# FLOCK GROUP INC.
# ADDITIONAL SERVICES AGREEMENT

This Agreement combined with the existing agreement referenced in **Exhibit A** describe the relationship between Flock Group Inc. ("**Flock**") and the customer identified below ("**Customer**") (each of Flock and Customer, a "**Party**"). This order form ("**Order Form**") hereby incorporates and includes the terms of the previously executed agreement (the "**Terms**") which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement"** ). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "**Effective Date**").

| | |
|---|---|
| **Agency:** GA - Alpharetta PD<br><br>**Legal Entity Name:** | **Contact Name:** Mike Stewart |
| **Address:**<br>2565 Old Milton Parkway<br>Alpharetta, Georgia 30009 | **Phone:** (678) 297-6358<br>**E-Mail:** mstewart@alpharetta.ga.us |
| **Expected Payment Method:**<br>ACH / Check | **Billing Contact:**<br>(if different than above) |

| | |
|---|---|
| **Initial Term:** 24 months<br>**Renewal Term:** 24 months | **Billing Term:** Annual payment due Net 30 per terms and conditions |

Sales tax will be added to all fees as applicable. **If your organization is tax exempt, please check this box: and email your Sales Tax Exemption Certificate to billing@flocksafety.com.**

| Name | Price/Usage Fee | QTY | Subtotal |
|---|---|---|---|
| Flock Falcon Camera | $2,500.00 | 50.00 | $125,000.00 |
| Professional Services - Falcon, Standard Implementation | $250.00 | 50.00 | $12,500.00 |

**(Includes one-time fees)**

**Year 1 Total**: $137,500.00

**Recurring Total:**
$125,000.00

**By executing this Order Form, Agency represents and warrants that it has read and agrees to all of the terms and conditions contained in the Terms attached.** The Parties have executed this Agreement as of the dates set forth below.

| **FLOCK GROUP, INC.** | | **Agency: GA - Alpharetta PD** | |
|---|---|---|---|
| By: | DocuSigned by: Alex Latraverse D7432021662B461... | By: | DocuSigned by: Mike Stewart 6599859F455642F... |
| Name: | Alex Latraverse | Name: | Mike Stewart |
| Title: | Chief Revenue Officer | Title: | |
| Date: | 2/23/2022 | Date: | 2/23/2022 |

# EXHIBIT A

**This agreement is governed by the terms as set out in this attached agreement that has been previously executed by both parties.**

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# Customer Implementation Guide: Law Enforcement

## Contents

## Implementation Timeline

This timeline provides general guidance and understanding of your installation process� While we typically complete installations 6-8 weeks after locations have been finalized, delays can occur as noted in the timeline below:

**Review Locations**

**Confirm camera locations with your sales representative**

**Flock:** Your Sales representative will present several viable options for camera locations

**Customer:** Review Deployment Plan & approve camera locations

**Please Note:** If Public Works is required to move forward, please obtain approval.

**Finalize Locations**

**Prepare for finalized camera locations**

**Flock:** Confirm Deployment Plan and signed agreement. Flock will move forward with next steps for locations that don't need permits (minimum 10 locations needed to move forward with partial installation)

**Customer:** Prepare the below items, as needed

- If permits are required, begin application process
- If cameras will be AC-powered, hire an electrician/street department

**Step 1**

**Conduct On-site Survey & place flags:**

**Flock:** Flock technician conducts site survey to (1) evaluate solar or power access, (2) check line of sight to the road, and (3) evaluate cellular service in the area. When the technician deems the locations suitable, s/he will place a white flag at each spot.

**Please note:** If the initially determined locations don't meet Flock standards, we will evaluate a new location, obtain customer approval, and redo a site survey. This may push timeline for installation.

**Step 2**

**Call 811**

**Flock:** Flock Safety will coordinate with Call 811 to mark each camera location for underground utilities within a 10-foot radius.

**Please Note:** Call 811 is a government service, so turnaround times may vary and is outside of Flock control

**Step 3**

**Schedule installation:**

**Flock:** Flock will (1) ship any site specific materials that the technician does not have locally (2) schedule the installation date

**Step 4**

**Install & Validate Cameras**

**Flock:** After installation, your Customer Success Manager will confirm that cameras are capturing footage well and functioning properly. They will then give you full access to the system along with helpful training resources.

**Ongoing-as needed**

**Finalize any Installation needs**

**Flock:** While we typically complete installations within 4 weeks of finalizing locations, delays may occur due to external factors. In these instances, we will continue to work through this process until your cameras are fully installed and operational.

## Implementation Team

| Implementation Team | How they will support you |
|---|---|
| Project Manager<br> | Your **Project Manager** is your **primary contact during camera installation�**<br>• Your project manager will guide you through the entire installation process, keeping you apprised of all implementation updates as well as answering any questions you have during this time�They will ensure that all the cameras are on the ground and operating for at least 48 hours before transitioning you to your Customer Success Manager� |
| Field Operations Team<br> | • The Field Operations team is responsible for the physical installation and maintenance of cameras and associated equipment provided by Flock�This includes a large team of technicians, schedulers, and many others involved in ensuring the delivery of the product�<br>• They take the technical plan you finalized with Product Implementation and work closely with other teams at Flock to make sure that the cameras are installed quickly and safely and in a way that maximizes the opportunity to solve crime at a specific location�<br>• ***Note*:** For **all Installation questions or concerns**, please always direct them to your **Customer Success Manager** and not the technician� |
| Product Implementation Specialist<br> | Your **Product Implementation Specialist** is your **technical product expert�**<br>They will help translate your goal for using Flock Safety cameras into a technical plan that can be executed and enable you to solve crime�**Your specialist will work your Sales Rep to:**<br>• Review the cameras in your deployment<br>• Ensure that the deployment plan is set up for success from a technological standpoint in addition to meeting your goals for the product<br>• If any of your locations require permits, a member of the Product Implementation team will assist you in packaging your application(s)� |

| Relationship Team | How they will support you |
|---|---|
| Customer Success Manager<br> | Your **Customer Success Manager** is your **strategic partner** for your lifetime as a Flock customer�<br><br>While the cameras are getting installed, your CSM will help get your account set up and get all key users trained on the system�<br><br>Post-Camera-Installation, your CSM will be your go-to for most account-related needs: You should reach out to them to:<br>• Set up Account Training<br>• Understand benefits of features<br>• Learning best practices for getting relevant data<br>• Identifying opportunities to expand the security network in your area<br>• Provide feedback on your partnership with Flock |
| Flock Safety Support<br> | The Flock Safety Support team is committed to answering all your day-to-day questions as quickly as possible�To **get in touch with support**, simply email **support@flocksafety�om**�Support can help you:<br>• Request camera maintenance<br>• Troubleshoot online platform<br>• Contract / Billing questions<br>• Update account information<br>• Camera Sharing questions<br>• Quick "How to" questions in your Flock Account |

**Please Note:** On some occasions, third parties outside of Flock Safety may be (or need to be) involved in your implementation�

| Outside Party | When they may be involved |
|---|---|
| **Electrician/ Street Department** | If the Flock cameras need to be AC powered, you (customer) are responsible for providing an electrician to ensure power connectivity |
| **Public Works (LE)** | To weigh in on the use of public Rights of Way or property |
| **Department of Transportation (DOT), City, or County agencies** | If installation in your area requires permitting |

