				<b>\$ 4,528</b>	<b>\$ 4,528</b>		
Pool Operations 612411	100 6110 522.20 10	Equipment R & M	BOILER ROOM INSPECTION	400	2,300		
			PUMP REPAIRS	2,000	1,500		
			VACUUM REPAIRS AND BAGS	200	200		
			<b>subtotal</b>			<b>2,600</b>	<b>4,000</b>
			100 6110 522.20 50	Facility R & M	ELECTRICAL REPAIRS	500	500
POOL DECK AND BLDG REPAIRS	1,000	1,000					
<b>subtotal</b>					<b>1,500</b>	<b>1,500</b>	
100 6110 523.40 00	Printing	NEW SIGNS AND SIGN REPLACEMENTS	200	200			
			<b>subtotal</b>	<b>200</b>	<b>200</b>		
100 6110 531.10 00	General Supplies	LIQUID CHLORINE	10,000	10,000			
		OTHER CHEMICALS	8,000	8,000			
		<b>subtotal</b>			<b>18,000</b>	<b>18,000</b>	
100 6110 542.10 00	Machinery & Equipment	ADA LIFT FOR THE POOL - ADA REGULATIONS REQUIREMENT	4,500	-			
		INSTALL RAMP INTO BABY POOL	2,500	-			
		<b>subtotal</b>			<b>7,000</b>	<b>-</b>	
<b>Total</b>				<b>\$ 29,300</b>	<b>\$ 23,700</b>		
Special Events 612412	100 6110 521.20 00	Professional Fees	DJ FOR POOL PARTIES	500	500		
			MOVIE VENDOR FOR DIVE IN	1,500	1,500		
			<b>subtotal</b>			<b>2,000</b>	<b>2,000</b>
			100 6110 531.10 00	General Supplies	DECORATIONS FOR THEME PARTIES	500	500
DOOR PRIZES	250	250					
<b>subtotal</b>					<b>750</b>	<b>750</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 6110 531.30 00	Food/Meals	REFRESHMENTS	1,000	1,000
			<i>subtotal</i>	1,000	1,000
		<b>Total</b>		<b>\$ 3,750</b>	<b>\$ 3,750</b>
<b>Swim Team 612413</b>	100 6110 521.20 00	Professional Fees	SWIM COACH FEES	12,000	11,000
			SWIM COACH FEES COAST TEAM	2,040	2,000
			<i>subtotal</i>	14,040	13,000
	100 6110 531.10 00	General Supplies	MEET FEES AND PARTICIPANT RIBBONS	6,528	5,500
			<i>subtotal</i>	6,528	5,500
	100 6110 531.17 00	Uniforms	COAST SWIM CAPS	612	350
			COAST T-SHIRTS		500
			SHARKS T-SHIRTS	1,377	1,500
			SHARKS SWIM CAPS	1,750	1,490
			<i>subtotal</i>	3,739	3,840
		<b>Total</b>		<b>\$ 24,307</b>	<b>\$ 22,340</b>
<b>Swimming Lessons 612414</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES FOR SWIM LESSONS	25,000	23,500
			<i>subtotal</i>	25,000	23,500
	100 6110 531.10 00	General Supplies	SWIM LESSON EQUIPMENT	200	200
			<i>subtotal</i>	200	200
		<b>Total</b>		<b>\$ 25,200</b>	<b>\$ 23,700</b>
<b>Fitness Programs 612415</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES (Aqua Zumba, Water Aerobics)	-	1,200
			<i>subtotal</i>	-	1,200
		<b>Total</b>		<b>\$ -</b>	<b>\$ 1,200</b>
<b>Athletics Employee Expenses 6130EE</b>	100 6110 521.10 00	Professional Development	ATHLETICS PROFESSIONAL DEVELOPMENT	500	500
			<i>subtotal</i>	500	500
	100 6110 523.50 00	Travel	ATHLETICS TRAVEL	1,000	1,000
			<i>subtotal</i>	1,000	1,000
	100 6110 531.17 00	Uniforms	SEASONAL - STAFF SHIRTS	500	500
			<i>subtotal</i>	500	500
		<b>Total</b>		<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>General Office Admin Athletics 6130GO</b>	100 6110 522.20 50	Facility R & M	ACGC GYM FLOOR	1,200	1,200
			<i>subtotal</i>	1,200	1,200
	100 6110 523.40 00	Printing	BANNERS, SIGNS, ENVELOPES	350	750
			<i>subtotal</i>	350	750
	100 6110 523.85 01	Maintenance Contracts	Eteamz web hosting - arpdathletics.org	800	800
			<i>subtotal</i>	800	800
	100 6110 531.10 00	General Supplies	GENERAL OFFICE SUPPLIES, TONER	3,000	3,000
			POSTAGE	600	600
			<i>subtotal</i>	3,600	3,600
		<b>Total</b>		<b>\$ 5,950</b>	<b>\$ 6,350</b>
<b>Athletics Basketball 613010</b>	100 6110 521.20 00	Professional Fees	OFFICIALS FOR 2 SEASONS	4,500	4,900
			<i>subtotal</i>	4,500	4,900
	100 6110 531.10 00	General Supplies	PLAYER AWARDS AND T-SHIRTS	600	600
			<i>subtotal</i>	600	600
		<b>Total</b>		<b>\$ 5,100</b>	<b>\$ 5,500</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
Youth/Teen Basketball 613011	100 6110 521.20 00	Professional Fees	COACH CERTIFICATION FEES	1,500	1,500
			OFFICIALS FOR TEEN LEAGUES	5,000	5,000
			OFFICIALS FOR YOUTH BASKETBALL LEAGUE	17,000	17,000
			PLAYER DEVELOPMENT CLINICS	1,000	1,000
			<b>subtotal</b>	<b>24,500</b>	<b>24,500</b>
	100 6110 531.10 00	General Supplies	PLAYER AWARDS	4,500	4,500
			<b>subtotal</b>	<b>4,500</b>	<b>4,500</b>
	100 6110 531.17 00	Uniforms	UNIFORMS FOR TEEN LEAGUES	1,734	3,000
			UNIFORMS FOR YOUTH LEAGUE	20,000	20,000
			<b>subtotal</b>	<b>21,734</b>	<b>23,000</b>
100 6110 531.60 00	Small Equipment	BASKETBALL EQUIPMENT	1,000	1,000	
		<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>	
		<b>Total</b>	<b>\$ 51,734</b>	<b>\$ 53,000</b>	
Athletic - Lacrosse 613012	100 6110 521.20 00	Professional Fees	OFFICIALS	7,000	7,000
			GYLA TOURNAMENT FEES	7,000	7,000
			PLAYER DEVELOPMENT CLINICS	-	-
			<b>subtotal</b>	<b>14,000</b>	<b>14,000</b>
	100 6110 531.10 00	General Supplies	PLAYER AWARDS	1,200	1,200
			<b>subtotal</b>	<b>1,200</b>	<b>1,200</b>
	100 6110 531.17 00	Uniforms	PLAYER UNIFORMS	6,800	6,800
			<b>subtotal</b>	<b>6,800</b>	<b>6,800</b>
	100 6110 531.60 00	Small Equipment	LACROSSE BALLS, NETS AND GOALIE EQUIPMENT	1,500	1,500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
		<b>Total</b>	<b>\$ 23,500</b>	<b>\$ 23,500</b>	
Athletics - Roller Hockey 613013 (Program discontinued)	100 6110 521.20 00	Professional Fees	OFFICIALS FOR ADULT LEAGUES	4,500	-
			OFFICIALS FOR YOUTH LEAGUES	4,250	-
			<b>subtotal</b>	<b>8,750</b>	<b>-</b>
	100 6110 531.10 00	General Supplies	PLAYER AWARD AND T-SHIRTS (ADULTS)	500	-
			PLAYER AWARDS FOR YOUTH	1,250	-
			<b>subtotal</b>	<b>1,750</b>	<b>-</b>
	100 6110 531.17 00	Uniforms	PLAYER UNIFORMS	3,100	-
			<b>subtotal</b>	<b>3,100</b>	<b>-</b>
	100 6110 531.60 00	Small Equipment	ROLLER HOCKEY EQUIPMENT (PUCKS/STICKS/NETS/GOALIE)	500	-
			<b>subtotal</b>	<b>500</b>	<b>-</b>
		<b>Total</b>	<b>\$ 14,100</b>	<b>\$ -</b>	
Athletics - Soccer 613014	100 6110 521.10 00	Professional Development	COACH CERTIFICATION FEES	800	800
			<b>subtotal</b>	<b>800</b>	<b>800</b>
	100 6110 521.20 00	Professional Fees	DEVELOPMENTAL TRAINING PROGRAM	2,000	2,000
			OFFICIALS FOR REC LEAGUE	20,000	20,000
			DIRECTOR OF COACHING FEES	30,000	35,000
			OFFICIALS FOR SELECT LEAGUES	25,000	24,000
			PLAYER LEAGUE FEES	18,360	18,158
			<b>subtotal</b>	<b>95,360</b>	<b>99,158</b>
	100 6110 531.10 00	General Supplies	PLAYER AWARD FOR REC LEAGUES	3,200	3,200
			<b>subtotal</b>	<b>3,200</b>	<b>3,200</b>
100 6110 531.17 00	Uniforms	PLAYER UNIFORMS FOR REC LEAGUES	14,000	14,000	
		<b>subtotal</b>	<b>14,000</b>	<b>14,000</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
	100 6110 531.60 00	Small Equipment	GOALS - 1 FULL SIZE & U10, PLUS NETS	2,000	2,000
			<i>subtotal</i>	2,000	2,000
<b>Athletics - Softball 613015</b>		<b>Total</b>		<b>\$ 115,360</b>	<b>\$ 119,158</b>
	100 6110 521.20 00	Professional Fees	UMPIRES FOR ALL LEAGUES	60,000	55,600
			<i>subtotal</i>	60,000	55,600
	100 6110 531.10 00	General Supplies	FIRST AID SUPPLIES	200	200
			PLAYER AWARDS FOR TOURNAMENT WINNERS	4,500	4,500
			PLAYER SHIRTS	500	500
			<i>subtotal</i>	5,200	5,200
		<b>Total</b>		<b>\$ 65,200</b>	<b>\$ 60,800</b>
<b>Athletics - Baseball 613017 (Beginning Spring 2012, Youth Baseball offered by Alpharetta Youth Baseball Assn)</b>	100 6110 521.20 00	Professional Fees	UMPIRES FOR REC LEAGUES	16,000	-
			TRAVEL TEAMS LEAGUE FEES & ASSOCIATION FEES	1,800	-
			UMPIRES FOR TRAVEL LEAGUES	12,000	-
			<i>subtotal</i>	29,800	-
	100 6110 531.10 00	General Supplies	FIRST AID SUPPLIES	200	-
			PLAYER AWARDS	2,500	-
			<i>subtotal</i>	2,700	-
	100 6110 531.17 00	Uniforms	UNIFORMS FOR REC LEAGUE	15,000	-
			<i>subtotal</i>	15,000	-
	100 6110 531.60 00	Small Equipment	BASEBALL EQUIPMENT (BALLS, TEES, L-SCREEN, ETC.)	2,000	-
			<i>subtotal</i>	2,000	-
		<b>Total</b>		<b>\$ 49,500</b>	<b>\$ -</b>
<b>Athletics - Adult Volleyball 613023</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR/OFFICIALS FEES	1,500	1,400
			<i>subtotal</i>	1,500	1,400
	100 6110 531.10 00	General Supplies	MISCELLANEOUS SUPPLIES	500	500
			<i>subtotal</i>	500	500
		<b>Total</b>		<b>\$ 2,000</b>	<b>\$ 1,900</b>
<b>Arts Employee Expenses 6135EE</b>	100 6110 521.10 00	Professional Development	ARTS PROFESSIONAL DEVELOPMENT	275	275
			<i>subtotal</i>	275	275
	100 6110 523.50 00	Travel	ARTS TRAVEL	250	250
			<i>subtotal</i>	250	250
	100 6110 531.17 00	Uniforms	SEASONAL STAFF SHIRTS	50	50
			<i>subtotal</i>	50	50
		<b>Total</b>		<b>\$ 575</b>	<b>\$ 575</b>
<b>General Office Administration Cultural Arts 6135GO</b>	100 6110 531.10 00	General Supplies	GENERAL OFFICE SUPPLIES	500	500
			<i>subtotal</i>	500	500
	100 6110 542.10 00	Machinery & Equipment	KILN REPAIR	500	500
			<i>subtotal</i>	500	500
		<b>Total</b>		<b>1,000</b>	<b>1,000</b>
<b>Cultural Arts - Art Camp 613511</b>	100 6110 521.20 00	Professional Fees	GUESTS ARTISTS	3,000	2,800
			<i>subtotal</i>	3,000	2,800
	100 6110 531.10 00	General Supplies	SIX WEEKS OF CAMP SUPPLIES	4,500	4,500
			<i>subtotal</i>	4,500	4,500
	100 6110 531.17 00	Uniforms	STAFF SHIRTS	300	300
			<i>subtotal</i>	300	300
		<b>Total</b>		<b>7,800</b>	<b>7,600</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
<b>Fall Arts Program</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	9,500	15,300
<b>613514</b>			<i>subtotal</i>	9,500	15,300
(Beginning FY2013, combine	100 6110 531.10 00	General Supplies	ART SUPPLIES PAINT, BRUSHES	750	750
Fall, Winter, & Spring Art			<i>subtotal</i>	750	750
Programs into one Project)		<b>Total</b>		<b>\$ 10,250</b>	<b>\$ 16,050</b>
<b>Special Events</b>	100 6110 521.20 00	Professional Fees	ENTERTAINMENT (CHILDREN'S FESTIVAL, ART SHOWS)	7,500	7,000
<b>613515</b>			<i>subtotal</i>	7,500	7,000
	100 6110 531.10 00	General Supplies	ARTS & CRAFTS SUPPLIES	300	300
			<i>subtotal</i>	300	300
		<b>Total</b>		<b>\$ 7,800</b>	<b>\$ 7,300</b>
<b>Fitness Programs</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	6,000	5,600
<b>613516</b>			<i>subtotal</i>	6,000	5,600
		<b>Total</b>		<b>\$ 6,000</b>	<b>\$ 5,600</b>
<b>Spring Arts Program</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	3,825	-
<b>613517</b>			<i>subtotal</i>	3,825	-
(funding moved to 613514)		<b>Total</b>		<b>\$ 3,825</b>	<b>\$ -</b>
<b>Winter Arts Program</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	4,000	-
<b>613518</b>			<i>subtotal</i>	4,000	-
(funding moved to 613514)		<b>Total</b>		<b>\$ 4,000</b>	<b>\$ -</b>
<b>City Band</b>	100 6110 521.20 00	Professional Fees	CONDUCTOR FEES	3,000	2,800
<b>613520</b>			<i>subtotal</i>	3,000	2,800
		<b>Total</b>		<b>\$ 3,000</b>	<b>\$ 2,800</b>
<b>Comm Center Employee Expenses</b>	100 6110 521.10 00	Professional Development	COMM CENTER PROFESSIONAL DEVELOPMENT	1,600	1,600
<b>6140EE</b>			<i>subtotal</i>	1,600	1,600
	100 6110 523.50 00	Travel	COMM CENTER TRAVEL	1,600	1,600
			<i>subtotal</i>	1,600	1,600
	100 6110 531.17 00	Uniforms	STAFF/FACILITY SHIRTS	250	250
			SEASONAL STAFF SHIRTS	300	300
			<i>subtotal</i>	550	550
	100 6110 531.60 01	IT Equipment Refresh	WORKSTATION REPLACEMENT	2,800	-
			<i>subtotal</i>	2,800	-
<b>General Office Admin Comm</b>		<b>Total</b>		<b>\$ 6,550</b>	<b>\$ 3,750</b>
<b>Center</b>	100 6110 522.20 10	Equipment R & M	AALCO BASKETBALL GOAL	1,200	3,000
<b>6140GO</b>			COMMUNICATIONS AND ENTERTAINMENT SOUND SYSTEM	300	600
			CRIME PREVENTION TECHNOLOGIES	750	750
			STANLEY ACCESS TECHNOLOGIES AUTOMATIC DOOR	400	1,000
			<i>subtotal</i>	2,650	5,350
	100 6110 522.20 50	Facility R & M	DANCE ROOM FLOOR REFINISHING	1,430	1,430
			CARPET CLEANING FOR GYMNASIICS ROOM	786	2,000
			GYM FLOOR REFINISH	2,315	2,315
			GROUT CLEAN AND SEAL IN RESTROOMS	850	-
			PAINT LOBBY, CONFERENCE ROOM, GYM 2, & OFFICE	-	4,220
			STRIP/WAX ALL TILE FLOORS	2,279	1,800
			<i>subtotal</i>	7,660	11,765
	100 6110 522.32 00	Rental Equipment	HYDRAULIC LIFT (CHANGE LIGHT BULBS)	-	-
			<i>subtotal</i>	-	-
	100 6110 523.40 00	Printing	ENVELOPES, BUSINESS CARDS	500	500
			<i>subtotal</i>	500	500