## Implementation Service brief: Standard VS Advanced

### Standard Implementation

**Cost** = $350 / camera (one time cost)

**Included in scope:**

Once Designated Locations are confirmed, as part of the **Standard Implementation Service** Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following State utility locating procedures. Work with local utilities to prevent service interruptions during the installation
  - Engage 811 'Call-before-you-Dig' system to receive legal dig date
  - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
  - Installation of camera and solar panel with **standard, 12' above grade Flock breakaway pole**
  - Installation of camera and solar panel on a suitable existing pole, no higher than 8-12' (approval at Flock Safety's discretion)
  - Installation of camera and AC adapter that a qualified electrician can connect to AC power on a suitable existing pole, no higher than 8-12' (approval at Flock Safety's discretion)
    - *Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our electrical wiring requirements (link). Flock is unable to make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.*
  - Access requiring up to a 14' A-frame ladder
  - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the City and State of camera location

**Not included in scope:**

Flock does **not** include the following as part of the Standard Implementation Service but can provide a quote for sourcing at an additional cost:

- Cannot NCHRP 350 or MASH approved pole (as may be required for locations in DOT right of way)
- A Bucket Truck for accessing horizontal/cross-beams
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or City-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician. Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Any fees or costs associated with filing for required City, County, or State permits

## Advanced Implementation

**Cost** = $750 / camera (one time cost)

**Included in scope:** Once Designated Locations are confirmed, as part of the **Advanced Implementation Service**, Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following State utility locating procedures. Work with local utilities to prevent service interruptions during the installation
  - Engage 811 'Call-before-you-Dig' system to receive legal dig date
  - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
  - Installation of camera and solar panel with **standard, 12′ above grade Flock breakaway pole**
  - Installation of camera and solar panel on a suitable existing pole, no higher than 8-12′ (approval at Flock Safety's discretion) or **NCHRP 350 or MASH approved pole**, if necessary.
    - ***Pole Options - Northern and Coastal***
    - ***Pole Options - Non-Winterized, Non-Coastal***
    - ***Pole Options - Georgia***
    - ***Pole Options - Texas***
  - Installation of camera and AC adapter that a qualified electrician can connect to AC power on a suitable existing pole, no higher than 8-12′ (approval at Flock Safety's discretion)
    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our electrical wiring requirements (**link**). Flock cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.
  - Access requiring up to a 14′ A-frame ladder
  - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the City and State of camera location

**Not included in scope:**

By default, Flock does **not** include the following as part of the Advanced Implementation Service but can optionally provide a quote for sourcing (additional cost):

- A Bucket Truck for accessing horizontal/cross-beams
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or City-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician. Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)

Any fees or costs associated with filing for required City, County, or State permits

## Things to Consider when Picking Locations

**Falcon Cameras**

- Use Cases
  - Flock LPRs are designed to capture images of rear license plates aimed in the direction of traffic.
  - Flock LPRs are not designed to capture pedestrians, sidewalks, dumpsters, gates, other areas of non-vehicle traffic, intersections.
- Placement
  - They capture vehicles driving away from an intersection.
  - They cannot point into the middle of an intersection.
  - They should be placed after the intersection to prevent stop and go motion activation or "stop and go" traffic.
- Mounting
  - They can be mounted on existing utility, light, traffic signal poles, or 12 foot Flock poles. ***NOTE** Permitting (or permission from pole owner) may be required to use existing infrastructure or install in specific areas, depending on local regulations & policies.*
  - They should be mounted one per pole*. If using AC power, they can be mounted 2 per pole.
    - *Cameras need sufficient power. Since a solar panel is required per camera, it can prevent adequate solar power if two cameras and two solar panels are on a single pole (blocking visibility). Therefore if relying on solar power, only one camera can be installed per pole.
- They can be powered with solar panels or direct wire-in AC Power (no outlets). ****NOTE**** Flock does not provide Electrical services. Once installed, the agency or community must work with an electrician to wire the cameras. Electrician services should be completed within two days of installation to prevent the camera from dying.
- They will require adequate cellular service using AT&T or T-Mobile to be able to process & send images.

**Solar Panels**

- Solar panels need unobstructed southern-facing views.

**Pole**

- If a location requires a "DOT Pole" (i.e., not Flock standard pole), the implementation cost will be $750/camera.

## Customer Responsibilities: AC-Powered Cams

If the Flock cameras need to be AC-powered, the customer is responsible for acquiring an electrician and ensuring they connect the camera to power. (See steps 2 and 6 below)

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# Don't Let Access to Solar Limit Your Power Needs

**The Flock Safety license plate reading camera system can leverage AC power to help your community solve crime no matter the location.**

**Easy to Use Install Power Kit**

**Work with Local Electricians**

**Efficient Quote & Installation Process**

## How to Get Started with a Powered Install

**1. Create a Deployment Plan**
Work with Flock to select the best location(s) for your cameras and power sources.

**2. Acquire an Electrical Quote**
Contact an electrician to receive a quote to run 120volt AC power to the camera.

**3. Sign Flock Safety Agreement**
Sign the Flock Safety purchase order to begin the installation of the cameras.

**4. Conduct Site Survey**
Flock will mark camera locations, locate underground utilities and mark if present.

**5. Install Camera**
Flock will install the camera and AC power kit at the specified camera location.

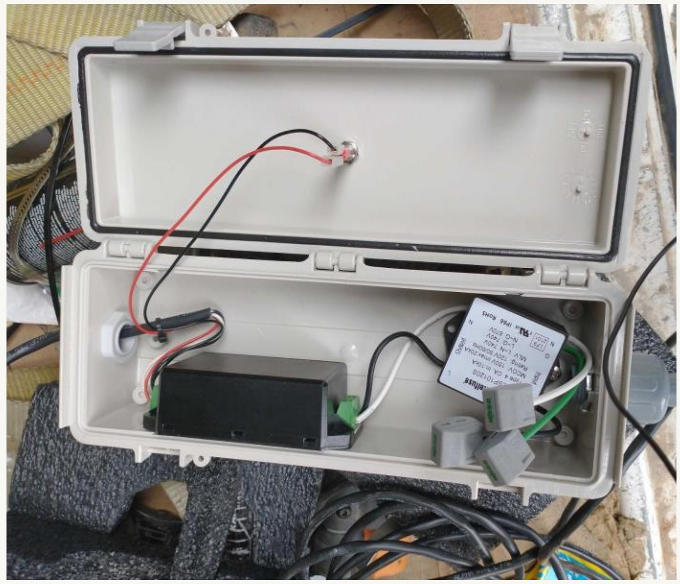
**6. Connect Camera to Power**
Notify the electrician that the camera is ready for the power connection installation.

www.flocksafety.com | 866-901-1781 flock safety

Visit flocksafety.com/power-install for the complete plan, FAQs & to get started!

## Electrician Handout

### Electrician Installation Steps

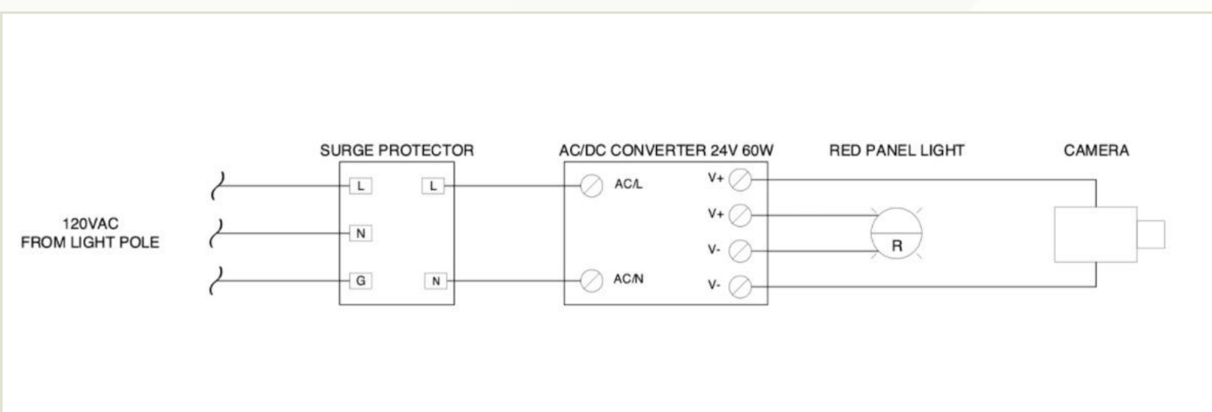


1. Run AC cable and conduit to the box according to NEC Article 300 and any applicable local codes. The gland accepts 1/2" conduit.
2. Open the box using hinges.
3. Connect AC Mains per wiring diagram below:
   - Connect AC Neutral wire to the Surge Protector white Neutral wire using the open position on the lever nut.
   - Connect AC Line wire to the Surge Protector black Line wire using the open position on the lever nut.
   - Connect AC Ground wire to the Surge Protector green ground wire using the open position on the lever nut.
4. Verify that both the RED LED is lit on the front of the box
5. Close box and zip tie the box shut with the provided zip tie
6. While still on-site, call Flock, who will remotely verify that power is working correctly:

Southeast Region - (678) 562-8766

West-Region - (804) 607-9213

Central & NE Region - (470) 868-4027



## FAQs about AC-Powered Flock Cameras

- **What voltage is supported?** The AC kit is designed to work with 120VAC infrastructure by default. A 240VAC version is available on request.
- **How much power does this consume?** Peak current draw is 1.5 A at 120VAC. The average power draw is roughly 30W in high traffic conditions but maybe lower when fewer vehicles are present.
- **Who is responsible for contracting the electrician?** The customer is responsible for contracting an electrician. We can help answer questions, but the customer is responsible for identifying and contracting an electrician.
- **Who is responsible for maintenance?** Flock will handle all maintenance related to Flock's camera and power equipment. However, any problems with the electrical supply are the customer's responsibility. The AC junction box has two lights to indicate the presence of power and make it easy for quick diagnosis if there is a problem related to the AC power source.
    - If the camera indicates to Flock that there is a power supply problem, Flock will notify the customer and request that the customer verifies the lights on the AC junction box. If the AC Source light is illuminated, Flock will send a technician to investigate. If the AC source light is not illuminated, the customer should check any GFCI's or breakers in the supply circuit or call the electrician who installed the power supply.
- **How much does it cost?** Work required to bring AC power to each location will be different, so exact pricing is unavailable. Primary cost drivers include arrow boards and the distance from the camera location to the AC power source.
- **What information do I need to provide my electrician?** The Flock deployment plan and these work instructions should be sufficient to secure a quote. It will be helpful if you know the location of the existing power infrastructure before creating the deployment plan.
- **Can you plug it into my existing power outlet?** The Flock AC power adapter does not use a standard outlet plug but must be directly wired into the power mains. While using outlet plugs may be convenient, they can easily be unplugged, presenting a tampering risk to this critical safety infrastructure. The electrician can route power directly to the camera with a direct wire-in connection if an outlet is close to the camera.
- **How long does this process typically take?** The installation process typically takes 6-8 weeks. To accelerate the process, be sure to have the electrician perform his work shortly after the Flock technician finishes installing the camera.
- **What kind of electrician should I look for?** Any licensed electrician should perform this work, though we have found that those who advertise working with landscape lighting are most suited for this work.
- **What happens if the electrician damages the equipment?** The customer is responsible for contracting the electrician. Any liability associated with this work would be assumed by the customer. If any future work is required at this site due to the electrical infrastructure or the work performed by the electrician would be the responsibility of the customer.

- **When should the electrician perform his work?** Once Flock installs the camera, you will receive an email alert letting you know that this has been completed. After this, you will need to schedule the electrician to route power to the pole.
- **What if my electrician has questions about Flock's AC Kit?** You should share the **AC-Power Kit Details** packet with the electrician if they have questions.
- **What if the AC power is on a timer?** Sometimes the AC power will be on a timer (like used for exterior lighting). Flock requires that the AC power provided to the camera be constant. The source that the electrician uses must not be on a timing circuit.

## Installation Service Brief Summary

**Below outlines the statement of work for the Flock Camera Installation:**

| What is covered by Flock | What is NOT covered by Flock | Special note |
|---|---|---|
| Flock Cameras & Online Platform | Traffic Control and any associated costs | |
| Mounting Poles | *DOT Approved Pole cost<br>Electrician & ongoing electrical costs | |
| AC Power Kit (as needed) | Engineering Drawings | |
| Solar Panels (as needed) | Relocation Fees | *Excluding changes during initial installation* |
| Site Surveys and Call 811 Scheduling | Contractor licensing fees | |
| Installation Labor Costs | Permit application processing fees | |
| Customer Support / Training | Specialist mounting equipment | *Including, but not limited to, **MASH poles or adapters* |
| Cellular Data Coverage | Bucket trucks | |
| Maintenance Fees (review **Fees Sheet** for more details) | Loss, theft, damage to Flock equipment | |
| Data storage for 30 days | Camera downtime due to power outage | *Only applicable for AC-powered cameras* |

*If a location requires a "DOT pole" (i.e., not our standard), the implementation cost will be $750/camera; This cost is applicable for installations in GA, IL, SC, TN, and CA.

**MASH poles: Manual for Assessing Safety Hardware (MASH) presents uniform guidelines for crash testing permanent and temporary highway safety features and recommends evaluation criteria to assess test results

## Permitting: Pre-Install Questionnaire

### 1. Timeline

- In Flock Safety's experience, in-depth permitting requirements can **add 2+ months to the installation timeline.** Law enforcement agencies and city governments can work with their local Public Works or Department of Transportation offices directly to help expedite the process. When Flock Safety customers manage the permitting processes, results tend to come more quickly.
- Can your agency own the permitting process with Flock Safety's assistance?

### 2. Right of Way

- Will any Flock Safety cameras be installed on the city, state, or power company-owned poles or in the city, county, or state Right of Way (RoW)?
  - What is the RoW buffer?
  - Will additional permits or written permission be required from third-party entities (such as DOT, power companies, public works, etc.)?
- Will any cameras be installed on city-owned traffic signal poles (vertical mass)?
  - If yes, please provide heights/photos to determine if a bucket truck is needed for the installation.
    - Note: A bucket truck is required if the height exceeds 15 feet tall.

### 3. AC Power vs. Solar

- If AC powered, is there a 120V power source available, and is there access to an electrician who can connect the existing wire to the Flock Safety powered installation kit? (**Link**)
- If solar-powered, consider the size of the solar panel and potential to impact the visibility of DOT signs/signals:
  - Single Panel: 21.25" x 14" x 2" (Length x Width x Depth)
  - Double Panel: 21.25" x 28" x 2" (LxWxD)

### 4. Traffic Control & Installation Methods

- **If a bucket truck is required**, this typically necessitates an entire lane to be blocked in the direction of travel. **Can you provide a patrol car escort, or will full traffic control be required?**
  - Note: If traffic control is required, you may incur additional costs due to city/state requirements; Fees will be determined by quotes received.
- **If full traffic control is required (cones, arrow boards, etc.):**
  - Will standard plans suffice, or are custom plans needed? Custom plans can double the cost, while standard plans can be pulled from the Manual of Uniform Traffic Control Devices **(MUTCD).**
  - Will a non-sealed copy of the traffic plan suffice? Or does the traffic plan need to be sealed and/or submitted by a professional engineer?
  - Are there state-specific special versions/variances that must be followed?

- **If a bucket truck is *not* required**, the shoulder or sidewalk should suffice and enable Flock Safety to proceed without traffic control systems in place.
    - Note: In some states (i.e., arrow boards), sidewalks may require signage. If signage is mandatory, Will your Public Works department be able to assist?