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
	100 6110 523.85 01	Maintenance Contracts	WATER COOLER LEASE	850	-
			<i>subtotal</i>	850	-
	100 6110 531.10 00	General Supplies	FIRST AID SUPPLIES	510	510
			OFFICE SUPPLIES, TONER	5,000	5,000
			POSTAGE	1,000	1,000
			<i>subtotal</i>	6,510	6,510
	100 6110 531.60 00	Small Equipment	REPLACEMENT FOLDING TABLES	300	300
			REPLACEMENT GYMNASTICS SMALL EQUIPMENT/MATS/PIT CUBES	2,350	3,815
			REPLACE GYMNASTICS COMPETITION CARPET	-	4,410
			REPLACE VOLLEYBALLS AND BALL CART	710	580
			DIRECT TV FEES	1,000	-
			<i>subtotal</i>	4,360	9,105
		<b>Total</b>		<b>\$ 22,530</b>	<b>\$ 33,230</b>
<b>Special Events 614010</b>	100 6110 521.20 00	Professional Fees	ENTERTAINMENT (FATHER/DAUGHTER DAY)	-	-
			ENTERTAINMENT (COOKIES WITH CLAUSES)	1,000	900
			DISC JOCKEY (FATHER/DAUGHTER, COOKIES W/CLAUSES, OSD)	600	600
			<i>subtotal</i>	1,600	1,500
	100 6110 522.32 00	Rental Equipment	RENTAL OF CHAIRS/TABLES FOR F/D DANCE	900	900
			<i>subtotal</i>	900	900
	100 6110 531.10 00	General Supplies	EVENT AWARDS (OLD SOLDIERS DAY RACE)	1,100	1,100
			RACE MANAGEMENT AND FINISH LINE	2,142	2,142
			DECORATIONS (COOKIES WITH CLAUSES)	325	325
			DECORATE A PUMPKIN (PAINT, GLITTER, MARKERS, OTHER MATERIAL)	325	-
			DECORATIONS FOR F/D DANCE	500	500
			PHOTOGRAPHER FOR F/D DANCE	500	600
			<i>subtotal</i>	4,892	4,667
	100 6110 531.30 00	Food/Meals	WATER AND OTHER FOOD (OLD SOLDIERS DAY RACE)	250	250
			FOOD FOR COOKIES WITH CLAUSES	150	150
			FOOD FOR MOTHER/SON EVENT (OCTOBER)	150	475
			FOOD FOR F/D DANCE	900	900
			<i>subtotal</i>	1,450	1,775
	100 6110 533.10 00	Promotions	EVENT T-SHIRTS	4,080	4,080
			<i>subtotal</i>	4,080	4,080
		<b>Total</b>		<b>\$ 12,922</b>	<b>\$ 12,922</b>
<b>Gymnastics 614015</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FOR ALL GYMNASTICS - RELATED PROGRAMS	180,000	150,000
			<i>subtotal</i>	180,000	150,000
		<b>Total</b>		<b>\$ 180,000</b>	<b>\$ 150,000</b>
<b>Instructional Sports 614017</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR COSTS	30,000	26,000
			<i>subtotal</i>	30,000	26,000
		<b>Total</b>		<b>30,000</b>	<b>26,000</b>
<b>Performing Arts Program 614022</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR COST FOR YOUTH \$45,000/ADULT \$3000	48,000	35,000
			<i>subtotal</i>	48,000	35,000
	100 6110 522.32 00	Rental Equipment	RENTAL AND TECHNICIANS FEES FOR DANCE RECITAL	4,000	4,000
			<i>subtotal</i>	4,000	4,000
	100 6110 531.10 00	General Supplies	RECITAL SUPPLIES	500	500
			<i>subtotal</i>	500	500
		<b>Total</b>		<b>52,500</b>	<b>39,500</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
SporTykes 614024	100 6110 521.20 00	Professional Fees	INSTRUCTOR COSTS	25,000	20,000
			<i>subtotal</i>	25,000	20,000
<b>Total</b>				<b>\$ 25,000</b>	<b>\$ 20,000</b>
Special Needs Programs 614026	100 6110 521.20 00	Professional Fees	8 FIELD TRIPS INCLUDING ADMISSION	3,000	2,800
			JANITORIAL SERVICES AT MANNING OAKS ELEMENTARY		
			FACILITY FEES (LIONHEART SCHOOL) SEEKING GRANT FUNDING	4,000	4,000
			<i>subtotal</i>	7,000	6,800
	100 6110 523.50 00	Travel	LEASED BUS WITH AC FOR CAMP (SEEKING GRANT FUNDING FOR THI	8,000	8,000
		<i>subtotal</i>	8,000	8,000	
100 6110 531.10 00	General Supplies	SUPPLIES FOR 8 WEEKS OF CAMP	3,000	3,000	
		CAMPER SHIRTS	600	600	
		<i>subtotal</i>	3,600	3,600	
<b>Total</b>				<b>\$ 18,600</b>	<b>\$ 18,400</b>
Adult Activity Center Expenses 6145EE	100 6110 521.10 00	Professional Development	ADULT ACTIVITY CENTER PROFESSIONAL DEVELOPMENT	400	400
			<i>subtotal</i>	400	400
	100 6110 523.50 00	Travel	ADULT ACTIVITY CENTER TRAVEL	2,000	2,000
			<i>subtotal</i>	2,000	2,000
100 6110 531.17 00	Uniforms	STAFF SHIRTS (FOR FACILITY TECHNICIAN)	-	100	
		WORK BOOTS	125	125	
		WORK PANTS	125	125	
		SEASONAL STAFF SHIRTS (BUS DRIVERS & FACILITY STAFF)	450	450	
		<i>subtotal</i>	700	800	
100 6110 531.60 00	Small Equipment	FITNESS EQUIPMENT (RECUMBENT BIKE, ELLIPTICAL, TREADMILL)	12,600	6,000	
		<i>subtotal</i>	12,600	6,000	
<b>Total</b>				<b>\$ 15,700</b>	<b>\$ 9,200</b>
Gen Ofc Admin Adult Activity Center 6145GO	100 6110 522.20 10	Equipment R & M	REPAIR ICE MACHINE	-	700
			KILN REPAIRS	700	1,000
			<i>subtotal</i>	700	1,700
	100 6110 522.20 50	Facility R & M	CARPET CLEANING	300	300
			<i>subtotal</i>	300	300
	100 6110 523.40 00	Printing	BUSINESS CARDS AND ENVELOPES	100	500
			<i>subtotal</i>	100	500
	100 6110 523.85 01	Maintenance Contracts	WATER COOLER MAINTENANCE	300	-
			<i>subtotal</i>	300	-
100 6110 531.10 00	General Supplies	OFFICE SUPPLIES, NAME BADGES, FILM, FIRST AID	3,175	3,175	
		POSTAGE	1,800	1,800	
		PRINTER AND COPIER TONER	500	1,500	
		<i>subtotal</i>	5,475	6,475	
<b>Total</b>				<b>\$ 6,875</b>	<b>\$ 8,975</b>
Special Events 614510	100 6110 521.20 00	Professional Fees	SANTA AND MRS. CLAUS	300	500
			MAGICIAN OR FACE PAINTER (BREAKFAST WITH SANTA)	300	300
			MAGICIAN/FACE PAINTER (EASTER EGG HUNT)	300	-
			<i>subtotal</i>	900	800
	100 6110 523.40 00	Printing	EVENT SIGNAGE	-	150
			<i>subtotal</i>	-	150