**5. Paperwork & Required Forms**

- Flock Safety will need copies of paperwork to complete before proceeding (ex., business license applications, encroachment permit applications). We can save critical time by gathering these documents upfront. We appreciate your assistance in procuring these.

**6. Contacts**

- If Flock Safety needs to interface directly with the departments, please share the contact information of the following departments:
    - Permitting
    - Public Works
    - Traffic Department

## Professional Services Fee Schedule

- Camera relocation, existing pole non-AC powered = $350
- Camera relocation, Flock pole and/or AC powered = $750
- Camera replacement as a result of vandalism, theft, or damage = $500
- Pole replacement as a result of vandalism, theft, or damage = $500
- Trip charge = $350
    - Examples:
        - Angle adjustment (elective)
        - Install additional Flock signage

## Billing

**5.1b Falcon Fees.** For Falcon products during the Initial Term, Agency will pay Flock fifty percent (50%) of the first Usage Fee, the Implementation Fee, and any fee for Hardware (as described on the Order Form, together with the "Initial Fees") as set forth on the Order Form on or before the 30th day following receipt of initial invoice after Effective Date. Upon commencement of installation, Flock will issue an invoice for twenty-five percent (25%) of the Initial Fees. The Agency shall pay on or before the 30th day following receipt of the invoice.

Upon completion of installation, Flock will issue an invoice for the remaining balance, and Agency shall pay on or before the 30th day following receipt of the final invoice. Flock is not obligated to commence the Installation Services unless and until the first payment has been made and shall have no liability resulting from any delay related thereto. For a Renewal Term, as defined below, Agency shall pay the entire invoice on or before the anniversary of the Effective Date.

**6.1b Falcon Term.** Subject to earlier termination as provided below, the initial term of this Agreement shall be for the period of time set forth on the Order Form (the "**Initial Term**"). The Term shall commence upon first installation and validation of a Unit. Following the Initial Term, unless otherwise indicated on the Order Form, this Agreement will automatically renew for successive renewal terms for the length set forth on the Order Form (each, a "**Renewal Term**," and together with the Initial Term, the "**Service Term**") unless either party gives the other party notice of non-renewal at least thirty (30) days before the end of the then-current term.

## Help Center

Our Help Center is filled with many resources to help you navigate through the online platform. Below you will find some common questions and their relevant help article:

**How do I search camera footage?**

**How do I add a user?**

**How do I add a vehicle to my own Hot List?**

**How do I enable browser notifications for Hot List alerts?**

**How do I get text alerts for Hot List?**

**How do I request camera access from other nearby agencies?**

**How do I use the National Lookup to search for a plate?** *(National Lookup - network of law enforcement agencies that have opted to allow their network of Flock cameras to be used for searches)*

**How do I reset my / another user's password?**

## Customer Support

You can reach our customer support team anytime by emailing **support@flocksafety.com**. They can help answer any "How-To" questions you may have.

| | |
|---|---|
| Form Name: | Sole Source/Single Source Justification Form |
| Browser: | unknown / unknown |
| IP Address: | 76.17.51.45 |
| Unique ID: | 735932756 |
| Request ID: | #20 |
| Submission Completed: | January 11, 2021 3:45 pm |
| Process Time: | 6 day(s), 4 hour(s), 21 minute(s), 57 second(s) |
| Participant(s): | John Robison, Shawn Mitchell, Tom Harris, Sam Thomas |
| Location: | 33.935001373291, -83.953796386719 |

## Sole Source/Single Source Designation

| | |
|---|---|
| **Designation** | Sole Source Designation |
| **Sole Source/Single Source Justification** | Flock Safety has a product called Flock Falcon which is an LPR (License Plate Reader) tied into a nationwide database and search engine. The city owns 1 Flock camera already. Several neighborhoods in the city are using Flock too and the police department has been given access to these cameras by the respective HOAs. We are looking to add more city cameras into the Flock system which has unique search and notification abilities nationwide. We can buy LPR cameras from other vendors but they would not integrate with our existing Flock system so they would not accomplish our goal of having these new cameras as part of our Flock system. In order to add more cameras to our Flock system, they must be Flock cameras. |

## General Information

| | |
|---|---|
| **Date** | 01/05/2021 |
| **Originator's Name** | Michael Stewart |
| **Originator's Email** | mstewart@alpharetta.ga.us |
| **Department** | Public Safety, including E911 |
| **Department Director/Designee Name** | John Robison |
| **Department Director/Designee Email** | jrobison@alpharetta.ga.us |
| **Vendor Name** | Flock |
| **Vendor #** | 3435 |

## Department Director Approval

| | |
|---|---|
| **Name** | John Robison |
| **Date/Time** | 01/08/2021 10:58 AM |
| **Department Director Approval** | Approve |

## Budget & Procurement Manager Approval

| | |
|---|---|
| **Name** | Shawn Mitchell |
| **Date/Time** | 01/08/2021 10:59 AM |
| **Budget & Procurement Manager Approval** | Approve |

## Procurement Official Approval

| | |
|---|---|
| **Name** | Thomas Harris |
| **Date** | 01/11/2021 09:32 AM |
| **Procurement Official Approval** | Approve |

## City Attorney Approval

| | |
|---|---|
| **Name** | Sam Thomas |
| **Date/Time** | 01/11/2021 03:44 PM |
| **City Attorney Approval** | Approve |

# City Council Meeting
# FEBRUARY 21, 2022

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

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE TO THE FLAG**

**IV. CONSENT AGENDA**

**A. Council Meeting Minutes (Meeting of 2/7/2022)**

**B. Alcoholic Beverage License Applications**

**1. PH-22-AB-01 Nauti Dog Grill, LLC**
d/b/a Nauti Dog Grill
10 North Broad Street
Alpharetta, GA 30009

Restaurant
Consumption on Premises
Liquor, Beer, Wine & Sunday Sales
Owners: Michael Doyle & Michele Doyle
Registered Agent: Michael Doyle

**2. PH-22-AB-01 Tony's Sports Grill**
d/b/a Tony's Sports Grill
7955 North Point Parkway
Alpharetta, GA 30022

Restaurant
Consumption on Premises
Liquor, Beer, Wine, Wine by Bottle for Off-Premises Consumption & Sunday Sales
Owner: Nader Mahroum
Registered Agent: Cabrini Mahroum

**C. Approval of Mediated Settlement Agreement - Olivieri v. City of Alpharetta, et al.**

**V. BOARDS & COMMISSIONS APPOINTMENTS**

**A. Council Member Mitchell's Appointment**

**VI. PUBLIC HEARING**

**A. E-21-07 Wellstar Sign Exception**
**Consideration of a sign exception to allow additional wall signs and increase the height of**

**monument signs. The property is located at 2450 Old Milton Parkway and is legally described as being located in Land Lot 749, 1st District, 2nd Section, Fulton County, Georgia.**

**B. CU-21-16 / V-21-34 / Custom Pools Atlanta / 711 Highway 9**
**Consideration of a conditional use and variance to allow a 'Contractor's Office with Outdoor Storage' for Custom Pools of Atlanta. Variances are requested to reduce an undisturbed buffer and allow an easement in a landscape strip. The property is located at 711 North Main Street (Highway 9) and is legally described as being located in Land Lot 1123, 2nd District, 2nd Section, Fulton County, Georgia.**

**C. V-21-33 / Citgo 174 N Main Street Variance**
***DEFERRED: This item has been deferred by the applicant. The item will not be heard or considered during the February 21, 2022 City Council meeting.***
**Consideration of a variance to eliminate the 10' landscape strip along North Main Street. The property is located at 174 North Main Street and is legally described as being located in Land Lot 1252, 2nd District, 2nd Section, Fulton County, Georgia.**

**VII. SERVICE PROVIDER & PARTNERSHIP UPDATES**

**A. Residential Curbside Waste And Recycling Service Delivery**

**B. Tech Alpharetta Update by Karen Cashion, CEO**

**VIII. OLD BUSINESS**

**A. PH-21-17 Unified Development Code (UDC) Text Amendments – Downtown Sign Code**
***Second Reading***
**Consideration of text amendments to the Unified Development Code (UDC) to add regulations for signage in the Downtown Overlay.**

**B. Approval of Fiscal Year 2022 Mid-Year Budget Amendment - *Second Reading***

**IX. NEW BUSINESS**

**A. Stormwater Structure (MS4) Inventory Inspections**

**B. MOU with North Fulton Community Improvement District - Alpha Loop Tunnel**

**C. Contract for Wire & Wood (Talent Buying/Mgmt; Stage, Lighting & Sound)**

**D. Windward LCI Application**

**E. A Resolution Opposing HB 1093 and SB 494 and Opposing Limitations on a Municipality's Authority to Make Housing, Land Use and Zoning Decisions within a Local Government's Geographical Boundaries**

**X. PUBLIC COMMENT**

**XI. REPORTS**

**XII. ADJOURNMENT TO EXECUTIVE SESSION**

City Council Meeting
STAFF REPORT

Submitting Department: Finance
Submitted By: Shawn Mitchell
Sponsored By:
Meeting Date: February 21, 2022

**I. AGENDA ITEM TITLE: APPROVAL OF FISCAL YEAR 2022 MID-YEAR BUDGET AMENDMENT - *SECOND READING***

**II. RECOMMENDATION:**

The purpose of this meeting is to provide an overview of the Fiscal Year 2022 Mid-Year Budget and adopt the Budget Ordinance (First Reading).

**III. BUDGET IMPLICATIONS:**

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: VARIES BY FUND. SEE MID-YEAR BUDGET REQUESTS (ATTACHED)

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

**IV. REPORT IN BRIEF:**

The purpose of the Fiscal Year (FY) 2022 Mid-Year Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g. during the first 7 months of the fiscal year) or are planned to occur before year-end.

Initiatives are discussed in detail within the attached FY 2022 Mid-Year Budget Requests.

**V. ALTERNATIVES:**

**VI. ATTACHMENTS:**

2022 MidYear Budget Ordinance (Resolution), 2022 MidYear Budget (Exhibit A)

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, TO ADOPT A MID-YEAR FISCAL 2022 BUDGET FOR CERTAIN FUNDS OF THE CITY OF ALPHARETTA, GEORGIA APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF REVENUE ANTICIPATION, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES TO EXCEED ACTUAL FUNDING AVAILABLE.**

**WHEREAS,** the Director of Finance has presented a proposed fiscal year 2022 mid-year budget to the City Council on certain funds of the City; and

**WHEREAS,** each of these proposed amendments will adjust expenditures and revenues originally appropriated in the fiscal year 2022 budget; and

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

**NOW, THEREFORE BE IT ORDAINED** that this mid-year budget, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance shall be the City of Alpharetta's fiscal year 2022 mid-year budget for these certain funds for the fiscal year 2022; and

**BE IT FURTHER ORDAINED** that this mid-year budget be and is hereby approved and the revenue items shown in the budget for each fund in the amount anticipated are adopted and that the several amounts shown in the budget for each fund as proposed expenditures are hereby appropriated to the departments named in each fund; and

**BE IT FURTHER ORDAINED** that the expenditures shall not exceed the appropriations authorized by this mid-year budget or amendments thereto provided; and that expenditures shall not exceed actual funding available.

**ADOPTED** this ______ day of ____________________, 2022.

CITY OF ALPHARETTA, GEORGIA

By: _________________________________
Jim Gilvin, Mayor

COUNCILMEMBERS

__________________________________

__________________________________

__________________________________

__________________________________

__________________________________

__________________________________

(SEAL)

Attest:

__________________________
City Clerk

First Reading: ____________

Second Reading: ___________

# City of Alpharetta, Georgia

## Fiscal Year 2022
## Mid-Year Budget Request

The purpose of the Fiscal Year (FY) 2022 Mid-Year Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g., during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

**General Fund**

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

The budgetary legal level of control resides at the department level (e.g. City Administration, Recreation, Parks and Cultural Services, etc.). That is to say, a given department has the operational flexibility to reallocate appropriations within specific line-items to achieve its mission, but cannot exceed its overall appropriation level as approved by City Council. Furthermore, the Adopted Budget approves the staffing level (i.e. authorized full-time equivalent staffing level) for each department. The FY 2022 Mid-Year Budget Amendment adjusts departmental budgets to fund/authorize the targeted initiatives discussed in detail over the following pages.

| GENERAL FUND<br>LEGAL LEVEL OF CONTROL | Fiscal Year 2022 | | |
|---|---|---|---|
| | Current Budget | Mid-Year Budget Amendment | Revised Budget |
| **Revenues by Source:** | | | |
| Property Taxes | $ 25,649,642 | $ - | $ 25,649,642 |
| Motor Vehicle Title Fees, Delinquent Taxes, etc. | 2,097,000 | - | 2,097,000 |
| Local Option Sales Taxes | 15,700,000 | 549,473 | 16,249,473 |
| Other Taxes | 11,077,750 | - | 11,077,750 |
| Insurance Premium Taxes | 4,650,000 | 109,402 | 4,759,402 |
| Licenses and Permits | 2,729,100 | - | 2,729,100 |
| Intergovernmental Revenue | 380,190 | 16,000 | 396,190 |
| Charges for Services | 3,743,700 | 160,000 | 3,903,700 |
| Fines and Forfeitures | 2,056,000 | - | 2,056,000 |
| Investment Earnings | 190,000 | - | 190,000 |
| Other/Miscellaneous | 256,487 | - | 256,487 |
| Other Financing Sources | | | |
| Transfer-in from Hotel/Motel Fund | 2,062,500 | - | 2,062,500 |
| Budgeted Fund Balance | 5,836,799 | - | 5,836,799 |
| **Total Revenues** | **$ 76,429,168** | **$ 834,875** | **$ 77,264,043** |
| **Expenditures by Department:** | | | |
| Mayor and City Council | $ 386,092 | $ - | $ 386,092 |
| City Administration | 2,150,343 | (593,893) | 1,556,450 |
| Finance | 3,518,190 | - | 3,518,190 |
| City Attorney | 750,000 | - | 750,000 |
| Information Technology | 2,130,299 | 80,000 | 2,210,299 |
| Human Resources | 696,560 | - | 696,560 |
| Municipal Court | 1,062,639 | 61,000 | 1,123,639 |
| Public Safety | 33,219,752 | 168,175 | 33,387,927 |
| Public Works | 9,262,356 | 115,200 | 9,377,556 |
| Recreation, Parks and Cultural Services | 10,171,114 | 391,000 | 10,562,114 |
| Community Development | 3,825,634 | 613,393 | 4,439,027 |
| ***subtotal*** | ***$ 67,172,979*** | ***$ 834,875*** | ***$ 68,007,854*** |
| General Government: | | | |
| Insurance Premiums | $ 779,750 | $ - | $ 779,750 |
| Gwinnett Tech Bond (P&I) | 289,640 | - | 289,640 |
| Transfer to Capital Project Fund | 5,966,799 | - | 5,966,799 |
| Transfer to Stormwater Capital Fund | 1,520,000 | - | 1,520,000 |
| Contingency | 700,000 | - | 700,000 |
| ***subtotal*** | ***$ 9,256,189*** | ***$ -*** | ***$ 9,256,189*** |
| **Total Expenditures** | **$ 76,429,168** | **$ 834,875** | **$ 77,264,043** |

The following section provides, by department, the associated detail/justification for each targeted initiative requested through the FY 2022 Mid-Year Budget Amendment.