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 6110 531.10 00	General Supplies	GAMES, PRIZES, EGGS (EGG HUNT)	900	1,000
			BREAKFAST WITH SANTA GIVEAWAYS	-	200
			PLASTIC EGGS	500	
			<b>subtotal</b>	<b>1,400</b>	<b>1,200</b>
	100 6110 531.30 00	Food/Meals	BREAKFAST WITH THE CLAUSES	150	300
			<b>subtotal</b>	<b>150</b>	<b>300</b>
		<b>Total</b>		<b>\$ 2,450</b>	<b>\$ 2,450</b>
<b>Computer Classes 614514</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES - will not offer this anymore	1,000	-
(Computer Lab converted to Fitness Center - no classes will be offered)			<b>subtotal</b>	<b>1,000</b>	<b>-</b>
		<b>Total</b>		<b>\$ 1,000</b>	<b>\$ -</b>
<b>Tennis 614515</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	17,000	16,000
			<b>subtotal</b>	<b>17,000</b>	<b>16,000</b>
	100 6110 531.10 00	General Supplies	Tennis/General Supplies (nets, balls, junior rackets, etc.)	750	750
			<b>subtotal</b>	<b>750</b>	<b>750</b>
		<b>Total</b>		<b>\$ 17,750</b>	<b>\$ 16,750</b>
<b>Arts &amp; Crafts Program 614516</b>	100 6110 531.10 00	General Supplies	CERAMIC SUPPLIES	500	500
			STAIN GLASS SUPPLIES	500	500
			WOODWORK	500	500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
		<b>Total</b>		<b>\$ 1,500</b>	<b>\$ 1,500</b>
<b>Fitness Program 614517</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES (EXERCISE AND WATER AEROBICS)	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
		<b>Total</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Equestrian Employee Expenses 6150EE</b>	100 6110 521.10 00	Professional Development	CASEY PROFESSIONAL DEVELOPMENT	900	900
			<b>subtotal</b>	<b>900</b>	<b>900</b>
	100 6110 523.50 00	Travel	CASEY TRAVEL EXPENSES	1,000	1,000
			<b>subtotal</b>	<b>1,000</b>	<b>1,000</b>
	100 6110 531.17 00	Uniforms	STANDARD UNIFORMS, SAFETY SHOES, AND ACCESSORIES	1,500	1,500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
		<b>Total</b>		<b>\$ 3,400</b>	<b>\$ 3,400</b>
<b>Gen Ofc Admin Equestrian Center 6150GO</b>	100 6110 521.20 00	Professional Fees	STABLE LICENSE	400	400
			<b>subtotal</b>	<b>400</b>	<b>400</b>
	100 6110 523.85 01	Maintenance Contracts	WATER COOLER MAINTENANCE	350	-
			<b>subtotal</b>	<b>350</b>	<b>-</b>
	100 6110 531.10 00	General Supplies	GENERAL OFFICE SUPPLIES	250	250
			<b>subtotal</b>	<b>250</b>	<b>250</b>
		<b>Total</b>		<b>\$ 1,000</b>	<b>\$ 650</b>
<b>Equestrian Center Activities 615011</b>	100 6110 522.20 10	Equipment R & M	REPAIRS TO FREEZERS/REFRIGERATORS	1,000	3,000
			FUEL	1,000	4,000
			PMA'S REPAIRS TO GATOR AND GOLF CART	1,200	1,000
			REPAIRS TO ARENA DRAGS AND HAND EQUIPMENT	2,000	2,000
			JUMP REPAIRS	2,000	1,500
			REPAIRS TO PA SYSTEM OF OFFICES, BARNS, RINGS	1,500	2,000
			<b>subtotal</b>	<b>8,700</b>	<b>13,500</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
Stall Maintenance 615016	100 6110 522.20 40	Grounds R & M	EQUESTRIAN CENTER GROUNDS R & M AND FENCE REPAIR	30,000	25,000
			<i>subtotal</i>	30,000	25,000
	100 6110 522.20 50	Facility R & M	POLE REPLACEMENT ON BARN	500	500
			<i>subtotal</i>	500	500
	100 6110 522.32 00	Rental Equipment	RENTAL OF PA SYSTEM	250	250
			<i>subtotal</i>	250	250
	100 6110 531.60 00	Small Equipment	MISC HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS	1,000	1,000
			GATOR/UTILITY VEHICLE	-	9,500
			<i>subtotal</i>	1,000	10,500
			<b>Total</b>	<b>\$ 40,450</b>	<b>\$ 49,750</b>
Stall Maintenance 615016	100 6110 522.20 40	Grounds R & M	STALL MAINTENANCE GROUND R & M	2,000	2,000
			<i>subtotal</i>	2,000	2,000
	100 6110 523.85 01	Maintenance Contracts	SHAVINGS, MANURE REMOVAL	125,000	115,000
			<i>subtotal</i>	125,000	115,000
	100 6110 531.10 00	General Supplies	SHAVINGS	90,000	90,000
		<i>subtotal</i>	90,000	90,000	
		<b>Total</b>	<b>\$ 217,000</b>	<b>\$ 207,000</b>	
Wills Park Rec Center Employee Expenses 6155EE	100 6110 521.10 00	Professional Development	WILLS PARK PROFESSIONAL DEVELOPMENT	400	400
			<i>subtotal</i>	400	400
	100 6110 523.50 00	Travel	WILLS PARK TRAVEL	400	400
			<i>subtotal</i>	400	400
	100 6110 531.17 00	Uniforms	STAFF SHIRTS (INCLUDING FACILITY TECH UNIFORM ALLOWANCE)	550	550
		DAY CAMP STAFF SHIRTS	1,200	1,200	
		SEASONAL BACK PACKS	500	500	
		<i>subtotal</i>	2,250	2,250	
100 6110 531.60 01	IT Equipment Refresh	WORKSTATION REPLACEMENT (1)	2,800	-	
		<i>subtotal</i>	2,800	-	
		<b>Total</b>	<b>\$ 5,850</b>	<b>\$ 3,050</b>	
General Office Admin Wills Park 6155GO	100 6110 522.20 50	Facility R & M	GYM FLOOR REFINISH	2,500	2,500
			MULTI PURPOSE ROOM REFINISHING	1,000	1,000
			PAINTING OF INSIDE STAIRWAY RAILS	2,000	2,000
			<i>subtotal</i>	5,500	5,500
	100 6110 523.40 00	Printing	ENVELOPES, BUSINESS CARDS	150	350
			<i>subtotal</i>	150	350
	100 6110 523.85 01	Maintenance Contracts	WATER COOLER MAINTENANCE	408	-
			<i>subtotal</i>	408	-
	100 6110 531.10 00	General Supplies	BASKETBALL, PING PONG, FOOSEBALL, POOL EQUIPMENT	250	250
			BREAKROOM SUPPLIES	400	400
			JANITORIAL SUPPLIES	200	200
			MEDICAL SUPPLIES	500	500
			TONERS	200	200
			POSTAGE	200	200
			OFFICE SUPPLIES	2,600	2,600
		<i>subtotal</i>	4,350	4,350	
		<b>Total</b>	<b>\$ 10,408</b>	<b>\$ 10,200</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2013	
				FY 2012 Adopted Budget	Recommended Budget
<b>Special Events 615511</b>	100 6110 521.20 00	Professional Fees	ENTERTAINMENT - July 4 (3000), Halloween Hayrides (400)	3,900	3,600
			<i>subtotal</i>	3,900	3,600
	100 6110 522.32 00	Rental Equipment	INFLATABLE'S - Touch A Truck (1000), July 4 (1500), Halloween (500)	3,000	3,000
			SOUND SYSTEM AND STAGE - July 4	3,400	3,400
			<i>subtotal</i>	6,400	6,400
	100 6110 523.85 01	Maintenance Contracts	FIREWORKS	20,000	25,000
			<i>subtotal</i>	20,000	25,000
100 6110 531.10 00	General Supplies	SUPPLIES FOR JULY 4	1,000	1,000	
		SUPPLIES FOR SPECIAL EVENTS	875	875	
		<i>subtotal</i>	1,875	1,875	
100 6110 531.17 00	Uniforms	STAFF & VOLUNTEER SHIRTS (JULY 4 300 & TOUCH A TRUCK 500)	800	800	
		<i>subtotal</i>	800	800	
100 6110 533.10 00	Promotions	CHILDREN'S EVENT GIVEAWAYS (JULY 4, HALLOWEEN)	500	500	
		<i>subtotal</i>	500	500	
		<b>Total</b>	<b>\$ 33,475</b>	<b>\$ 38,175</b>	
<b>Karate 615512</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	15,000	14,000
			<i>subtotal</i>	15,000	14,000
		<b>Total</b>	<b>\$ 15,000</b>	<b>\$ 14,000</b>	
<b>Step Aerobics 615516</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	12,750	12,000
			<i>subtotal</i>	12,750	12,000
		<b>Total</b>	<b>\$ 12,750</b>	<b>\$ 12,000</b>	
<b>Tennis 615517</b>	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	28,500	27,000
			<i>subtotal</i>	28,500	27,000
	100 6110 531.10 00	General Supplies	WILLS PARK TENNIS CLUB	1,000	1,000
		<i>subtotal</i>	1,000	1,000	
		<b>Total</b>	<b>\$ 29,500</b>	<b>\$ 28,000</b>	
<b>Wills Park Day Camp 615519</b>	100 6110 521.20 00	Professional Fees	8 FIELD TRIPS	22,500	21,000
			<i>subtotal</i>	22,500	21,000
	100 6110 522.32 00	Rental Equipment	INFLATABLE'S	1,000	1,000
			<i>subtotal</i>	1,000	1,000
	100 6110 523.40 00	Printing	PARENT HANDBOOK, REGISTRATION FORM	350	350
			<i>subtotal</i>	350	350
	100 6110 523.50 00	Travel	BUS SERVICE	22,000	22,000
			<i>subtotal</i>	22,000	22,000
	100 6110 531.10 00	General Supplies	ART AND CRAFT SUPPLIES	900	900
			BOARD GAMES, BALLS, BATS, ETC.	3,500	3,500
		<i>subtotal</i>	4,400	4,400	
100 6110 531.17 00	Uniforms	PARTICIPANT T-SHIRTS	2,550	2,550	
		<i>subtotal</i>	2,550	2,550	
		<b>Total</b>	<b>\$ 52,800</b>	<b>\$ 51,300</b>	
<b>Fitness Programs 615522</b> (New fitness programs started in Spring 2012; using baseball funds)	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES (CROSSFIT)	-	21,600
			INSTRUCTOR FEES (WOMEN'S RUNNING)	1,200	1,200
			INSTRUCTOR FEES (ZUMBA)	-	3,940
			<i>subtotal</i>	1,200	26,740
		<b>Total</b>	<b>\$ 1,200</b>	<b>\$ 26,740</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013	
				Budget	Recommended Budget	
Youth Fitness Programs 615523	100 6110 521.20 00	Professional Fees	INSTRUCTOR FEES	9,000	8,500	
			<i>subtotal</i>	9,000	8,500	
	100 6110 523.30 00	Advertising	FLYERS AND PRESS RELEASES	300	300	
			<i>subtotal</i>	300	300	
		<b>Total</b>		<b>\$ 9,300</b>	<b>\$ 8,800</b>	
Webb Bridge Park Employee Expenses 6170EE	100 6110 521.10 00	Professional Development	WEBB BRIDGE PARK PROFESSIONAL DEVELOPMENT	350	500	
			<i>subtotal</i>	350	500	
	100 6110 523.50 00	Travel	WEBB BRIDGE PARK TRAVEL	250	250	
			<i>subtotal</i>	250	250	
	100 6110 531.17 00	Uniforms	STAFF SHIRTS (UNIFORMS) WORK BOOTS 4 @ \$90	1,000	1,000	
			<i>subtotal</i>	360	360	
		<i>subtotal</i>		1,360	1,360	
		<b>Total</b>		<b>\$ 1,960</b>	<b>\$ 2,110</b>	
General Office Admin Webb Bridge Park 6170GO	100 6110 522.20 10	Equipment R & M	VARIOUS EQUIPMENT SUPPLIES	400	1,000	
			<i>subtotal</i>	400	1,000	
	100 6110 523.85 01	Maintenance Contracts	WATER COOLER MAINTENANCE & COFFEE SERVICE	350	-	
			<i>subtotal</i>	350	-	
	100 6110 522.20 40	Grounds R & M		BASEBALL FIELD EQUIPMENT (BASES, HOME PLATES, ETC.)	1,500	1,500
				CHALK AND FIELD PAINT	4,000	4,000
				BALL FIELD & TENNIS LIGHT REPAIRS	5,000	5,000
				BALL FIELD & MATERIALS (INFIELD MIX, SAND, ETC)	5,000	5,000
				TREE REMOVAL	3,000	3,000
				MATERIALS FOR TRAIL REPAIRS (M10 SAND, SLATE, ETC)	5,000	5,000
				FENCE REPAIRS	5,000	15,000
				SOD FOR SOCCER/BASEBALL FIELDS	25,000	25,000
				SEPTIC TANK PUMPING	4,000	3,000
				LAKE/IRRIGATION PUMP/REPAIR EXPENSES	-	5,000
				INFIELD IRRIGATION ON BASEBALL FIELDS	-	5,000
				DREDGE LAKE	25,000	-
				REPLACE NET/FENCE AT L.SOCCER FIELD NEAR PARKING LOT	1,000	-
	PINE STRAW FOR PHASE III (500+ BALES)	2,500	-			
			<i>subtotal</i>	86,000	76,500	
	100 6110 522.20 50	Facility R & M		LIGHT BULBS	250	250
PAINT				250	250	
			<i>subtotal</i>	500	500	
100 6110 522.32 00	Rental Equipment		AUGER, LIFTS, ETC.	1,000	1,000	
			<i>subtotal</i>	1,000	1,000	
100 6110 523.40 00	Printing		ENVELOPES, BUSINESS CARDS	60	60	
			<i>subtotal</i>	60	60	
100 6110 531.10 00	General Supplies		JANITORIAL SUPPLIES	250	250	
			MEDICAL SUPPLIES	600	600	
			OFFICE SUPPLIES	100	100	
			<i>subtotal</i>	950	950	
100 6110 531.60 00	Small Equipment		WATER FOUNTAIN FOR LOWER SOCCER FIELD	-	4,000	
			MISC HAND TOOLS	2,000	2,000	
			<i>subtotal</i>	2,000	6,000	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
	100 6110 542.10 00	Machinery & Equipment	SHADE STRUCTURES FOR WBP FIELD 4 BLEACHERS (2)	-	10,000
			<i>subtotal</i>	-	10,000
		<b>Total</b>		<b>\$ 91,260</b>	<b>\$ 96,010</b>
North Park Employee Expenses 6175EE	100 6110 521.10 00	Professional Development	NORTH PARK PROFESSIONAL DEVELOPMENT	350	500
			<i>subtotal</i>	350	500
	100 6110 523.50 00	Travel	COGBURN RD PARK TRAVEL	250	250
			<i>subtotal</i>	250	250
	100 6110 531.17 00	Uniforms	STAFF SHIRTS (UNIFORMS) WORK BOOTS 5 @ \$90	1,250 450	1,250 450
			<i>subtotal</i>	1,700	1,700
		<b>Total</b>		<b>\$ 2,300</b>	<b>\$ 2,450</b>
General Office Admin North Park 6175GO	100 6110 522.20 10	Equipment R & M	SMALL EQUIPMENT REPAIRS	200	500
			<i>subtotal</i>	200	500
	100 6110 522.20 40	Grounds R & M	SOFTBALL FIELD EQUIPMENT (BASES, HOME PLATES, ETC.) CHALK AND FIELD PAINT BALL FIELD REPAIR MATERIALS (INFIELD MIX, BRICK DUST, ETC.) SOD FOR SOFTBALL/FOOTBALL FIELDS FENCE REPAIRS BALL FIELD/TENNIS LIGHT REPAIRS INSTALL IRRIGATION IN THE OUTSIDE AREA OF FOOTBALL FIELD #1	1,500 2,500 9,000 5,000 5,000 8,000 5,000	40,000 - - - - - -
			<i>subtotal</i>	36,000	40,000
	100 6110 522.20 50	Facility R & M	LIGHT BULBS PAINTING	250 250	250 250
			<i>subtotal</i>	500	500
	100 6110 522.32 00	Rental Equipment	LIFT/AUGERS/ETC. PORT - A - LETS	1,500 3,400	1,500 3,400
			<i>subtotal</i>	4,900	4,900
	100 6110 523.40 00	Printing	ENVELOPES, BUSINESS CARDS	60	60
			<i>subtotal</i>	60	60
	100 6110 531.10 00	General Supplies	JANITORIAL SUPPLIES FIRST AID SUPPLIES WATER (from Maintenance Contracts) OFFICE SUPPLIES	250 1,000 400 100	250 1,000 - 100
			<i>subtotal</i>	1,750	1,350
	100 6110 531.60 00	Small Equipment	MISC EQUIPMENT MISC HAND TOOLS REPLACEMENT WATER FOUNTAIN AT NORTH PARK	12,500 2,000 2,600	12,500 2,000 4,000
			<i>subtotal</i>	17,100	18,500
		<b>Total</b>		<b>\$ 60,510</b>	<b>\$ 65,810</b>
Rock Mill Park/Greenway Employee Expenses 6180EE	100 6110 521.10 00	Professional Development	ROCK MILL PARK/GREENWAY PROFESSIONAL DEVELOPMENT	1,000	1,000
			<i>subtotal</i>	1,000	1,000
	100 6110 523.50 00	Travel	ROCK MILL PARK/GREENWAY TRAVEL	500	500
			<i>subtotal</i>	500	500
	100 6110 531.17 00	Uniforms	STAFF SHIRTS (UNIFORMS) WORK BOOTS 4 @ \$90	1,200 270	1,200 270
			<i>subtotal</i>	1,470	1,470
		<b>Total</b>		<b>\$ 2,970</b>	<b>\$ 2,970</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
General Office Admin Rock Mill/Greenway 6180GO	100 6110 522.20 10	Equipment R & M	CHAIN SAW SHARPENING/REPAIRS, ETC	300	1,000
			<b>subtotal</b>	<b>300</b>	<b>1,000</b>
	100 6110 522.20 40	Grounds R & M	SOD FOR WINDWARD SOCCER FIELD	2,000	18,000
			SAND FOR WINDWARD SOCCER FIELD	1,000	-
			PAINT FOR WINDWARD SOCCER FIELD	500	-
			MULCH/PINESTRAW (not in landscaping contract)	1,500	-
			DIRT/STONE FOR GREENWAY FOR EROSION CONTROL	2,700	-
			GRAVEL FOR REPLENISHING GREENWAY PARKING LOTS	1,700	-
			GREENWAY BRIDGE/TRAIL REPAIRS	5,000	-
			<b>subtotal</b>	<b>14,400</b>	<b>18,000</b>
	100 6110 522.20 50	Facility R & M	LIGHT BULBS (Rock Mill and Union Hill)	1,000	1,000
			PAINT	500	500
			<b>subtotal</b>	<b>1,500</b>	<b>1,500</b>
	100 6110 522.32 00	Rental Equipment	LIFT/AUGERS/ETC.	600	600
			DUST MOPS FOR UNION HILL	1,000	1,000
			PORT - A - LETS (GW & WS)	3,000	3,000
			<b>subtotal</b>	<b>4,600</b>	<b>4,600</b>
	100 6110 523.40 00	Printing	ENVELOPES, BUSINESS CARDS	60	60
			<b>subtotal</b>	<b>60</b>	<b>60</b>
	100 6110 531.10 00	General Supplies	JANITORIAL SUPPLIES	250	250
			FIRST AID SUPPLIES (Rock Mill and Union Hill)	1,000	1,000
			OFFICE SUPPLIES	200	200
			<b>subtotal</b>	<b>1,450</b>	<b>1,450</b>
	100 6110 531.60 00	Small Equipment	MISC HAND TOOLS	2,000	2,000
			<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>
		<b>Total</b>		<b>\$ 24,310</b>	<b>\$ 28,610</b>
Parks Maintenance Employee Expenses 6205EE	100 6110 521.10 00	Professional Development	PARK MAINTENANCE PROFESSIONAL DEVELOPMENT	750	750
			<b>subtotal</b>	<b>750</b>	<b>750</b>
	100 6110 523.50 00	Travel	PARKS MAINTENANCE TRAVEL	300	300
			<b>subtotal</b>	<b>300</b>	<b>300</b>
	100 6110 531.17 00	Uniforms	UNIFORM ACCESSORIES (GLOVES, HATS, BRACES, GOGGLES)	1,500	1,500
			STAFF SHIRTS (UNIFORMS)	500	500
			STANDARD UNIFORM	2,000	2,000
			SAFETY SHOES (15 @\$90 EACH)	1,890	1,350
			SEASONAL - UNIFORMS	200	200
			<b>subtotal</b>	<b>6,090</b>	<b>5,550</b>
		<b>Total</b>		<b>\$ 7,140</b>	<b>\$ 6,600</b>
General Office Admin Park Maintenance 6205GO	100 6110 521.20 00	Professional Fees	UTILITY LOCATES IN ALL PARKS	500	500
			<b>subtotal</b>	<b>500</b>	<b>500</b>
	100 6110 522.20 10	Equipment R & M	MISC EQUIPMENT REPAIRS	200	500
			<b>subtotal</b>	<b>200</b>	<b>500</b>
	100 6110 522.32 00	Rental Equipment	DUST MOPS AND DOOR MATS	3,000	3,000
			PORT-A-LETS FOR JULY 4TH AT WILLS PARK	-	2,500
			<b>subtotal</b>	<b>3,000</b>	<b>5,500</b>
	100 6110 523.40 00	Printing	LETTERHEAD, ENVELOPES, BUSINESS CARDS	120	120
			<b>subtotal</b>	<b>120</b>	<b>120</b>

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
Parks Maintenance 620516	100 6110 531.10 00	General Supplies	WATER CUPS	300	300
			FIRST AID SUPPLIES FOR WILLS PARK	1,500	1,500
			GENERAL OFFICE SUPPLIES	2,000	2,000
			TONER CARTRIDGES	1,500	1,500
			<i>subtotal</i>	5,300	5,300
	100 6110 531.60 00	Small Equipment	MISC SMALL EQUIPMENT (VACUUM FOR OFFICE)	-	500
			<i>subtotal</i>	-	500
			<b>Total</b>	<b>\$ 9,120</b>	<b>\$ 12,420</b>
	100 6110 522.20 10	Equipment R & M	GAS, DIESEL, OIL FOR ALL PARK EQUIPMENT	5,500	6,000
			PMA'S ENGINE REPAIRS, ETC.	16,000	17,809
			TIRES, TIRE SERVICE	4,000	6,500
			<i>subtotal</i>	25,500	30,309
	100 6110 522.20 40	Grounds R & M	GENERAL GROUNDS MAINTENANCE	70,000	100,000
			2500 SQ YDS ASPHALT TOPPING FOR WALKING TRAIL REPAIRS	20,000	-
			TREE REMOVAL FOR ALL PARKS	15,000	-
			<i>subtotal</i>	105,000	100,000
	100 6110 522.20 50	Facility R & M	TOTAL PARKS MAINTENANCE	85,000	90,000
			UPGRADE SINKS/FAUCETS AT WACKY WORLD RESTROOMS	10,000	10,000
			CEILING FANS AND BENCH REPAIR FOR COURT ROOM	-	6,500
			<i>subtotal</i>	95,000	106,500
100 6110 522.32 00	Rental Equipment	RENTAL OF SOD CUTTERS, PACKERS, LIFTS	2,000	2,000	
		<i>subtotal</i>	2,000	2,000	
100 6110 523.40 00	Printing	PARK SIGN REPLACEMENT	10,000	15,000	
		<i>subtotal</i>	10,000	15,000	
100 6110 523.85 01	Maintenance Contracts	CLEANING OF PARK RESTROOMS	17,567	17,567	
		LANDSCAPE SERVICE	202,270	242,270	
		<i>subtotal</i>	219,837	259,837	
100 6110 531.10 00	General Supplies	PAPER PRODUCTS, CLEANING SUPPLIES	50,000	50,000	
		<i>subtotal</i>	50,000	50,000	
100 6110 531.60 00	Small Equipment	MISC HAND TOOLS & SMALL EQUIPMENT	2,500	2,500	
		CAB COVERS FOR 3 UTILITY VEHICLES	-	2,800	
		<i>subtotal</i>	2,500	5,300	
100 6110 542.10 00	Machinery & Equipment	Miscellaneous	-	10,000	
		20FT EQUIP TRAILER FOR GREENWAY TO TRANSPORT EQUIP.	5,200	-	
		TORO PRO FORCE PULL BEHIND BLOWER FOR WBP	6,500	-	
		(1) REPLACEMENT UTILITY VEHICLES	-	9,500	
		3-POINT PULL BEHIND BLADE	465	-	
		<i>subtotal</i>	12,165	19,500	
		<b>Total</b>	<b>\$ 522,002</b>	<b>\$ 588,446</b>	
Playground Maintenance 620517	100 6110 522.20 40	Grounds R & M	GROUND'S PLAYGROUND MAINTENANCE	18,000	18,000
			SEAL WOOD ON WACKY WORLD & WEBB ZONE	2,500	1,500
			<i>subtotal</i>	20,500	19,500
	100 6110 531.60 00	Small Equipment	REPLACEMENT PARTS FOR PLAYGROUND EQUIP	2,000	2,000
			<i>subtotal</i>	2,000	2,000
100 6110 542.10 00	Machinery & Equipment	REPLACEMENT PARTS FOR PLAYGROUND EQUIP	-	5,000	
		<i>subtotal</i>	-	5,000	
		<b>Total</b>	<b>\$ 22,500</b>	<b>\$ 26,500</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013	
				Budget	Recommended Budget	
Historical Preservation 632126	100 6110 521.20 00	Professional Fees	MORNINGSTAR OF ALPHARETTA	2,500	2,500	
			PASTPERFECT SOFTWARE - ANNUAL MAINTENANCE FEE	424	-	
			<i>subtotal</i>	2,924	2,500	
	100 6110 531.10 00	General Supplies	GENERAL OFFICE SUPPLIES	400	400	
			POSTAGE	600	600	
			<i>subtotal</i>	1,000	1,000	
	100 6110 531.30 00	Food/Meals	LUNCH AND DINNER MEETINGS	200	-	
			<i>subtotal</i>	200	-	
	<b>Total</b>				<b>\$ 4,124</b>	<b>\$ 3,500</b>
	<b>Grand Total</b>				<b>2,906,744</b>	<b>2,923,863</b>

# **PERFORMANCE MEASUREMENTS**

<b>Recreation &amp; Parks - Rec Admin</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Recreation & Parks turnover percentage	2.00%	4.00%	2.00%	6%	2%	> 2%
Maintain CAPRA accreditation *	yes	yes	yes	yes	yes	yes
Semi-Annual Leisure Guide distribution (per season)	20,000	2,500	2,500	2,500	2,500	2,500
Annual Activity Enrollments as in RecWare	13,373	15,255	13,901	10,564	13,000	15,000
# of Part-time hours used	0	45,340.25	45,998.50	28,490.25	46,000	46,000
# of purchase orders managed	185	203	177	121	175	150
* CAPRA = Commission for Accreditation of Parks and Recreation						
<b>Personnel Assigned:</b>	<b>7.0 FTE</b>	<b>7.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>
Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks
Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director
Office Manager	Office Manager	Office Manager	Office Manager	Office Manager	Office Manager	Office Manager
Customer Service Rep (2)	Customer Service Rep (2)	Customer Service Rep (2)	Customer Service Rep (2)	Customer Service Rep (2)	Customer Service Rep (2)	Customer Service Rep (2)
Admin Asst. I	Admin Asst. I					
Facility Tech	Facility Tech	Facility Tech	Facility Tech	Facility Tech	Facility Tech	Facility Tech

\* 1.0 FTE Customer Service Representative is not funded in the Budget.