## New Initiatives

**Information Technology**

**Initiative:** **Help Desk Staffing (+1 FTE)**

Funding Request: $55,000 (FY 2022 partial-year); $125,000 annualized (FY 2023)

Currently the city is experiencing workload inefficiencies because they are leveraging IT staff for basic help desk support. To address these issues, the Layer 3 Communications study findings highlighted an option to add full-time IT staffing and augment with afterhours coverage through a private service provider. Specifically, the proposed position (IT Technician position) will provide support for the city's service desk system, implementation and maintenance of information systems and supporting computer hardware and software applications including personal computers, virtual and cloud technologies, and mobile device management; troubleshooting, analyzing, and resolving systems, applications, hardware, and software problems; providing technical support and assistance; etc.

Benefit to City – Removing burden from the existing staff so they can function in their stated jobs and responsibilities. Under this model, the city will control resources that can be trained or leveraged for other duties.

Cost to City if not Implemented – Continued delays in Help Desk response time and overloading existing staff that impacts other work that they need to perform and excessive escalations to management staff.

Personnel costs are estimated at $50,000 for the remainder of FY 2022 and will approximate $120,000 annually beginning in FY 2023. These figures reflect salary and benefit costs only. Operational costs in year one includes equipment (phone, computer, etc.) and limited training costs totaling $5,000. Starting in 2023, annual operational costs are estimated at $5,000 and primarily consist of training/professional development.

**Initiative:** **Help Desk Staffing Contract (After Hours)**

Funding Request: $25,000 (FY 2022 partial-year); $60,000 annualized (FY 2023)

This request is to address the workload and efficiency issues for the existing city staff and to provide afterhours coverage for E-911, and critical systems coverage throughout the city.

**Municipal Court**

**Initiative:** **Court Solicitor (+1 FTE; reclassification from Contract position)**

Funding Request: $16,000 (net; FY 2022); $160,000 annualized (FY 2023)

Funding (Milton): $16,000 (FY 2022); $64,000 (FY 2023)

This request is for the creation of a full-time Court Solicitor position that would be combined with the current Court Services MOU including the associated funding split (60% Alpharetta; 40% Milton).

The city currently funds the solicitor function through a private contract (per session rate) with total costs of roughly $150,000 annually. Personnel costs are estimated at $40,000 for the remainder of FY 2022 and will approximate $160,000 annually beginning in FY 2023. Current year costs are estimated to be coverable through a reallocation of existing funding set aside for the contract provider with the Milton contribution being appropriated to cover any unanticipated operational needs. Moving forward, Alpharetta's net cost is anticipated to approximate $96,000 annually vs. the contract provider cost trend of $150,000 annually and will be programmed into the 2023 operating budget.

**Public Safety**
**Initiative:** **Flock Camera System Expansion**

Funding Request: $137,500 (FY 2022); $125,000 annualized (FY 2023)

This request is the purchase of an additional 50 Flock Falcon cameras.

Our current Flock coverage has 31 units (15 Flock Falcon cameras and 16 Flock Wing from Redspeed sources). The addition of 50 more cameras would allow us to cover more of the city, focusing on high crime areas and the entrance/exists to/from the city to augment early detection and warning capabilities.

The Flock Falcon camera system is an amazing platform that assists the Patrol Division in intercepting wanted persons, stolen vehicles, and recovering missing persons that are often at risk. It is also an excellent investigative tool for our detectives as proven by its valuable usage in a recent homicide investigation.

FY 2022 costs include $125,000 (on-going) for the cameras and $12,500 (one-time) for implementation ($137,500 total). The annualized impact totals $125,000 and will be programmed into the FY 2023 operating budget.

## Initiatives Previously Approved by Council (now seeking formal budget adjustments)

**City Administration/Community Development**
**Initiative:** **Transfer of Economic Development Division appropriations**

Funding Request: No $ Impact ($593,983 total budget to transfer between departments)

This request involves moving the Economic Development Division budget from City Administration to Community Development where the function currently is managed. There is not a net financial impact associated with this move.

**Public Safety**
**Initiative:** **Cardiac Monitors/AED Replacements Capital Lease**

Funding Request: $22,275 (FY 2022 and beyond; additional funding)

This request is to provide additional funding for the Cardiac Monitors/AEDs Replacement capital lease approved by the City Council in September 2021.

The approved replacements/new units totaled 10 LIFEPAK 15 cardiac monitors/defibrillators, 55 AEDs (automated external defibrillator), and associated equipment/maintenance. The Fire Division uses LIFEPAK Monitors (cardiac monitors) to diagnose, treat and monitor medical patients, particularly those experiencing cardiac events. These are emergency-room type units with leads that attach to the patient to provide vital signs such as heart rhythms, blood pressure and pulse oximetry. Purchase/implementation costs totaled $572,485 and were funded through a 5-year capital lease with annual payments of $117,275.

Current FY 2022 appropriations total $95,000 leaving an additional funding requirement of $22,275 for FY 2022 ($95,000 + $22,275 = $117,275 lease payment). The full capital lease payment will be programmed into the FY 2023 operating budget.

**Initiative:** **K9 Replacements (one in FY 2022; one in FY 2023)**

Funding Request: $8,400 (FY 2022; additional funding); $15,500 (FY 2023)

The Department's plan is to fund the replacement of two K9s over the next several years (FY 2022-FY 2023) to compensate for the recent losses of K9s Karlo and Ares.

K9 purchase/training costs approximate $15,500.

The FY 2022 budget currently has funding totaling $7,100 for the K9 initiative leaving a funding request of $8,400.

The FY 2023 operating budget will be programmed for the additional K9 replacement totaling $15,500.

**Municipal Court**

**Initiative:** **eCourt Software Upgrade**

Funding Request: $45,000 (FY 2022); $35,000 annualized (FY 2023)

This request is for funding to upgrade our court management software.

eCourt by journal technologies is a web-based system. The court will be able reduce the amount of paperwork generated by our current system. All documents will be saved within the case management software and will allow Court employees immediate access to the entire case file. eCourt is also very customizable and will allow the court to implement changes when mandated by statute or to increase efficiencies. The current system is on a windows 7 platform. This requires IT to set up a virtual desktop for all employees to access the software on newer devices. eCourt has several reports available to better track the Court's productivity.

FY 2022 costs include $35,000 (on-going) for the maintenance/support fees and $10,000 (one-time) for implementation ($45,000 total). The annualized impact totals $35,000 and will be programmed into the FY 2023 operating budget.

**Public Works**

**Initiative:** **Citywide Landscape Maintenance (Right-of-Way) contract**

Funding Request: $115,200 (FY 2022; additional funding);

$276,478 annualized (FY 2023; additional funding)

This request is to provide additional funding for the citywide landscape maintenance contract approved by the City Council in November 2021. The scope is segmented into two levels:

The Level 1 maintenance contract includes work areas with greater amounts of ornamental landscape such as street trees, shrubs, and groundcovers. Examples include the new Rucker Road streetscape, Bethany Road roundabouts, Old Milton Parkway medians (SR 400 to Main St), and city facilities such as Public Safety headquarters and the fire stations. Annualized cost for Level 1 maintenance scope totals $325,864.

The Level 2 maintenance contract includes work areas where mowing is the primary maintenance activity. Examples include sections of Mayfield Road, McGinnis Ferry Road, and Westside Parkway

(Encore Parkway to Mansell Road). Annualized cost for Level 2 maintenance scope totals $349,360.

The prior contract, which is programmed into the current 2022 budget, totals $398,746 annually and was awarded 5 years ago with annual adjustments approximating CPI.

The new contract totals $675,224 annually (levels 1 and 2). The price of labor, fuel, and equipment has directly impacted the total maintenance costs, as well as the higher level of service and attention various corridors need to have due to landscape improvements over the years.

The additional funds to complete the maintenance needs from February 1, 2022, to June 30, 2022, is $115,200 and is being requested herein. The annualized impact approximates $276,478 (current contract of $398,746; proposed contract of $675,224) and will be programmed into the FY 2023 budget.

**Recreation, Parks and Cultural Services**
**Initiative: Maintenance & Operational Funding**

Net Funding Request: $130,000 annually ($160,000 additional revenue; $290,000 additional expenses)

The Recreation, Parks, and Cultural Services Department is experiencing a significant increase in demand for programs and activities coupled with inflationary cost growth department wide. Their budget, much like all our departments, was reduced during the pandemic to reflect a forecasted decline in available resources coupled with the social distancing measures and their effect on programming. However, their budget is also much more sensitive to spikes in demand which they are experiencing now and necessitate additional funding to meet the demand as follows:

- Parks ($75,000): Funding to offset additional costs related to privatization of janitorial services at the Community Center and Wills Park Recreation Center in addition to general park maintenance (tree removal, lighting repair, etc.) funding that was reduced over the last several budget cycles.
- Recreation Services ($140,000): Funding necessary to meet increase in demand for programs and cover related costs (instructor fees, supplies, etc.). Programs include tennis, Jiu jitsu, dance, gymnastics, day camp, etc. Funding provided through a forecasted increase in program fees.
- Cultural Services ($75,000): Funding necessary to meet increase in demand for programs and cover related costs (instructor fees, supplies, etc.). Additional funding needed to cover janitorial services at the Arts Center and to cover maintenance costs for the Log Cabin facility (janitorial, landscape maintenance, etc.). Costs are partially offset through a forecasted increase in program fees.

**Special Events**

Funding Request: $101,000 (FY 2022; additional funding); $51,000 annualized (FY 2023)

This request is related to fully funding previously approved special events. Event funding was reduced for the 2022 adopted budget due to COVID-related uncertainty.

- **Wire & Wood ($50,000) -** For talent for the fiscal year 2023 event (October 2022). Having access to funds earlier to book the artists in advance to get best price and talent. This is a one-time change in funds allocation and does not increase the request for FY 2023 (e.g., base funds in FY 2023 would be used to book talent for FY 2024, etc.).

- **Brooke Street Concerts ($21,500) -** The talent fee for the May and June events, plus the cost for electrical for both events.
- **Taste of Alpharetta ($20,000) -** Starting in 2022, TOA will be managed by a 3rd party, and we will expand the footprint to accommodate the large crowds experienced in 2019. The city is still responsible for trash management, toilets, barricades, electrical, and street sweepers. Trash management is now contracted out to a 3rd party, so there are hard costs that have not been in the past when Parks managed the waste. With the larger footprint the costs for toilets, electrical and street sweeper will increase. Water barricades will need to be rented, which was not done in the past.
- **Food Truck Alley ($6,000) -** FTA is now a partnered event managed by a 3rd party, so the city provides trash management, toilets, and electrical service. This is for the April, May, and June FTAs.
- **Arts Street Fest ($3,500)** - This is a partnered event, so the city provides trash management, toilets, and electrical service. Trash management is now contracted out to a 3rd party, so there are hard costs that have not been in the past when Parks managed the waste. Toilets will need to be rented due now that this event takes place in Wills Park, and there will be some electrical needs for the event.

**Community Development**

**Initiative:** **CityWorks software performance improvements**

Funding Request: $19,500 (FY 2022 and beyond; additional funding)

In an ongoing effort to improve the quality of CityWorks for the Community Development team, Azteca released Respond 2.0 which is a new technology that will enhance the user experience and increase performance significantly. The performance of CityWorks has been the number one issue since Community Development went live in October of 2015. Not only does Respond perform better, but it has a modern look and feel that will be consistent from device to device. It was named Respond because it ‘responds’ to what device the user is using. In the office on a computer or in the field on a tablet, the user experience should be very similar.

The user experience made available to each user group can be very specific and is configured by another new tool called Style. In Style, profiles can be set up to condense functionality to only what is needed to complete a task. The users can easily switch profiles depending on the task they need to perform. Focused and efficient applications should lead to increased usage across all departments. In the current system, a user’s profile can only be changed by a system administrator and the profile setup is a manual process editing text files.

The benefit is performance. The current system is extremely slow and affects customer service. This new technology is much faster and loads screens almost instantly. This will save time and improve customer service by proficiently being able to move through the system at a quicker pace. Inspectors can take calls quicker in the morning, the permit technicians will be able to process permits faster. Work will also be able to be done in the field with ease and save time without duplicating efforts of writing inspections results, notes and violations on paper and then entering the data into the computer upon return to the office. This enhancement will also allow for more automation of printing in the field instead of hand-written items.

The department moved from our current CityWorks enterprise level agreement (ELA) to a standard ELA which will include the benefits identified above in addition to future enhancements as they become available.

CityWorks standard ELA totals $94,000.

FY 2022 appropriations for CityWorks ELA totals $74,500 leaving a balance of $19,500 requested herein. The full ELA costs will be programmed into the FY 2023 operating budget.

**General Government**

Funding Sources: $834,875 (revenue; Local Option Sales Taxes, Insurance Premium Taxes, City of Milton MOU; and Recreation Program Fees)

Funding totaling $658,875 is available through the above revenue collections for Local Option Sales Taxes and Insurance Premium Taxes outpacing budgetary expectations for FY 2022. The City of Milton MOU contribution for the Court Solicitor is forecast at $16,000 for remainder of FY 2022. The additional maintenance & operational funding being requested for the Recreation, Parks & Cultural Services department will provide resources to expand program offerings which are forecasted to generate additional net revenue of $160,000 to offset said program costs.

## E911 Fund

This Fund accounts for fees received from users/potential users of the city's Emergency 911 System. The fees are paid directly from wired, wireless (including prepaid cards), and voice-over-internet-protocol telecommunications providers, with expenditures occurring to maintain and run the system.

**E911 FUND**
**LEGAL LEVEL OF CONTROL**

| | Fiscal Year 2022 | | |
|---|---|---|---|
| | Current Budget | Mid-Year Budget Amendment | Revised Budget |
| **Expenditures by Department:** | | | |
| Public Safety | $ 6,510,196 | $ - | $ 6,510,196 |
| Non-Allocated | 1,202,390 | (193,000) | 1,009,390 |
| ***subtotal*** | ***$ 7,712,586*** | ***$ (193,000)*** | ***$ 7,519,586*** |
| Targeted Initiatives: | | | |
| 911 Telephone Hardware Replacement | $ - | $ 193,000 | $ 193,000 |
| ***subtotal*** | ***$ -*** | ***$ 193,000*** | ***$ 193,000*** |
| **Total** | **$ 7,712,586** | **$ -** | **$ 7,712,586** |

**Public Safety Department**
**Initiative: 911 Telephone Hardware Replacement**

Funding Request: $193,000 (one-time); $5,000 annual operating budget impact

This request involves the removal and replacement of computer hardware, user interface hardware, server hardware as well and software version upgrades to the 911 Telephone System. The current phone system was installed in 2017 and has not had an upgrade since. The hardware is outdated and beginning to show signs of age while some of the non-critical parts are starting to fail. The hardware is using an outdated version of windows (Windows 7) which lacks functionality to seamless integrate with our current systems that are running Windows 10.

One-time capital equipment costs are estimated at $193,000 for FY 2022. Ongoing operational costs are estimated at $5,000 annually and would be programmed into the 911 Operating Budget for FY 2023.