<b>Recreation &amp; Parks - Adult Activity</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Jan. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Total # of Participants per year*	36,000	13,555	13,808	7,720	13,000	13,500
(Res / Non-Res)	NA	3166 / 10,389	3755 / 10,053	2131 / 5589	5000 / 8000	3900 / 9600
# of Computer classes offered	20	7	5	0	7	0
Total # of Building rentals	75	37	49	20	48	48
Total # of Day trips taken	325	173	162	85	144	144
Total # of Overnight trips taken using City buses	12	6	4	2	6	4
<i>*For FY 2010, the number of participants reduced significantly due to the bridge program moving to a private facility. The bridge program accounted for 15,000 participants annually in prior fiscal years.</i>						
<b>Personnel Assigned:</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>5.0 FTE</b>	<b>5.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II*	Recreation Supervisor II*	Recreation Supervisor II*
	Program Coord	Program Coord	Program Coord	Program Coord	Program Coord	Program Coord
	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
			Customer Service Representative	Customer Service Representative		
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician
* 1.0 FTE Recreation Supervisor II position is not funded in the Budget.						

<b>Recreation &amp; Parks - Aquatics</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
% of Days pool facilities were open during pool season (89 days)	100%	99%	98%	100%	98%	98%
Average daily attendance at City pool	230	230	240	240	230	230
Hours of lifeguard training per person	20	20	20	6	20	20
# of Swim lessons held	118	116	111	48	120	120
# of Swim lessons participants	733	692	646	271	700	650
(resident / non-resident)	543 / 190	528/164	511/135	198/73	500/200	525/125
Swim teams participants	274	278	237	0	275	250
(resident / non-resident)	183 / 91	187/91	164/73	0/0	185/90	160/90
C.O.A.S.T. participants					65	65
(resident / non-resident)					40/25	45/20
# of Non-competitive special events held	3	2	2	2	2	3
# of Swim competitions hosted at City pool	3	2	3	0	3	3
Total attendance at non-competitive special events	651	493	263	250	350	450
# of Pool passes sold	226	220	131	0	175	125
(resident / non-resident)	123 / 103	188/32	76/55	0/0	130 / 45	80/45
<i>* Pool season spans two fiscal years</i>						
<b>Personnel Assigned:</b>						
Employees are hired seasonally. Aquatics is overseen by Recreation Supervisor II at Community Ctr.						

<b>Recreation &amp; Parks - Athletics</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Participants - Adult Basketball 2 Seasons-25 teams	230	173	226	74	220	225
(resident / non-resident)	140/89	115 / 58	137/84	52/22	130 / 90	135/85
# of Participants - Adult Roller Hockey 2 Seasons-10 teams	323	239	44	0	275	0
(resident / non-resident)	92/231	69/170	16/28		100/175	
# of Participants - Adult Softball 3 Seasons-170 teams	2874	2425	2380	614	2700	2800
(resident / non-resident)	572/2302	696 / 1729	704/1676	185/429	900 / 1800	850/1950
# of Participants - Teen Basketball 2 Season-12 teams	197	243	255	124	275	275
(resident / non-resident)	101/97	116/27	159/96	76/48	150/125	145/130
# of Participants - Youth Baseball 2 Seasons-44 teams **	320	271	304	95	315	0
(resident / non-resident)	243/77	234/37	206/98	80/15	275/40	
# of Participants - Youth Travel Baseball 7 Teams **	66	104	173	0	115	0
(resident / non-resident)	40/26	54/50	106/67		65/50	
# of Participants - Youth Basketball 75 Teams	503	521	598	602	615	610
(resident / non-resident)	325/178	332/189	407/191	402/200	435/180	435/170
# of Participants - Youth Lacrosse 8 Teams	142	209	197	175	240	250
(resident / non-resident)	73/69	149/160	124/73	78/97	180/60	175/75
# of Participants - Youth Roller Hockey 20 Teams	285	97	0	0	160	0
(resident / non-resident)	109/176	41/56			50/110	
# of Participants - Youth Soccer 70 Teams	637	670	642	326	710	725
(resident / non-resident)	491/146	533/137	512/130	218/92	510/200	550/175

<b>Recreation &amp; Parks - Athletics</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Participants - Youth Travel Soccer 40 Teams (2 seasons)	486	454	575	322	525	575
(resident / non-resident)	221/265	252/202	335/240	200/122	300/225	350/225
# of Participants - Adult Volleyball	120	59	57	0	80	75
(resident / non-resident)	45/75	40/19	48/9		55/25	50/25
Adult Programs - % of City resident participation *	24%	31%	33%	34%	33%	35%
Youth Programs - % of City resident participation	61%	67%	66%	62%	68%	68%
<b>Personnel Assigned:</b>	<b>5.0 FTE</b>	<b>5.0 FTE</b>	<b>6.0 FTE</b>		<b>6.0 FTE</b>	<b>6.0 FTE</b>
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II		Recreation Supervisor II	Recreation Supervisor II
			Facility Technician		Facility Technician	Facility Technician
						Admin. Assistant I
	Athletic Coord (4)	Athletic Coord (4)	Athletic Coord (4)		Athletic Coord (4)	Athletic Coord (3)*

\* 1.0 FTE Athletic Coordinator position is not funded in the Budget and 1.0 FTE Athletic Coordinator position was reallcoated to an Admin. Assistant I FY 2012.

\*\* Youth Baseball (including travel baseball) is being managed by the Alpharetta Youth Baseball Association effective Spring 2012.

<b>Recreation &amp; Parks - Community Center</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Participants in dance (resident / non-resident)	787 570 / 217	489 353/136	552 427/125	291 223/68	440 330/110	440 350/90
# of Participants in gymnastics (resident / non-resident)	2321 1,648 / 673	1852 1209/643	2100 1748/352	1087 901/186	1850 1220/630	2000 1600/400
# of Participants in instructional sports, including camps (resident / non-resident)	1215 841 / 374	954 640/314	1119 795/324	500 352/148	980 640/340	980 675/305
# of Special events	5	5	4	3	3	4
Total attendance at special events	2,015	2,115	990	390	600	800
# of Part-time hours used	3,720	3,720	3,720	2,480	3,720	3,720
<b>Personnel Assigned:</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>	<b>6.0 FTE</b>		<b>6.0 FTE</b>	<b>6.0 FTE</b>
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II		Recreation Supervisor II	Recreation Supervisor II
	Program Coord (2)	Program Coord (2)	Program Coord (2)		Program Coord (2)	Program Coord (2)
	Customer Service Representative (2)	Customer Service Representative (2)	Customer Service Representative		Customer Service Representative	Customer Service Representative
	Facility Technician	Facility Technician	Facility Technician		Facility Technician	Facility Technician
			Administrative Assistant I		Administrative Assistant I	Administrative Assistant I

<b>Recreation &amp; Parks - Cultural Arts</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Participants in youth art classes	145	188	185	57	225	200
(resident / non-resident)	99/46	116/72	96/89	32/25	150/75	
# of Participants in adult art classes	142	143	118	51	200	150/50
(resident / non-resident)	79/63	64/79	61/57	28/23	100/100	175/100/75
# of Participants in summer camp	est 282	247	173	86	300	250
(resident / non-resident)	est 185/97	130/117	122/51	63/23	175/125	175/75
# of Cultural arts special events	6	4	3	0	6	5
Total attendance at special events	2,000	2,200	300*	0	3500*	3000
<b>Personnel Assigned:</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>	<b>1.0 FTE</b>		<b>1.0 FTE</b>	<b>1.0 FTE</b>
	<b>arts Coordinator</b>	<b>Arts Coordinator</b>	<b>Arts Coordinator</b>		<b>Arts Coordinator</b>	<b>Arts Coordinator</b>
			*No Children's Festival in Spring 2011		*Children's Festival moved to Fall; will be held October 2012 - so this target will not be met	

<b>Recreation &amp; Parks - Equestrian Center</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
Total # of Equestrian event dates	83	144	105	72	145	145
Total # dog show events	36	31	33	22	60	33
Total # other event dates hosted at equestrian center	16	12	10	2	15	10
Total attendance at events	75,000	80,000	80,000	35,000	90,000	90,000
# of Arenas/rings maintained	6	6	6	6	7	7
<b>Personnel Assigned:</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>	<b>4.0 FTE</b>
	Equestrian Mgr	Equestrian Mgr	Equestrian Mgr		Equestrian Mgr	Equestrian Mgr
	Parks	Parks	Parks		Parks	Parks
	Maintenance	Maintenance Tech	Maintenance		Maintenance	Maintenance
	Tech II	II	Tech II		Tech II	Tech II
						Parks
						Maintenance Tech I
	Parks	Parks	Parks	Parks	Parks	Parks
	Maintenance	Maintenance Tech	Maintenance	Maintenance Tech	Maintenance Tech	Maintenance
	Tech (2)	(2)	Tech (2)	(2)	(2)	Tech

<b>Recreation &amp; Parks - Parks Maintenance</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Athletic fields maintained*	29	29	29	29	29	29
# of Park acres maintained	313	313	318	318	313	318
# of Greenway acres maintained	250	250	250	250	250	250
# of Playground inspections	84	84	96	64	96	96
# of Park/playground injuries	1	2	2	0	0	0
# of Athletic field preparations	7,100	7,100	5,628	3,001	6,735	5,628
# of Park mowings	40	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80	80
# of Buildings maintained	35	35	35	35	35	35
# of Restrooms maintained	50	50	50	50	50	50
# of Pavilions maintained	4	14	14	14	14	14
# of Hours utilized for trash pickup	9,760	9,425	9,425	9,425	9,425	9,425
# of Part-time hours used	5,984	4,480	7,386	5,786	6,000	7,500
# of Vehicles maintained	16	14	14	14	14	14
# of Vehicle-related accidents	0	2	2	2	0	0
# of Work days missed due to accidents	0	0	0	0	0	0
<b>Personnel Assigned:</b>	<b>21.0 FTE</b>	<b>21.0 FTE</b>	<b>20.0 FTE</b>		<b>20.0 FTE</b>	<b>21.0 FTE</b>
Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager		Park Services Manager	Park Services Manager
Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)		Park Supervisor II (4)	Park Supervisor II (4)
Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)		Park Maintenance Tech II (4)	Park Maintenance Tech II (4)
Park Maintenance Tech I (2)	Park Maintenance Tech I (2)	Park Maintenance Tech I (2)	Park Maintenance Tech I (2)		Park Maintenance Tech I (2)	Park Maintenance Tech I (4)
Park Maintenance Tech (9)	Park Maintenance Tech (9)	Park Maintenance Tech (8)	Park Maintenance Tech (8)		Park Maintenance Tech (8)	Park Maintenance Tech (7)
Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II		Admin Asst. II	Admin Asst. II

<b>Recreation &amp; Parks - Wills Park</b>						
<b>Performance Measurements</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>YTD (Feb. 2012) FY 2012</b>	<b>Target FY 2012</b>	<b>Target FY 2013</b>
# of Participants in aerobics	500	464	390	190	455	370
(resident / non-resident)	360/140	330/134	309/81	140/50	330/125	300/70
# of Participants in summer camp	960	950	1157	380	980	910
(resident / non-resident)	890/70	860/90	1038/119	326/54	910/70	840/70
# of Participants in Extreme camp	72	70	NA	NA	N/A	NA
(resident / non-resident)	65/7	63/7	NA	NA	N/A	NA
# of Participants in tennis	520	515	400	225	420	400
(resident / non-resident)	400/120	400/115	325/75	195/30	330/90	330/70
# of Participants in karate	270	205	200	105	250	225
(resident / non-resident)	200/70	165/40	150/50	75/30	200/50	210/15
# of Participants in youth fitness				3	10	35
(resident / non-resident)				Three / Zero	Seven / Three	25/10
# of Participants in adult fitness				30	120	360
(resident / non-resident)				25/5	100/20	330/30
# of Wills Park special events	4	4	5	5	6	6
Estimated attendance at July 4th	30,000	30,000	30,000	7,000	30,000	30,000
Total attendance at special events	6,825	6,400	6,400	1,300	6,850	7,000
<b>Personnel Assigned:</b>	<b>3.0 FTE</b>	<b>3.0 FTE</b>	<b>3.0 FTE</b>		<b>3.0 FTE</b>	<b>3.0 FTE</b>
	Recreation Center Supervisor II	Recreation Center Supervisor II	Recreation Supervisor II		Recreation Supervisor II	Recreation Supervisor II
	Program Coord	Program Coord	Program Coord		Program Coord	Program Coord
	Customer Service Rep	Customer Service Rep	Customer Service Representative		Customer Service Representative	Customer Service Representative

The youth/adult fitness programs were initiated during FY 2012.

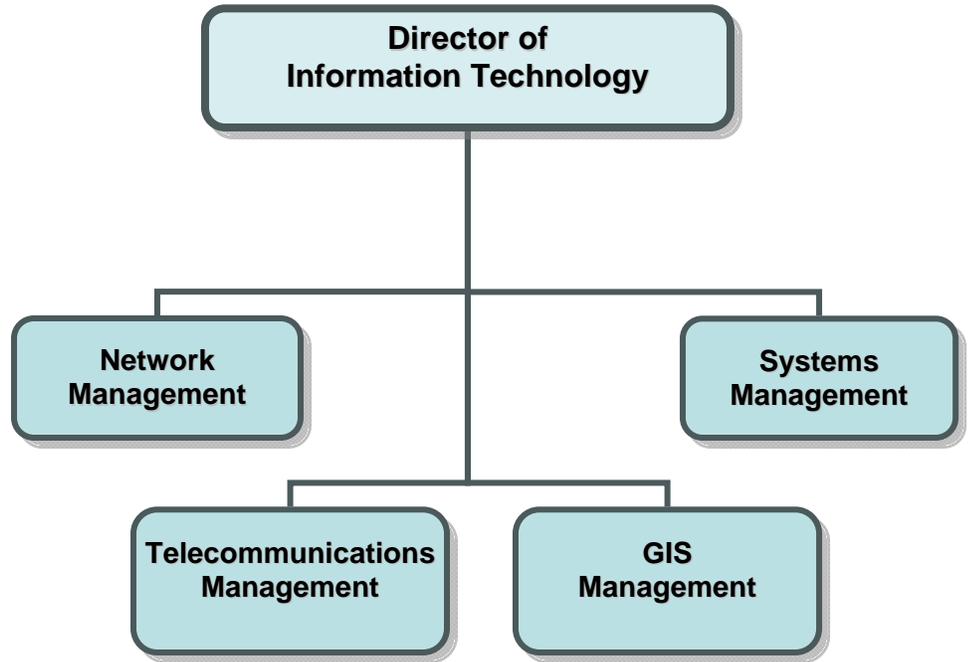
The 4th of July celebration in FY 2012 was significantly lower than prior year attendance due to inclement weather.



# Information Technology



**Randy Bundy**  
Director of Information  
Technology



# **Information Technology**

*Administration, Network, and Systems*

## **Mission Statement**

Information Technology's mission is to provide high quality technology products, services and human resources to City departments that enable them to accomplish their goals and objectives. The Information Technology Department strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

## **Goals and Objectives**

As we accomplish our mission, the City of Alpharetta Information Technology Department will be known to provide high quality services by:

- ✓ Being recognized by City departments as having a high level of skill and knowledge;
- ✓ Providing excellent services to all City departments as measured by the City's performance standards;
- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated; and
- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
INFORMATION TECHNOLOGY  
Five-year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>average 5 year percent change</i>		0.0%			
<b>Expenditures</b>	\$ 1,394,203	\$ 1,230,662	\$ 1,225,291	\$ 1,291,483	\$ 1,422,338
<i>% Change</i>		-11.7%	-0.4%	5.4%	10.1%
<i>average 5 year percent change</i>		0.8%			

# **DEPARTMENT BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
INFORMATION TECHNOLOGY  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Revenues</b>								
	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Expenditures</b>								
(1)	Personnel Services:								
	Salary	\$ 716,667	\$ 706,847	\$ 731,361	\$ -	\$ 731,361	\$ 826,261	13.0%	\$ 94,900
	Benefits	290,718	302,251	330,478	-	330,478	381,931	15.6%	51,453
	<b>subtotal</b>	<b>\$ 1,007,385</b>	<b>\$ 1,009,098</b>	<b>\$ 1,061,839</b>	<b>\$ -</b>	<b>\$ 1,061,839</b>	<b>\$ 1,208,192</b>	<b>13.8%</b>	<b>\$ 146,353</b>
	Maintenance and Operations:								
	Professional Development	\$ 21,142	\$ 14,784	\$ 26,000	\$ (5,000)	\$ 21,000	\$ 20,000	-4.8%	\$ (1,000)
(2)	Professional Fees	7,965	11,102	10,100	-	10,100	15,100	49.5%	5,000
	Equipment R & M	-	-	900	-	900	1,500	66.7%	600
	Facility R & M	-	-	900	-	900	900	0.0%	-
	Communications	-	-	100	-	100	-	-100.0%	(100)
	Advertising	172	-	1,500	-	1,500	1,500	0.0%	-
	Printing	47	42	1,500	-	1,500	1,000	-33.3%	(500)
(3)	Travel	1,813	1,727	2,000	5,000	7,000	12,000	71.4%	5,000
	Maintenance Contracts	5,593	6,867	8,237	-	8,237	7,500	-8.9%	(737)
(4)	IT Professional Services	95,127	111,688	104,893	-	104,893	91,171	-13.1%	(13,722)
	General Supplies	34,357	11,496	20,150	(315)	19,835	18,650	-6.0%	(1,185)
	Uniforms	-	633	600	315	915	600	-34.4%	(315)
	Utilities	16,703	18,163	16,897	-	16,897	17,700	4.8%	803
	Food/Meals	-	-	250	-	250	150	-40.0%	(100)
(5)	Small Equipment	22,823	12,205	28,617	-	28,617	5,545	-80.6%	(23,072)
(6)	IT Equipment Refresh	2,436	7,542	7,000	-	7,000	9,830	40.4%	2,830
	<b>subtotal</b>	<b>\$ 208,177</b>	<b>\$ 196,248</b>	<b>\$ 229,644</b>	<b>\$ -</b>	<b>\$ 229,644</b>	<b>\$ 203,146</b>	<b>-11.5%</b>	<b>\$ (26,498)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
INFORMATION TECHNOLOGY  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(7)	Capital:								
	Machinery	\$ 15,100	\$ 19,946	\$ -	\$ -	\$ -	\$ 11,000	100.0%	\$ 11,000
	<b>subtotal</b>	<b>\$ 15,100</b>	<b>\$ 19,946</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,000</b>	<b>100.0%</b>	<b>\$ 11,000</b>
	<b>Total</b>	<b>\$ 1,230,662</b>	<b>\$ 1,225,291</b>	<b>\$ 1,291,483</b>	<b>\$ -</b>	<b>\$ 1,291,483</b>	<b>\$ 1,422,338</b>	<b>10.1%</b>	<b>\$ 130,855</b>
	<b>Full-time Equivalent Positions</b>	10.0	10.0	10.0		10.0	11.0 <i>funded</i>		
		1.0	1.0	1.0		1.0	0.0 <i>un-funded</i>		
		<b>11.0</b>	<b>11.0</b>	<b>11.0</b>		<b>11.0</b>	<b>11.0</b>		

- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance costs, funding of a previously unfunded Network Analyst II position, and a decrease in the defined benefit pension contribution.
- (2) Variance due primarily to additional funding for interns to assist with various IT duties (e.g. inventory).
- (3) Variance due to an increase in travel for training/conferences.
- (4) Variance due to general cost increases in multiple software related categories (e.g. Adobe licensing, Microsoft licensing, GIS mobile licensing, etc.), operating initiative funding for the remote archiving of city data (\$15,000), additional funding for cell phone and data card service, and a revised allocation methodology for VOIP costs that allocates costs based on users (reduces IT line item by over \$30,000).
- (5) Variance due primarily to the reallocation of cell phone equipment replacement to the IT Equipment Refresh account.
- (6) Starting with FY 2013, all IT computer equipment (e.g. computer, printer, server, etc.) is being centrally managed and replaced by the IT Department within the Capital Project Fund. This will allow for greater flexibility in prioritizing computer equipment replacement. The remaining funding in this account represents cell phone replacements.
- (7) Funding is for the replacement of a scanner/plotter that has reached the end of its useful life.

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	Employee Expenses	Support Services	IT Administration	Infrastructure Support
			1535EE	1535SS	153510	153512
Professional Development	\$ 21,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -
Professional Fees	10,100	15,100	-	100	15,000	-
Equipment R & M	900	1,500	-	1,500	-	-
Facility R & M	900	900	-	900	-	-
Communications	100	-	-	-	-	-
Advertising	1,500	1,500	-	1,500	-	-
Printing	1,500	1,000	500	-	500	-
Travel	7,000	12,000	12,000	-	-	-
Maintenance Contracts	8,237	7,500	-	6,500	-	1,000
IT Professional Services	104,893	91,171	-	-	-	91,171
General Supplies	20,150	18,650	-	-	18,650	-
Uniforms	600	600	600	-	-	-
Utilities	16,897	17,700	-	17,700	-	-
Food/Meals	250	150	-	-	150	-
Small Equipment	28,617	5,545	545	-	-	5,000
IT Equipment Refresh	7,000	9,830	9,830	-	-	-
Machinery	-	11,000	-	-	-	11,000
<b>TOTAL</b>	<b>\$ 229,644</b>	<b>\$ 214,146</b>	<b>\$ 43,475</b>	<b>\$ 28,200</b>	<b>\$ 34,300</b>	<b>\$ 108,171</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
<b>Employee Expenses</b> 1535EE	100 1535 521.10 00	Professional Development	Professional Development	26,000	20,000
			<i>subtotal</i>	<b>26,000</b>	<b>20,000</b>
	100 1535 523.40 00	Printing		500	500
			<i>subtotal</i>	<b>500</b>	<b>500</b>
	100 1535 523.50 00	Travel	Travel	2,000	12,000
			<i>subtotal</i>	<b>2,000</b>	<b>12,000</b>
	100 1535 531.17 00	Uniforms	Uniforms	600	600
			<i>subtotal</i>	<b>600</b>	<b>600</b>
	100 1535 531.60 00	Small Equipment		1,000	545
			<i>subtotal</i>	<b>1,000</b>	<b>545</b>
100 1535 531.60 01	IT Equipment Refresh	Workstation Replacement	7,000	-	
		Cell Phone Equipment/Replacements	-	9,830	
		<i>subtotal</i>	<b>7,000</b>	<b>9,830</b>	
100 1535 542.10 00	Machinery & Equipment		-	-	
		<i>subtotal</i>	-	-	
		<b>Total</b>	<b>\$ 37,100</b>	<b>\$ 43,475</b>	
<b>Support Services Activities</b> 1535SS	100 1535 521.20 00	Professional Fees	Bank Fees	100	100
			<i>subtotal</i>	<b>100</b>	<b>100</b>
	100 1535 522.20 10	Equipment R & M	General Repair/Maintenance (e.g. printers)	900	1,500
			<i>subtotal</i>	<b>900</b>	<b>1,500</b>
	100 1535 522.20 50	Facility R & M	Repairs To Facilities	900	900
			<i>subtotal</i>	<b>900</b>	<b>900</b>
	100 1535 523.30 00	Advertising	Recruitment Advertising	500	500
			Bid Advertising	1,000	1,000
			<i>subtotal</i>	<b>1,500</b>	<b>1,500</b>
	100 1535 523.85 01	Maintenance Contracts	Water - Annual Maintenance Contract	309	400
		Coffee Service	325	400	
		Building Maintenance - Janitorial Contract	5,635	5,600	
		Copier Allocation	100	100	
		<i>subtotal</i>	<b>6,369</b>	<b>6,500</b>	
100 1535 531.20 00	Utilities	GA Power - Electric Service	9,683	10,200	
		BFI - Garbage Service	532	550	
		Fulton County - Water Service	512	500	
		Gas Service	1,420	1,450	
		GA Power for Server Room	4,750	5,000	
		<i>subtotal</i>	<b>16,897</b>	<b>17,700</b>	
		<b>Total</b>	<b>\$ 26,666</b>	<b>\$ 28,200</b>	

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
IT Administration 153510	100 1535 521.20 00	Professional Fees	Computer Refurbishing	3,000	3,000
			Temporary Help- (Interns)	7,000	12,000
			<b>subtotal</b>	<b>10,000</b>	<b>15,000</b>
	100 1535 523.20 00	Communications		100	-
			<b>subtotal</b>	<b>100</b>	<b>-</b>
	100 1535 523.40 00	Printing	Alpharetta Quality Printing - Business Cards	1,000	500
			<b>subtotal</b>	<b>1,000</b>	<b>500</b>
	100 1535 531.10 00	General Supplies	General Office Supplies	20,000	18,500
			Postage	100	100
			Copier Allocation	50	50
		<b>subtotal</b>	<b>20,150</b>	<b>18,650</b>	
100 1535 531.30 00	Food/Meals	Outside Meals	250	150	
		<b>subtotal</b>	<b>250</b>	<b>150</b>	
100 1535 531.60 00	Small Equipment	Servers	200	-	
		<b>subtotal</b>	<b>200</b>	<b>-</b>	
100 1535 542.10 00	Machinery & Equipment	Replacement Plotter	-	-	
		<b>subtotal</b>	<b>-</b>	<b>-</b>	
		<b>Total</b>	<b>\$ 31,700</b>	<b>\$ 34,300</b>	
Infrastructure Support 153512	100 1535 523.85 01	Maintenance Contracts	GRM Records Management	1,868	1,000
			<b>subtotal</b>	<b>1,868</b>	<b>1,000</b>
	100 1535 523.90 00	IT Professional Services	Technical Support for CISCO Network	2,705	3,073
			Telephony Communications Service and Support	53,044	17,656
			Developer License for MDM	-	8
			Workstation & Server Backup and Disaster Recovery for Physical Server Files	778	-
			City Virus, Adware, Spyware & Threat Protection	225	389
			City Circuit Connection to Internet - Supplement & Backup	177	187
			Data Center's Uninterruptible Power System	396	467
			Workstation Defragmentation	303	350
			Disaster Recovery Email Management	1,318	1,323
			Citywide Microsoft Licensing	7,650	8,088
			Non-Xerox Printer Repair	467	545
			Email Archiving - Storage & Retrieval	288	-
			GIS Mobile Field Mapping & Data Collection	3,073	3,618
			Database Management for Various City Departments	436	461
			City's Wireless Access for BlackBerrys	112	-
			Data Center Fire Suppression System	78	86
			Email Filtering Services	840	934
			Web Filtering Services	259	467
Link Balancer			-	124	
IP Monitoring			47	78	
Network Monitoring	116	117			
Wiring Services	778	778			
Network Support Services	1,556	1,556			
CISCO Network Support	2,334	-			

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			Conversion of LIDAR Data to ArcGIS	123	109
			Monitoring of Various City Websites for Potential Outages	13	39
			GIS Parcel Building Software	686	686
			Telephony Support Services	3,112	311
			Intrusion Detection	-	156
			City Telephony Equipment	1,860	622
			Technical Support for VMware Environment	272	182
			Workstation & Server Backup & Disaster Recovery	78	-
			City Enterprise Data Management	-	1,867
			Citywide Virtual Infrastructure	428	2,038
			City Circuit Connection to Internet	1,844	2,988
			Employee Self Service	147	117
			ManageEngine Password Manager Pro	194	195
			AD Audit	-	140
			Remote Application & Database Access	506	552
			Track-It Maintenance Renewal	3,763	4,638
			Mobile Data Management	-	250
			Adobe Software Licenses	900	4,000
			Information Technology Faxing	205	216
			Trust Seal/SSL Certificate Renewals	1,000	1,000
			GoToMeetings Information Technology Meetings	590	600
			Information Technology Macro Scripting	496	500
			GIS HP Plotter Maintenance	659	-
			SQL Server Code Completion Software Renewal	-	-
			GPS Fleet Tracking Software Emergency Repair Fund	500	-
			Remote Archiving of City Data (Operating Initiative)	-	15,000
			Long Distance	115	210
			Cell Phones	7,596	9,830
			Data Cards	3,293	4,620
			<b>subtotal</b>	<b>105,360</b>	<b>91,171</b>
100	1535 531.60 00	Small Equipment	Equipment Replacement - Misc Hardware	25,000	5,000
			Cell Phone Equipment	1,950	-
			<b>subtotal</b>	<b>26,950</b>	<b>5,000</b>
100	1535 542.10 00	Machinery & Equipment	Replacement Plotter	-	11,000
			<b>subtotal</b>	<b>-</b>	<b>11,000</b>
<b>Total</b>				<b>\$ 134,178</b>	<b>\$ 108,171</b>
<b>Total Budget</b>				<b>\$ 229,644</b>	<b>\$ 214,146</b>

# **PERFORMANCE MEASUREMENTS**

## Information Technology Department Performance Measures

	Actual 2009	Actual 2010	Actual 2011	ICMA/ Department Target	Results
<b>WEB</b>					
Number online payments	19,880	21,105	22,517		N/A
Amount online payments	\$2,704,328.28	\$2,964,924.53	\$3,226,055.51		N/A
External Web number user sessions	383,674	530,369	564,761		N/A
Internal Web number user sessions	10,606	8,621	7,793		N/A
<b>Telephone</b>					
Repairs					
Number	133	148	88		N/A
Number resolved w/in 24 hours	69	88	58		N/A
% resolved w/in 24 hours	51.88%	59.46%	65.90%	40.00%	A
Service Requests					
Number	122	116	137		N/A
Number resolved on time	107	110	130		N/A
% resolved on time	87.70%	94.83%	94.89%	90.00%	A
<b>Network</b>					
Repairs					
Number	175	173	214		N/A
Number resolved w/in 24 hours	132	140	157		N/A
% resolved w/in 24 hours	75.43%	80.92%	73.36%	80.00%	B
Service Requests					
Number	130	121	234		N/A
Number resolved on time	122	119	228		N/A
% resolved on time	93.85%	98.35%	97.44%	90.00%	A
Outages					
Number (including maintenance)	113	41	29	120	A
Avg. duration in hours	7.22	3.70	1.39		
<b>Applications</b>					
Repairs					
Number	484	537	418		N/A
Number resolved w/in 24 hours	334	366	306		N/A
% resolved w/in 24 hours	69.01%	68.16%	73.21%	70.00%	A
<b>Desktop</b>					
Repairs					
Number	1,417	1,380	1,343		N/A
Number resolved w/in 24 hours	900	874	769		N/A
% resolved w/in 24 hours	63.51%	63.33%	57.26%	60.00%	A
Service Requests					
Number	952	879	536		N/A
Number resolved on time	880	834	500		N/A
% resolved on time	92.44%	94.88%	93.28%	90.00%	A
<b>Helpdesk</b>					
Number total calls	4,165	4,099	3,661		N/A
Number resolved w/in 4 hours	1,880	1,856	1,600		N/A
Number resolved w/in 8 hours	268	264	233		N/A
% resolved w/in 8 hours	51.57%	51.72%	50.07%	40.00%	A
<b>GIS</b>					
Number total cases	178	276	310		N/A
Number resolved on time	161	257	282		N/A
% resolved on time	90.45%	93.12%	90.97%	80.00%	A
<b>Project Management</b>					
Avg. number IT projects (greater than 40 hours effort)	13	13	12		N/A
% on track	93.92%	93.83%	88.00%	90.00%	B
<b>Emails</b>					
Number	8,312,179	9,024,850	5,270,672		N/A
SPAM blocked	7,250,855	7,890,426	4,452,730		N/A
Viruses blocked	207,606	320,180	110,911		N/A
% SPAM	87.23%	87.43%	84.48%		N/A
% viruses	2.50%	3.55%	2.10%		N/A
<b>Servers</b>					
Avg. number	60	63	80		N/A
% availability (including maintenance)	99.15%	99.75%	99.88%	99.00%	A
<b>911 Calls</b>					
Number incoming calls	7,500	7,500	7,500	-	-