## Capital Project Fund

This Fund accounts for the acquisition and construction of major items such as buildings, infrastructure, parks, streets, and other major capital facilities. The budgetary legal level of control resides at the project level.

| CAPITAL PROJECT FUND<br>LEGAL LEVEL OF CONTROL (Impacted Line-Items) | Fiscal Year 2022 | | |
|---|---|---|---|
| | Current Budget | Mid-Year Budget Amendment | Revised Budget |
| **Expenditures by Project:** | | | |
| AC Unit Replacements (Crabapple Training Facility) | $ - | $ 35,000 | $ 35,000 |
| Crabapple Training Facility Buildout | - | 43,870 | 43,870 |
| Employee Expense Software | - | 19,000 | 19,000 |
| Innovation Academy Improvements (reimbursements) | - | 54,000 | 54,000 |
| Wills Park Pool Improvements/Repairs | - | 59,000 | 59,000 |
| Non-Allocated | 3,035,409 | (210,870) | 2,824,539 |
| **Net Budget Adjustments** | **$ 3,035,409** | **$ -** | **$ 3,035,409** |

**<u>Public Works</u>**
**Initiative:** **Air Conditioning Unit Replacement (Crabapple Training Facility)**

Funding Request: $35,000 (one-time)

The existing 7.5-ton heat pump Lenox AC unit servicing the prior Courts facility is 22-years old and no longer operational. Due to size constraints at the facility, our AC vendor recommends replacing the larger unit with two smaller (4 ton) Carrier units. The budgetary cost to remove the existing unit and purchase/install replacements is estimated at $35,000. Pricing includes all labor, materials, and equipment including rental of a crane and/or boom truck for removal/installation. The unit was not scheduled for replacement due to the planned Court relocation and uncertainty about the facility's long-term usage. Now that the Public Safety Department has been approved to utilize the facility for tactical training, the AC equipment is recommended for replacement.

**<u>Public Safety</u>**
**Initiative:** **Crabapple Training Facility Buildout**

Funding Request: $43,870 (one-time); $25,000 annual operating budget impact

The (prior) Crabapple Courthouse building will now serve as a tactical training facility for the Public Safety Department. We will partner with the City of Milton on the buildout and usage of the facility. Milton is procuring the necessary floor mats and will relocate their simulator to the facility for usage by both jurisdictions.

This request includes buildout costs totaling $43,870 which includes:

- Classroom buildout including furniture and IT infrastructure ($30,000);

- Wall pads ($4,000);
- Other including wall construction/relocation, electrical, security equipment, etc. ($9,870).

The Department was awarded a FY 2022 Law Enforcement Training Program Grant totaling $46,130 to cover all costs related to the acquisition and installation of a shoot house.

Operational costs are estimated at $25,000 annually (utilities, cleaning, repair/maintenance, etc.) and will be programmed into the FY 2023 operating budget.

**Finance**

**Initiative:** **Employee Expense Software**

Funding Request: $19,000 (one-time); $1,400 annual operating budget impact

The Finance Department currently utilizes an in-house software application to manage travel expense reimbursements and related transactions. The system is built on outdated technology and requires a special setup to operate within the city's current technology environment. The proposed software is an integrated module within the existing Finance ERP software (Tyler Munis) and will facilitate the automated processing of multiple employee expense requests (e.g., travel, mileage, etc.). One-time costs include $19,000 for purchase of the software license and implementation costs. Operational costs are estimated at $1,400 annually for software maintenance fees and will be programmed into the FY 2023 operating budget.

**Recreation, Parks and Cultural Services**

**Initiative:** **Innovation Academy reimbursements**

Funding Request: $54,000

The Department used existing funds from other accounts to fund projects at Innovation Academy that were needed to get this facility ready to use. These funds came from Park Enhancements which were allocated to replace worn and broken athletic fencing at North Park. We were able to complete two fields and would use these funds to complete three more fields at North Park.

**Initiative:** **Wills Park Pool Improvements/Repairs**

Funding Request: $59,000

The Wills Park Pool has been open for four full seasons since its renovation in 2018. As we approach our fifth season, we have identified several issues that need to be addressed to ensure that the experience that our residents have come to enjoy and expect are continued at the highest level possible. Most of the issues have to do with the usage of the pool and the weather conditions throughout the year. We need to replace the high dive, repair several of the fun elements located in the zero-depth area and the splash pad. The surface for the splash pad was not replaced as part of the renovation and now needs to be redone. A fresh coat of paint is needed throughout the Pool area (e.g., lobby, offices, training room, family bathrooms, exterior doors, pavilion, etc.), along with such things as replacing seams, expansion joints, and concrete repair. In addition, the automatic water level controls need to be replaced, as well as the auto-fill component in the splash pad. It is also recommended that the splash pad be re-surfaced and repainted.

**General Government**

Funding Sources: $210,870 (Non-Allocated)

Funding for the capital initiatives identified herein is being provided through current year Non-Allocated appropriations leaving an estimated balance of $2.8 million.

### T-SPLOST II Capital Project Fund

This fund accounts for the collection of T-SPLOST II (Transportation Special Purpose Local Option Sales Taxes) revenues and expenditures on eligible transportation improvements and congestion mitigation initiatives. The budgetary legal level of control resides at the project level.

| T-SPLOST II CAPITAL PROJECT FUND<br>LEGAL LEVEL OF CONTROL (Impacted Line-Items) | | | |
|---|---|---|---|
| | Fiscal Year 2022 | | |
| | Current Budget Jan. 2021 | Mid-Year Budget Amendment | Revised Budget Jan. 2021 |
| **Revenue by Source:** | | | |
| T-SPLOST II (Tier 1 = 85%) | $ - | $ 52,052,526 | $ 52,052,526 |
| **Net Budget Adjustments** | **$ -** | **$ 52,052,526** | **$ 52,052,526** |
| **Expenditures by Project:** | | | |
| Mid-Block Crosswalk (Alpharetta Elementary School) | $ - | $ 85,000 | $ 85,000 |
| Mid-Block Crosswalk (Manning Oaks Elementary School) | - | 150,000 | 150,000 |
| Improved Crossing from Parking Deck to Milton Ave | - | 275,000 | 275,000 |
| Raised intersection at Marietta St and Roswell St | - | 350,000 | 350,000 |
| Improved Crossings from City Center to Churches | - | 750,000 | 750,000 |
| Alpha Loop (Old Milton Pkwy to Northwinds Pkwy) | - | 12,000,000 | 12,000,000 |
| 4 Pedestrian Bridges (Windward Pkwy over Big Creek) | - | 4,000,000 | 4,000,000 |
| North Point Pkwy Corridor (cost is an allocation) | - | 10,000,000 | 10,000,000 |
| Mid-Block Crosswalk (Cogburn Road Park) | - | 85,000 | 85,000 |
| Mid-Block Crosswalk (Mid Broadwell Rd at Charlotte Dr) | - | 100,000 | 100,000 |
| Webb Bridge Rd Improvements (Morris Rd to Greenway) | - | 13,000,000 | 13,000,000 |
| Tradewinds Ripple Effect Improvements | - | 6,500,000 | 6,500,000 |
| Cumming St Corridor Improvements (cost is an allocation) | - | 4,757,526 | 4,757,526 |
| **Net Budget Adjustments** | **$ -** | **$ 52,052,526** | **$ 52,052,526** |

**T-SPLOST II Initiatives**

The above listing represents appropriations for all Tier-1 T-SPLOST II projects. Tier-1 projects are funded at 85% of forecasted revenue collections over the life of the 5-year tax. For comparison purposes, T-SPLOST I collections have trended at over 90% of forecasted revenue collections.