Alpharetta is a member of ICMA's (International City/County Management Association) performance measurement consortium which tracks data from various service units (e.g. police, fire, etc.) and allows for the comparison and exchange of data with other local governments

A = met or exceeded target  
B = within 15% of target  
C = missed target by more than 15%



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# **E-911 Fund**

The Organizational Chart is included under the *Public Safety* tab of this document.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
E-911 FUND (FUND 215)  
Five-year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 2,414,847	\$ 2,564,622	\$ 2,819,410	\$ 4,137,498	\$ 2,908,676
<i>% Change</i>		6.2%	9.9%	46.8%	-29.7%
<i>average 5 year percent change</i>		8.3%			
<b>Expenditures</b>	\$ 2,224,433	\$ 2,114,096	\$ 3,825,201	\$ 4,137,498	\$ 2,908,676
<i>% Change</i>		-5.0%	80.9%	8.2%	-29.7%
<i>average 5 year percent change</i>		13.6%			

Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
E-911 COMMUNICATIONS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Revenue</b>								
	Charges for Services:								
	E-911 Service Fees (land lines)	\$ 810,167	\$ 843,088	\$ 800,000	\$ -	\$ 800,000	\$ 814,000	1.8%	\$ 14,000
	E-911 Service Fees (cell phones)	1,191,158	1,437,553	1,315,000	-	1,315,000	1,121,000	-14.8%	(194,000)
	Intergovernmental:								
(8)	City of Milton	551,065	535,797	660,400	-	660,400	972,599	47.3%	312,199
	Interest:	11,147	2,971	2,259	-	2,259	1,077	-52.3%	(1,182)
	Miscellaneous:	1,084	-	-	-	-	-	-	-
	Other:								
	General Fund (subsidy)	-	-	-	-	-	-	-	-
(7)	Budgeted Fund Balance	-	-	-	1,359,839	1,359,839	-	-100.0%	(1,359,839)
	<b>Total Revenue</b>	<b>\$ 2,564,622</b>	<b>\$ 2,819,410</b>	<b>\$ 2,777,659</b>	<b>\$ 1,359,839</b>	<b>\$ 4,137,498</b>	<b>\$ 2,908,676</b>	<b>-29.7%</b>	<b>\$ (1,228,822)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
E-911 COMMUNICATIONS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Expenditures</b>								
	Personnel Services:								
	Salary	\$ 1,057,106	\$ 1,028,859	\$ 1,312,562	\$ -	\$ 1,312,562	\$ 1,305,486	-0.5%	\$ (7,076)
	Benefits	447,659	462,182	535,053	-	535,053	593,970	11.0%	58,917
(1)	<b>subtotal</b>	<b>\$ 1,504,764</b>	<b>\$ 1,491,041</b>	<b>\$ 1,847,615</b>	<b>\$ -</b>	<b>\$ 1,847,615</b>	<b>\$ 1,899,456</b>	<b>2.8%</b>	<b>\$ 51,841</b>
	Maintenance and Operations:								
(2)	Professional Development	\$ 2,339	\$ 6,834	\$ 15,000	\$ -	\$ 15,000	\$ 18,000	20.0%	\$ 3,000
	Professional Fees	2,432	3,510	8,000	-	8,000	9,000	12.5%	1,000
	Claims and Judgments	-	2,762	-	-	-	-	-	-
(3)	Equipment R&M	-	1,490	31,983	-	31,983	37,000	15.7%	5,017
	Facility R&M	-	979	8,500	-	8,500	8,500	0.0%	-
	Building Lease	37,722	37,722	37,750	-	37,750	37,750	0.0%	-
	Communications	420,047	380,930	372,000	-	372,000	372,000	0.0%	-
	Advertising	150	268	2,000	-	2,000	2,000	0.0%	-
	Printing	4,408	42	6,000	-	6,000	5,614	-6.4%	(386)
(2)	Travel	2,275	7,797	10,000	-	10,000	13,000	30.0%	3,000
(4)	Maintenance Contracts	2,406	1,156	170,843	-	170,843	195,161	14.2%	24,318
(5)	IT Professional Services	72,140	63,737	144,428	-	144,428	174,251	20.6%	29,823
	General Supplies	5,738	6,702	11,500	-	11,500	11,500	0.0%	-
	Uniforms	-	-	2,500	-	2,500	3,000	20.0%	500
	Utilities	39,181	41,262	62,316	-	62,316	63,000	1.1%	684
	Food/Meals	-	-	-	-	-	-	-	-
	Small Equipment	8,212	3,925	22,224	-	22,224	20,414	-8.1%	(1,810)
	IT Computer Refresh	12,284	-	-	-	-	1,030	-	1,030
	Non-Recurring	-	-	-	-	-	-	-	-
	<b>subtotal</b>	<b>\$ 609,332</b>	<b>\$ 559,117</b>	<b>\$ 905,044</b>	<b>\$ -</b>	<b>\$ 905,044</b>	<b>\$ 971,220</b>	<b>7.3%</b>	<b>\$ 66,176</b>
	Capital:								
(6)	Machinery & Equipment	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 38,000	52.0%	\$ 13,000
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 38,000</b>	<b>52.0%</b>	<b>\$ 13,000</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
E-911 COMMUNICATIONS  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Other:								
(7)	Non-Allocated/Reserve	\$ -	\$ -	\$ -	\$ 1,359,839	\$ 1,359,839	\$ -	-100.0%	\$ (1,359,839)
	Transfer to Capital Project Fund	-	1,775,043	-	-	-	-	-	-
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ 1,775,043</b>	<b>\$ -</b>	<b>\$ 1,359,839</b>	<b>\$ 1,359,839</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ (1,359,839)</b>
	<b>Total Expenditures</b>	<b>\$ 2,114,096</b>	<b>\$ 3,825,201</b>	<b>\$ 2,777,659</b>	<b>\$ 1,359,839</b>	<b>\$ 4,137,498</b>	<b>\$ 2,908,676</b>	<b>-29.7%</b>	<b>\$ (1,228,822)</b>

**Full-time Equivalent Positions**

21.0                      21.0                      24.0                      24.0                      24.0

- Notes**
- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends), increases in group insurance premiums, and a decrease in the defined benefit pension contribution.
  - (2) Variance due to additional funding for employee training and associated travel (if applicable).
  - (3) Variance due primarily to additional funding for radio repair and maintenance.
  - (4) Variance due to additional funding for Smart911 service (\$24,000). Smart911 is a free service where you provide emergency health data that gives 9-1-1 the tools to keep you and your family safe. It is 100% private, secure and used by 9-1-1 call centers across the country.
  - (5) Variance due to the increase in the number of licenses for OSSl software (\$25,764) and voice and data circuit services (\$4,674) combined with minor cost savings.
  - (6) Includes funding for the replacement of battery backups (\$18,000) and a 911recorder (\$20,000).
  - (7) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.
  - (8) In consideration for Alpharetta providing E911 and GCIC services to Milton, Milton agrees to fund a pro-rata (i.e. relative population) of the costs related to providing said services. In prior fiscal years, the formula was based on estimated populations with Alpharetta funding 75% and Milton funding 25% of eligible costs. The formula was revised (pursuant to the executed Intergovernmental Agreement with both parties) for FY 2013 to reflect final 2010 Census figures and resulted in the following pro-rata contribution rates: Alpharetta (63.8%); and Milton (36.2%).

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Revenue Summary by Account

Project #/Title		Account Details			FY 2012 Amended Budget	FY 2013 Recommended Budget
		Title	Account Detail			
215	0000	361.00	00	Interest	\$ 2,259	\$ 1,077
215	0000	395.00	00	Budgeted Fund Balance	1,359,839	-
215	3210	342.50	00	E-911 Service Fees (land lines)	800,000	814,000
215	3210	342.51	00	E-911 Service Fees (cell phones)	1,315,000	1,121,000
215	3800	337.05	10	City of Milton Intergovernmental Agreement	660,400	972,599
				<b>Total</b>	<b>\$ 4,137,498</b>	<b>\$ 2,908,676</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

**Budget:**

FY 2013

**Statement:**

Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2012 Project Budget Amended	FY 2013 Project Budget Request	E-911 Employee Expenses	E-911 ER Call Operations	E-911 Support Services
			3800EE	380012	3800SS
Professional Development	\$ 15,000	\$ 18,000	\$ 18,000	\$ -	\$ -
Professional Fees	8,000	9,000	6,000	3,000	-
Claims & Judgements	-	-	-	-	-
Equipment R&M	31,983	37,000	-	9,000	28,000
Facility R&M	8,500	8,500	-	8,500	-
Building Lease	37,750	37,750	-	37,750	-
Communications	372,000	372,000	-	372,000	-
Advertising	2,000	2,000	-	2,000	-
Printing	6,000	5,614	-	5,614	-
Travel	10,000	13,000	13,000	-	-
Maintenance Contracts	170,843	195,161	-	63,161	132,000
IT Professional Services	144,428	174,251	-	43,251	131,000
General Supplies	11,500	11,500	-	11,500	-
Uniforms	2,500	3,000	3,000	-	-
Utilities	62,316	63,000	-	63,000	-
Food/Meals	-	-	-	-	-
Small Equipment	22,224	20,414	6,500	13,914	-
IT Computer Refresh	-	1,030	-	1,030	-
Non-Recurring	-	-	-	-	-
Machinery & Equipment	25,000	38,000	-	38,000	-
<b>TOTAL</b>	<b>\$ 930,044</b>	<b>\$ 1,009,220</b>	<b>\$ 46,500</b>	<b>\$ 671,720</b>	<b>\$ 291,000</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

**Budget:** FY 2013

**Statement:** Expenditure Detail by Project (Maintenance and Operations/Capital)

					FY 2012 Adopted	FY 2013	
Project #/Title	Account Number			Title	Account Detail	Budget	Recommended Budget
<b>Employee Expenses 3800EE</b>	215	3800	521.10 00	Professional Development	Training	15,000	18,000
					Subscriptions	-	-
					<b>subtotal</b>	<b>15,000</b>	<b>18,000</b>
	215	3800	521.20 00	Professional Fees	Applicant Testing	2,500	3,000
					Applicant Background Checks	2,500	3,000
					<b>subtotal</b>	<b>5,000</b>	<b>6,000</b>
	215	3800	523.20 00	Communications	Pager Service	-	-
					Cell Phone Service	-	-
					<b>subtotal</b>	<b>-</b>	<b>-</b>
	215	3800	523.50 00	Travel	Training-Related Travel	10,000	13,000
				<b>subtotal</b>	<b>10,000</b>	<b>13,000</b>	
215	3800	531.17 00	Uniforms	Uniforms	2,500	3,000	
				<b>subtotal</b>	<b>2,500</b>	<b>3,000</b>	
215	3800	531.60 00	Small Equipment	Small Equipment	6,500	6,500	
				<b>subtotal</b>	<b>6,500</b>	<b>6,500</b>	
215	3800	542.10 00	Machinery & Equipment		-	-	
				<b>subtotal</b>	<b>-</b>	<b>-</b>	
<b>Total</b>						<b>\$ 39,000</b>	<b>\$ 46,500</b>
<b>ER Call Operations</b>	215	3800	521.20 00	Professional Fees	Datamax (GCIC software)	-	-
					Language Line	3,000	3,000
					<b>subtotal</b>	<b>3,000</b>	<b>3,000</b>
	215	3800	521.70 00	Claims and Judgements	Claims	-	-
					<b>subtotal</b>	<b>-</b>	<b>-</b>
	215	3800	522.20 10	Equipment R & M	General R&M	2,000	2,000
					DPS (Printer R&M)	-	-
					Other Equipment Repair	6,983	7,000
					<b>subtotal</b>	<b>8,983</b>	<b>9,000</b>
	215	3800	522.20 50	Facilities R&M	R&M	8,500	8,500
				<b>subtotal</b>	<b>8,500</b>	<b>8,500</b>	
215	3800	522.31 00	Building Rental	Lease for Building Space	37,750	37,750	
				<b>subtotal</b>	<b>37,750</b>	<b>37,750</b>	
215	3800	523.30 00	Advertising	Recruitment Advertising	2,000	2,000	
				Bid Advertising	-	-	
				<b>subtotal</b>	<b>2,000</b>	<b>2,000</b>	
215	3800	523.85 01	Maintenance Contracts	GCIC	-	-	
				Copier Maintenance (DTGroup)	2,000	2,000	
				GRM Document Storage	161	161	
				Other Services	682	1,000	
				AT&T Phone System Maint Contract	60,000	60,000	
				<b>subtotal</b>	<b>62,843</b>	<b>63,161</b>	

City of Alpharetta

Budget: FY 2013

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted	FY 2013
				Budget	Recommended Budget
215	3800 523.20 00	Communications	TDD Service	2,000	2,000
			Bellsouth Service	225,000	225,000
			Long Distance	-	-
			Wireless Subscriptions (Phase II)	145,000	145,000
			<b>subtotal</b>	<b>372,000</b>	<b>372,000</b>
215	3800 523.40 00	Printing	Various Printing	6,000	5,614
			<b>subtotal</b>	<b>6,000</b>	<b>5,614</b>
215	3800 523.90 00	IT Professional Services	American Fiber Systems	-	-
			DEVELOPER LICENSE FOR MDM	-	2
			CISCO NETWORK TECHNICAL SUPPORT	716	814
			TELEPHONY COMM SERVICE/SUPPORT	-	4,674
			WORKSTATION/SERVER BACKUP & DISASTER	206	-
			ANTI-VIRUS SOFTWARE MAINTENANCE/RENEWAL	59	103
			CITY INTERNET CIRCUIT CONNECTION -	47	49
			DATA CENTER APC/MGE UPS SYSTEM	105	124
			WORKSTATION DEFRAGMENTOR SOFTWARE	80	93
			DISASTER RECOVERY EMAIL MGMT SOFTWARE	349	350
			CITYWIDE MICROSOFT LICENSING	2,026	2,141
			EMAIL ARCHIVING SOFTWARE	76	-
			GIS MOBILE FIELD MAPPING & DATA COLLECTION	814	958
			DATABASE MANAGEMENT SOFTWARE	115	124
			BLACKBERRY SERVER MAINTENANCE/RENEWAL	30	-
			DATA CENTER FIRE SUPPRESSION SYSTEM -	21	23
			EMAIL FILTERING SERVICES	222	247
			WEB FILTERING SERVICES	68	124
			LINK BALANCER	-	33
			IP MONITORING SOFTWARE	12	21
			NETWORK MONITORING SOFTWARE	31	31
			TELEPHONE WIRING SERVICES	206	206
			NETWORK CONSULTING SERVICES	412	412
			CISCO NETWORK SUPPORT SERVICES	618	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	33	29
			WEBSITE OUTAGE MONITORING SERVICE	4	10
			GIS PARCEL BUILDING SOFTWARE	182	182
			TELEPHONY SUPPORT SERVICES	824	82
			INTRUSION DETECTION	-	165
			PHONE EQUIPMENT MAINTENANCE & SUPPORT	492	165
			VMWARE ENVIRONMENT TECHNICAL SUPPORT	72	82
			WORKSTATION/SERVER BACKUP & DISASTER	21	-
VIRTUAL SERVER LICENSING & SUPPORT	113	540			

**City of Alpharetta**

**Budget:** FY 2013

**Statement:** Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number	Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
			OFFSITE ARCHIVE OF COA DATA	-	741
			EMPLOYEE SELF SERVICE SOFTWARE	39	31
			ENTERPRISE LICENSING FOR PASSWORD	51	51
			CITY ENTERPRISE DATA MANAGEMENT	-	494
			CITY INTERNET CIRCUIT CONNECTION	488	791
			AD AUDIT	-	37
			COMPUTER AIDED DISPATCH SOFTWARE	19,513	16,500
			911 RECORDING SOFTWARE MAINTENANCE &	5,000	4,900
			EMERGENCY MEDICAL DISPATCHER SOFTWARE	3,012	3,100
			PAGER SERVICES	509	520
			LONG DISTANCE SERVICE	196	56
			CELL PHONE SERVICE	1,088	2,856
			DATA CARD SERVICE	1,517	1,390
			MISC IT PROFESSIONAL SERVICES	-	-
			WIDE SCREEN MONITOR	-	-
			<b>subtotal</b>	<b>39,367</b>	<b>43,251</b>
215	3800 531.10 00	General Supplies	Office Supplies	6,000	6,000
			Janitorial Supplies	2,500	2,500
			Maps, Atlases, & Directories	3,000	3,000
			<b>subtotal</b>	<b>11,500</b>	<b>11,500</b>
215	3800 531.20 00	Utilities	Electric	50,000	52,000
			Garbage	8,816	8,500
			Natural Gas	2,400	1,500
			Water	1,100	1,000
			<b>subtotal</b>	<b>62,316</b>	<b>63,000</b>
215	3800 531.60 00	Small Equipment	Small Equipment	15,000	13,000
			PRINTER REPAIR	124	144
			CELL PHONE EQUIPMENT	600	770
			<b>subtotal</b>	<b>15,724</b>	<b>13,914</b>
215	3800 531.60 01	IT Computer Refresh	Workstation Replacement	-	-
			Server/VM Ware	-	-
			PRINTER REPAIR	-	-
			PRINTER REPLACEMENT	-	247
			CELL PHONE EQUIPMENT	-	330
			SERVERS & SERVER MAINTENANCE EXT	-	453
			DATA CARD EQUIPMENT	-	-
			<b>subtotal</b>	<b>-</b>	<b>1,030</b>
215	3800 542.10 00	Machinery & Equipment	Motorola Replacement	-	-
			Netlock GPS Time Coordination Replacement	25,000	-
			BACK-UP BATTERY REPLACEMENT	-	18,000

**City of Alpharetta**

**Budget:** FY 2013

**Statement:** Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
					911 RECORDER UPGRADE		20,000
					<b>subtotal</b>	<b>25,000</b>	<b>38,000</b>
	215	3800	531.30 00	Food/Meals	Food	-	-
					<b>subtotal</b>	-	-
	215	3800	532.40 00	Non-Recurring	Employee Recognition	-	-
					<b>subtotal</b>	-	-
				<b>Total</b>		<b>\$ 654,983</b>	<b>\$ 671,720</b>
<b>Support Services</b>	215	3800	521.20 00	Professional Fees		-	-
<b>3800SS</b>					<b>subtotal</b>	-	-
<i>City of Alpharetta costs - not a part of Milton Intergovernmental Agreement</i>	215	3800	522.20 10	Equipment R & M	Radios	15,000	20,000
					Atlanta Communications (911 Radios)	8,000	8,000
					<b>subtotal</b>	<b>23,000</b>	<b>28,000</b>
	215	3800	523.30 00	Advertising		-	-
					<b>subtotal</b>	-	-
	215	3800	523.85 01	Maintenance Contracts	Code Red Maint (Emergency Comm. Network)	15,000	15,000
					Smart911		24,000
					Fulton County Radio System	68,000	68,000
					Weather Monitoring	5,000	5,000
					Atlanta Communications (911 Radios)	20,000	20,000
					<b>subtotal</b>	<b>108,000</b>	<b>132,000</b>
	215	3800	523.90 00	IT Professional Services	OSSI Software Maint. (CAD, etc.)	104,236	130,000
					Commander Siren Maint (weather alert software)	825	1,000
					<b>subtotal</b>	<b>105,061</b>	<b>131,000</b>
	215	3800	523.20 00	Communications		-	-
					<b>subtotal</b>	-	-
	215	3800	531.10 00	General Supplies	Microphones and headphones	-	-
					<b>subtotal</b>	-	-
	215	3800	531.20 00	Utilities		-	-
					<b>subtotal</b>	-	-
				<b>Total</b>		<b>\$ 236,061</b>	<b>\$ 291,000</b>
				<b>Grand Total</b>		<b>\$ 930,044</b>	<b>\$ 1,009,220</b>

# **IMPACT FEE FUND**

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
IMPACT FEE FUND (FUND 270)  
Five-Year Financial Summary**

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Amended Budget FY 2012	Recommen ed Budget FY 2013
<b>Revenue</b> \$	606,090	\$ 107,079	\$ 251,718	\$ 489,792	\$ 46,350
<i>% Change</i>		-79.0%	135.1%	94.6%	-90.5%
<i>average 5-year % change</i>		15.0%			
<b>Expendi</b> \$	236,755	\$ 104,486	\$ 507,533	\$ 489,792	\$ 46,350
<i>% Change</i>		-94.8%	385.7%	-3.5%	-90.5%
<i>average 5-year % change</i>		49.2%			

Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
IMPACT FEE FUND (FUND 270)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2009	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	<b>Revenue</b>									
	Charges for Services:									
	Impact Fees									
	Streets/Highways	\$ 277,880	\$ 53,490	\$ 141,748	\$ 7,500	\$ -	\$ 7,500	\$ 15,000	100.0%	\$ 7,500
	Recreation/Parks	138,024	23,336	31,132	7,500	-	7,500	15,000	100.0%	7,500
	Public Safety	175,943	27,660	78,236	15,000	-	15,000	15,000	0.0%	-
	Interest:	14,243	2,593	602	2,500	-	2,500	1,350	-46.0%	(1,150)
	Other:									
(1)	Budgeted Fund Balance	-	-	-	240,000	217,292	457,292	-	-100.0%	(457,292)
	<b>Total Revenue</b>	<b>\$ 606,090</b>	<b>\$ 107,079</b>	<b>\$ 251,718</b>	<b>\$ 272,500</b>	<b>\$ 217,292</b>	<b>\$ 489,792</b>	<b>\$ 46,350</b>	<b>-90.5%</b>	<b>\$ (443,442)</b>
	<b>Expenditures</b>									
	Other:									
	Impact Fee Administration	\$ 17,755	\$ 3,135	\$ 7,533	\$ 900	\$ -	\$ 900	\$ 1,350	50.0%	\$ 450
(2)	Transfer to Debt Svc. Fund	219,000	101,351	500,000	271,600	-	271,600	-	-100.0%	(271,600)
(1)	Non-Allocated/Reserve									
	Streets/Highways	-	-	-	-	112,605	112,605	15,000	-86.7%	(97,605)
	Recreation/Parks	-	-	-	-	40,568	40,568	15,000	-63.0%	(25,568)
	Public Safety	-	-	-	-	64,119	64,119	15,000	-76.6%	(49,119)
	<b>Total Expenditures</b>	<b>\$ 236,755</b>	<b>\$ 104,486</b>	<b>\$ 507,533</b>	<b>\$ 272,500</b>	<b>\$ 217,292</b>	<b>\$ 489,792</b>	<b>\$ 46,350</b>	<b>-90.5%</b>	<b>\$ (443,442)</b>

**Notes:**

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.
- (2) Impact Fee monies for FY's 2009-2012 were transferred to the Debt Service Fund to offset debt service on general obligation bonds issued to fund system improvements (recreation/parks, streets, and public safety). Impact Fees in FY 2013 will be reserved for future system improvements.



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# **DRUG ENFORCEMENT AGENCY FUND**

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
DRUG ENFORCEMENT AGENCY FUND (FUND 210)  
Five-Year Financial Summary**

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Amended Budget FY 2012	Recommended Budget FY 2013
<b>Revenue</b>	\$ 410,919	\$ 511,494	\$ 1,127,234	\$ 1,334,438	\$ 250,000
<i>% Change</i>		24.5%	120.4%	18.4%	-81.3%
<i>average 5-year % change</i>		20.5%			
<b>Expenditures</b>	\$ 271,654	\$ 279,703	\$ 649,764	\$ 1,334,438	\$ 250,000
<i>% Change</i>		3.0%	132.3%	105.4%	-81.3%
<i>average 5-year % change</i>		39.8%			

Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
DRUG ENFORCEMENT AGENCY FUND (FUND 210)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
Fines & Forfeitures:									
(1)	Confiscation (DEA)	\$ 507,289	\$ 1,041,242	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	0.0%	-
	Confiscation (State Seizure)	-	83,972	-	-	-	-	-	-
	Interest:	3,142	2,019	2,500	-	2,500	2,500	0.0%	-
Other:									
	Miscellaneous Revenue	1,064	-	-	-	-	-	-	-
(1)	Budgeted Fund Balance	-	-	197,500	1,084,438	1,281,938	197,500	-84.6%	(1,084,438)
<b>Total Revenue</b>		<b>\$ 511,494</b>	<b>\$ 1,127,234</b>	<b>\$ 250,000</b>	<b>\$ 1,084,438</b>	<b>\$ 1,334,438</b>	<b>\$ 250,000</b>	<b>-81.3%</b>	<b>\$ (1,084,438)</b>

**Expenditures**

Maintenance and Operations:

Professional Development	\$ 48,750	\$ 43,785	\$ 25,000	\$ 16,592	\$ 41,592	\$ 25,000	-39.9%	\$ (16,592)
High-Tech Training Room	-	-	-	42,300	42,300	-	-100.0%	(42,300)
Professional Fees	-	698	12,000	-	12,000	12,000	0.0%	-
Vehicle R&M	-	42	-	-	-	-	-	-
Travel	6,395	3,419	10,403	-	10,403	10,403	0.0%	-
IT Professional Services	-	6,117	1,597	-	1,597	1,597	0.0%	-
General Supplies	-	1,380	5,000	-	5,000	5,000	0.0%	-
Uniforms	586	763	5,000	16,820	21,820	5,000	-77.1%	(16,820)
Non-Recurring	-	26,135	-	5,650	5,650	-	-100.0%	(5,650)
Small Equipment	103,983	174,449	100,000	167,386	267,386	100,000	-62.6%	(167,386)
<b>subtotal</b>	<b>\$ 159,713</b>	<b>\$ 256,786</b>	<b>\$ 159,000</b>	<b>\$ 248,748</b>	<b>\$ 407,748</b>	<b>\$ 159,000</b>	<b>-61.0%</b>	<b>\$ (248,748)</b>

Capital:

Command & Control Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Machinery	119,990	392,978	91,000	199,249	290,249	91,000	-68.6%	(199,249)
<b>subtotal</b>	<b>\$ 119,990</b>	<b>\$ 392,978</b>	<b>\$ 91,000</b>	<b>\$ 199,249</b>	<b>\$ 290,249</b>	<b>\$ 91,000</b>	<b>-68.6%</b>	<b>\$ (199,249)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
PUBLIC SAFETY DEPARTMENT  
DRUG ENFORCEMENT AGENCY FUND (FUND 210)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(2)	Other:								
	Reserve (DEA)	\$ -	\$ -	\$ -	\$ 576,364	\$ 576,364	\$ -	-100.0%	\$ (576,364)
	Reserve (State Seizure)	-	-	-	60,077	60,077	-	-100.0%	(60,077)
	<b>subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 636,441</b>	<b>\$ 636,441</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ (636,441)</b>
	<b>Total Expenditures</b>	<b>\$ 279,703</b>	<b>\$ 649,764</b>	<b>\$ 250,000</b>	<b>\$ 1,084,438</b>	<b>\$ 1,334,438</b>	<b>\$ 250,000</b>	<b>-81.3%</b>	<b>\$ (1,084,438)</b>

Notes:

- (1) Annual confiscation revenue appropriations are estimated herein at conservatively minor amounts due to their non-standard collection pattern. The annual budget will rely primarily upon available fund balance (i.e. revenue collections in excess of expenditures/commitments). Revenue collection in excess of the minor amounts budgeted will further augment available fund balance.
- (2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

# **HOTEL/MOTEL FUND**

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
HOTEL/MOTEL FUND (FUND 275)  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,110,946	\$ 3,410,946
<i>% Change</i>	-16.7%	-7.5%	10.7%	9.9%	9.6%
<i>average 5-year</i>	1.2%				
<b>Expenditures</b>	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,110,946	\$ 3,410,946
<i>% Change</i>	-16.7%	-7.5%	10.7%	9.9%	9.6%
<i>average 5-year</i>	1.2%				

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
HOTEL/MOTEL FUND (FUND 275)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2009	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>										
	Other Taxes:									
	Hotel/Motel Taxes	\$ 3,062,307	\$ 2,831,888	\$ 3,133,641	\$ 3,100,000	\$ -	\$ 3,100,000	\$ 3,400,000	9.7%	\$ 300,000
	Other:									
	Budgeted Fund Balance	-	-	-	-	10,946	10,946	10,946	0.0%	-
	<b>Total Revenue</b>	<b>\$ 3,062,307</b>	<b>\$ 2,831,888</b>	<b>\$ 3,133,641</b>	<b>\$ 3,100,000</b>	<b>\$ 10,946</b>	<b>\$ 3,110,946</b>	<b>\$ 3,410,946</b>	<b>9.6%</b>	<b>\$ 300,000</b>
<b>Expenditures</b>										
	Other:									
	Alpharetta Business Community	\$ 510,487	\$ 472,076	\$ 522,378	\$ 516,770	\$ -	\$ 516,770	\$ 568,605	10.0%	\$ 51,835
	Alpharetta Convention & Visitor's Bureau	1,326,897	1,227,057	1,357,807	1,343,230	-	1,343,230	1,477,963	10.0%	134,733
	City of Alpharetta	1,224,923	1,132,755	1,253,457	1,240,000	-	1,240,000	1,364,378	10.0%	124,378
	Reserve	-	-	-	-	10,946	10,946	-	-100.0%	(10,946)
	<b>Total Expenditures</b>	<b>\$ 3,062,307</b>	<b>\$ 2,831,888</b>	<b>\$ 3,133,641</b>	<b>\$ 3,100,000</b>	<b>\$ 10,946</b>	<b>\$ 3,110,946</b>	<b>\$ 3,410,946</b>	<b>9.6%</b>	<b>\$ 300,000</b>



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# **DEBT SERVICE FUND SUMMARY**

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
DEBT SERVICE FUND (FUND 410)  
Five-Year Financial Summary**

	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Actual FY 2011</b>	<b>Amended Budget FY 2012</b>	<b>Recommended Budget FY 2013</b>
<b>Revenue</b>	\$ 16,702,612	\$ 7,473,273	\$ 7,729,232	\$ 11,520,045	\$ 3,781,000
<i>% Change</i>		-55.3%	3.4%	49.0%	-67.2%
<i>average 5-year % change</i>		-17.5%			
<b>Expenditures</b>	\$ 18,475,869	\$ 9,537,400	\$ 9,591,965	\$ 11,520,045	\$ 3,781,000
<i>% Change</i>		-48.4%	0.6%	20.1%	-67.2%
<i>average 5-year % change</i>		-23.7%			
Fiscal Year 2009 included bond refunding activity.					

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
DEBT SERVICE FUND (FUND 410)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
(1) Property Taxes:									
	Current Year	\$ 6,869,812	\$ 6,628,279	\$ 6,356,000	\$ -	\$ 6,356,000	\$ 3,607,000	-43.3%	\$ (2,749,000)
	Delinquent	121,725	178,123	75,000	-	75,000	-	-100.0%	(75,000)
	Motor Vehicle	296,528	314,180	277,000	-	277,000	169,000	-39.0%	(108,000)
	Delinquent	48,426	81,511	-	-	-	-	-	-
	Interest:	35,431	27,139	20,000	-	20,000	5,000	-75.0%	(15,000)
Other:									
	Miscellaneous	-	-	-	-	-	-	-	-
	Transfer-In (Impact Fee Fund)	101,351	500,000	271,600	-	271,600	-	-100.0%	(271,600)
	Transfer-In (Bond IV Fund)	-	-	-	-	-	-	-	-
	Budgeted Fund Balance	-	-	4,520,445	-	4,520,445	-	-100.0%	(4,520,445)
Refunding Bond Proceeds									
	General Obligation, Series 2009	-	-	-	-	-	-	-	-
	Dev. Authority, Series 2009	-	-	-	-	-	-	-	-
	<b>Total Revenue</b>	<b>\$ 7,473,273</b>	<b>\$ 7,729,232</b>	<b>\$ 11,520,045</b>	<b>\$ -</b>	<b>\$ 11,520,045</b>	<b>\$ 3,781,000</b>	<b>-67.2%</b>	<b>\$ (7,739,045)</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
DEBT SERVICE FUND (FUND 410)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Expenditures</b>									
	Maintenance & Operations:								
	Professional Services	\$ 5,000	\$ 3,150	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0.0%	\$ -
	Debt Service (Principal & Interest):								
	City of Alpharetta								
	General Obligation Bonds (GO)								
	Series 1992	2,241,825	-	-	-	-	-	-	-
	Series 2003 (refunding)	1,357,581	3,618,619	3,667,494	-	3,667,494	-	-100.0%	(3,667,494)
	Series 2006	2,080,663	2,067,738	2,058,538	-	2,058,538	2,037,850	-1.0%	(20,688)
	Series 2009 (refunding)	3,766,415	3,776,650	1,363,250	-	1,363,250	-	-100.0%	(1,363,250)
	Series 2012	-	-	-	-	-	1,517,950	-	1,517,950
	Development Authority of Alpharetta								
	Series 1998	-	-	-	-	-	-	-	-
	Series 2009 (refunding)	83,847	125,808	125,763	-	125,763	126,176	0.3%	413
	Current Refunding								
	Series 1998 (GO)	2,069	-	-	-	-	-	-	-
	Other Uses:								
	(2) Transfer to Capital Project Fund	-	-	4,300,000	-	4,300,000	-	-100.0%	(4,300,000)
	(3) Debt Service Reserve	-	-	-	-	-	94,024	-	94,024
	<b>Total Expenditures</b>	<b>\$ 9,537,400</b>	<b>\$ 9,591,965</b>	<b>\$ 11,520,045</b>	<b>\$ -</b>	<b>\$ 11,520,045</b>	<b>\$ 3,781,000</b>	<b>-67.2%</b>	<b>\$ (7,739,045)</b>

**Notes:**

- (1) The reduction in property tax revenue is primarily related to the drop in the underlying millage rate as the city's debt service has declined. The motor vehicle revenue is also experiencing the partial year impact of House Bill 386 which is phasing out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city will still receive motor vehicle taxes on vehicles titled before March 1, 2013 until the vehicle is sold/transferred. The city is forecasting motor vehicle revenues to be fully phased-out over the seven year period ending in FY 2020..
- (2) The city's General Fund transferred over \$6.0M to smooth the tax levy necessary to support escalating debt service requirements from 2007-2011. This figure represents the available balance that can be utilized for capital initiatives.
- (3) The city has conservatively budgeted an overall reduction in property values/revenues for FY 2013 (based on trend data). However, a debt service reserve is being maintained to further insulate the city from: (a) non-property tax revenue declines; and (b) property tax revenue declines in excess of those already forecasted.

# **SOLID WASTE FUND**

The Organizational Chart is included under the *Finance* tab of this document.

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE DEPARTMENT  
SOLID WASTE FUND (FUND 540)  
Five-Year Financial Summary**

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Amended Budget FY 2012	Recommended Budget FY 2013
<b>Revenue</b>	\$ 2,664,165	\$ 2,652,118	\$ 3,087,164	\$ 3,461,963	\$ 3,160,933
<i>% Change</i>		-0.5%	16.4%	12.1%	-8.7%
<i>average 5-year % change</i>		4.8%			
<b>Expenditures</b>	\$ 2,525,644	\$ 2,677,689	\$ 3,048,205	\$ 3,461,963	\$ 3,160,933
<i>% Change</i>		6.0%	13.8%	13.6%	-8.7%
<i>average 5-year % change</i>		6.2%			

Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE DEPARTMENT  
SOLID WASTE FUND (FUND 540)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
	Charges for Services:								
	Refuse Collection Fees	\$ 2,243,793	\$ 2,680,515	\$ 2,685,000	\$ -	\$ 2,685,000	\$ 2,775,000	3.4%	90,000
	Tag Fees	3,625	(1,546)	1,000	-	1,000	1,000	0.0%	-
	Commercial Hauler Fees	27,154	23,603	25,000	-	25,000	20,000	-20.0%	(5,000)
	Environmental Fees	332,071	341,486	335,000	-	335,000	350,000	4.5%	15,000
	Penalties and Fees	37,926	39,324	10,000	-	10,000	10,000	0.0%	-
	Bad Check Fees	801	351	500	-	500	500	0.0%	-
	Interest:	6,749	3,431	6,660	-	6,660	4,433	-33.4%	(2,227)
	Other:								
	General Fund (subsidy/other)	-	-	-	-	-	-	-	-
(3)	Budgeted Fund Balance	-	-	-	-	398,803	-	-100.0%	(398,803)
	<b>Total Revenue</b>	<b>\$ 2,652,118</b>	<b>\$ 3,087,164</b>	<b>\$ 3,063,160</b>	<b>\$ -</b>	<b>\$ 3,461,963</b>	<b>\$ 3,160,933</b>	<b>-8.7%</b>	<b>\$ (301,030)</b>
<b>Expenditures</b>									
(1)	Personnel Services:								
	Salaries	\$ 38,380	\$ 37,821	\$ 38,443	\$ -	\$ 38,443	\$ 39,101	1.7%	\$ 658
	Benefits	16,034	16,449	17,143	-	17,143	17,372	1.3%	229
	<b>subtotal</b>	<b>\$ 54,414</b>	<b>\$ 54,270</b>	<b>\$ 55,586</b>	<b>\$ -</b>	<b>\$ 55,586</b>	<b>\$ 56,473</b>	<b>1.6%</b>	<b>\$ 887</b>
	Maintenance and Operations:								
	Professional Development	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	0.0%	\$ -
(2)	Professional Fees	2,562,927	2,943,792	2,963,000	-	2,963,000	3,060,000	3.3%	97,000
	Printing	13,453	11,409	14,000	-	14,000	14,000	0.0%	-
	Travel	45	-	-	-	-	-	-	-
	General Supplies	22,249	21,521	28,074	-	28,074	27,960	-0.4%	(114)
	<b>subtotal</b>	<b>\$ 2,598,674</b>	<b>\$ 2,976,722</b>	<b>\$ 3,007,574</b>	<b>\$ -</b>	<b>\$ 3,007,574</b>	<b>\$ 3,104,460</b>	<b>3.2%</b>	<b>\$ 96,886</b>

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
FINANCE DEPARTMENT  
SOLID WASTE FUND (FUND 540)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Other:								
	Bad Debt Expense	\$ 24,601	\$ 17,213	\$ -	\$ -	\$ -	\$ -	-	\$ -
(3)	Non-Allocated/Reserve	-	-	-	398,803	398,803	-	-100.0%	(398,803)
	<b>subtotal</b>	<b>\$ 24,601</b>	<b>\$ 17,213</b>	<b>\$ -</b>	<b>\$ 398,803</b>	<b>\$ 398,803</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ (398,803)</b>
	<b>Total Expenditures</b>	<b>\$ 2,677,689</b>	<b>\$ 3,048,205</b>	<b>\$ 3,063,160</b>	<b>\$ 398,803</b>	<b>\$ 3,461,963</b>	<b>\$ 3,160,933</b>	<b>-8.7%</b>	<b>\$ (301,030)</b>

**Full-time Equivalent Positions**

1.0                      1.0                      1.0                      1.0                      1.0

**Notes**

- (1) Variance due primarily to wage increases associated with the 2.5% performance-based merit program scheduled for April 1, 2013 (contingent upon a mid-year review of revenue trends) and increases in group insurance costs.
- (2) Variance is due primarily to growth in the city's service base.
- (3) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.

# **REVENUE SUMMARY BY ACCOUNT**

**City of Alpharetta**

Budget:

FY 2013

Statement:

Revenue Summary by Account

Project #/Title		Account Number			FY 2012 Amended Budget	FY 2013 Recommended Budget
				Title		
540	0000	361.00	00	Interest Revenues	\$ 6,660	\$ 4,433
540	0000	395.00	00	Budgeted Fund Balance	398,803	-
540	4510	324.11	00	Solid Waste Permit (penalties)	-	-
540	4510	324.41	00	Solid Waste Permit (interest)	-	-
540	4510	344.11	00	Refuse Collection Fees	2,685,000	2,775,000
540	4510	344.11	10	Tag Fees	1,000	1,000
540	4510	344.14	00	Commercial Hauler Fees	25,000	20,000
540	4510	344.17	00	Environmental Fees	335,000	350,000
540	4510	349.90	00	Penalty/Interest	10,000	10,000
540	4510	349.93	00	Bad Check Fees	500	500
				<b>Total</b>	<b>\$ 3,461,963</b>	<b>\$ 3,160,933</b>

# **EXPENDITURE SUMMARY** **BY PROJECT**

**City of Alpharetta**

Budget:

FY 2013

Statement:

Expenditure Summary by Project (Maintenance and Operations/Capital)

<b>ACCOUNT DESCRIPTION</b>	<b>FY 2012 Project Budget Amended</b>	<b>FY 2013 Project Budget Request</b>	<b>SW Employee Expenses 4510EE</b>	<b>Solid Waste Billing 451010</b>
Professional Development	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
Professional Fees	2,963,000	3,060,000	-	3,060,000
Printing	14,000	14,000	-	14,000
Travel	-	-	-	-
General Supplies	28,074	27,960	-	27,960
<b>TOTAL</b>	<b>\$ 3,007,574</b>	<b>\$ 3,104,460</b>	<b>\$ 2,500</b>	<b>\$ 3,101,960</b>

# **EXPENDITURE DETAIL** **BY PROJECT**

**City of Alpharetta**

Budget: FY 2013  
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Project #/Title	Account Number			Title	Account Detail	FY 2012 Adopted Budget	FY 2013 Recommended Budget
Employee Expenses 4510EE	540	4510	521.10 00	Professional Development	PROFESSIONAL DEVELOPMENT	2,500	2,500
					<b>subtotal</b>	<b>2,500</b>	<b>2,500</b>
	540	4510	523.50 00	Travel	TRAVEL EXPENSES	-	-
					<b>subtotal</b>	<b>-</b>	<b>-</b>
				<b>Total</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>
Solid Waste Administration 451010	540	4510	521.20 00	Professional Fees	REPUBLIC COLLECTION FEES	2,456,000	2,553,000
					GARBAGE TAGS	2,000	2,000
					ENVIRONMENTAL FEES	450,000	450,000
					RECYCLING/HAZARDOUS WASTE COLLECTION EVENT	50,000	50,000
					VANTAGE CC CHARGES	5,000	5,000
					<b>subtotal</b>	<b>2,963,000</b>	<b>3,060,000</b>
	540	4510	523.40 00	Printing	Data Media - printing statements	14,000	14,000
					<b>subtotal</b>	<b>14,000</b>	<b>14,000</b>
	540	4510	531.10 00	General Supplies	OFFICE SUPPLIES	5,074	4,960
					Data Media - postage for statements	23,000	23,000
					<b>subtotal</b>	<b>28,074</b>	<b>27,960</b>
				<b>Total</b>		<b>\$ 3,005,074</b>	<b>\$ 3,101,960</b>
				<b>Total Budget</b>		<b>\$ 3,007,574</b>	<b>\$ 3,104,460</b>

# **RISK MANAGEMENT FUND**

# **5-YEAR FINANCIAL SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RISK MANAGEMENT FUND (FUND 600)  
Five-Year Financial Summary**

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Amended Budget FY 2012	Recommended Budget FY 2013
<b>Revenue</b>	\$ 760,097	\$ 1,674,386	\$ 1,317,084	\$ 1,545,098	\$ 1,169,500
<i>% Change</i>		120.3%	-21.3%	17.3%	-24.3%
<i>average 5-year % change</i>		23.0%			
<b>Expenditures</b>	\$ 760,097	\$ 1,670,865	\$ 937,008	\$ 1,545,098	\$ 1,169,500
<i>% Change</i>		119.8%	-43.9%	64.9%	-24.3%
<i>average 5-year % change</i>		29.1%			

Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.

# **FUND BUDGET SUMMARY**

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RISK MANAGEMENT FUND (FUND 600)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMENDMENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
<b>Revenue</b>									
	Charges for Services:								
	Workers Comp. Charges	\$ 425,000	\$ 480,698	\$ 525,000	\$ -	\$ 525,000	\$ 505,000	-3.8%	\$ (20,000)
	Other:								
	General Fund Cont./Transfer	1,249,386	726,300	636,500	-	636,500	664,500	4.4%	28,000
	Insurance Proceeds	-	110,086	-	-	-	-	-	-
(1)	Budgeted Fund Balance	-	-	-	383,598	383,598	-	-100.0%	(383,598)
	<b>Total Revenue</b>	<b>\$ 1,674,386</b>	<b>\$ 1,317,084</b>	<b>\$ 1,161,500</b>	<b>\$ 383,598</b>	<b>\$ 1,545,098</b>	<b>\$ 1,169,500</b>	<b>-24.3%</b>	<b>\$ (375,598)</b>

**Expenditures**

(2)	Maintenance and Operations:								
	Workers Com. Administration	\$ 16,542	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Professional Fees	40,699	135,123	100,000	-	100,000	125,000	25.0%	25,000
	<i>workers comp. medical review fees</i>								
	<i>insurance brokerage fees</i>								
	<i>actuarial analysis</i>								
	<i>risk management service fees</i>								
	Claims and Judgments	976,147	305,021	525,000	-	525,000	505,000	-3.8%	(20,000)
	<i>reserve for current-year losses</i>								
	Bond	-	-	-	-	-	-	-	-
	Vehicle Liability	143,013	103,088	110,000	-	110,000	105,000	-4.5%	(5,000)
	<i>auto liability</i>								
	<i>auto/physical damage</i>								
	Property & Equipment Liability	45,351	49,034	50,000	-	50,000	60,000	20.0%	10,000
	<i>property/inland marine</i>								
	<i>equipment breakdown</i>								
	<i>inland marine</i>								
	General Liability	79,650	77,120	80,000	-	80,000	80,000	0.0%	-

**CITY OF ALPHARETTA  
RECOMMENDED BUDGET FY 2013  
RISK MANAGEMENT FUND (FUND 600)  
BUDGET REQUEST BY ACCOUNT**

*Amended FY 2012 to FY 2013*

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ADOPTED BUDGET FY 2012	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2012	RECOMMENDED BUDGET FY 2013	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Law Enforcement Liability	124,466	112,825	115,000	-	115,000	125,000	8.7%	10,000
	Public Entity Liability	50,091	26,439	35,000	-	35,000	30,000	-14.3%	(5,000)
	<i>management liability</i>								
	<i>employment practices liability</i>								
	Workers Comp. Excess Liability	67,271	53,208	60,000	-	60,000	60,000	0.0%	-
	Employee Benefits Liability	475	428	500	-	500	500	0.0%	-
	Criminal Liability	6,579	3,085	6,000	-	6,000	4,000	-33.3%	(2,000)
	Umbrella and Excess Liability	120,581	71,637	80,000	-	80,000	75,000	-6.3%	(5,000)
	Other:								
(1)	Non-Allocated/Reserve	-		-	-	383,598	-	-100.0%	(383,598)
	<b>Total Expenditures</b>	<b>\$ 1,670,865</b>	<b>\$ 937,008</b>	<b>\$ 1,161,500</b>	<b>\$ -</b>	<b>\$ 1,545,098</b>	<b>\$ 1,169,500</b>	<b>-24.3%</b>	<b>\$ (375,598)</b>

Notes:

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2013 will occur subsequent to adoption of the budget.
- (2) Variances are based on current year-to-date premium expenditures.

# **APPENDIX**

## ***Alpharetta Convention & Visitors Bureau Fiscal Year 2013 Budget***

**Alpharetta Convention & Visitors Bureau  
Fiscal Year 2013 Recommended Budget**

Occupancy Tax Revenues	\$ 1,477,963
Interest Income	1,950
Accumulated Surplus	100,000
<b>TOTAL REVENUE</b>	<b>\$ 1,579,913</b>

Salary & Benefits	\$ 694,160
Accounting & Legal Fees	12,000
Advertising	
<i>Georgia/Metro Atlanta Ads</i>	151,700
<i>National/Regional Ads</i>	112,900
Business License	325
Computer Equipment	4,100
Business Development	
Verizon Wireless Amphitheatre	53,900
Braves	9,500
Computer Software/Maintenance	31,170
Research	3,600
Contingency Fund	42,157
Insurance	2,800
Meeting Expenses	24,146
Membership Dues	18,011
Subscriptions	1,085
Office Equipment/Leases	20,290
Office Rent (utilities, cleaning, security)	79,800
Office Supplies/Furniture	16,790
Postage & Shipping	16,200
Premiums/Gifts	29,500
Printing/Production	83,550
Taxes/Leased Equipment	1,500
Public Relations	25,654
Sponsorships/Bid Fees	49,950
Telephone & ISP	20,450
Tradeshows/Conference/Professional Development	73,925
Staff Development	750
<b>TOTAL EXPENSES</b>	<b>\$ 1,579,913</b>

