Budget Workshop #1 of the Sandy Springs City Council was held Tuesday, April 28, 2015, at 4:00 p.m.

The meeting began at 4:01 p.m.

Councilmembers and Staff in attendance

Mayor: Mayor Rusty Paul

Councilmembers: Councilman John Paulson, Councilman Ken Dishman, Councilman Graham McDonald, Councilman Gabriel Sterling, Councilman Tibby DeJulio, and Councilmember Andy Bauman present.

Staff in attendance: City Manager John McDonough, Assistant City Manager Bryant Poole, Assistant City Manager Jim Tolbert, Finance Director Karen Ellis, Police Chief Kenneth DeSimone, Fire Chief Keith Sanders, Director of Public Works Garrin Coleman, Director of Recreation and Parks Ronnie Young, Economic Development Director Andrea Hall, Communications Director Sharon Kraun, Director of IT Jonathan Crowe, Facilities Manager Dave Wells, City Clerk Michael Casey, and Assistant City Clerk Kelly Bogner.

City Manager John McDonough gave the following presentation.

FY15 Budget Calendar

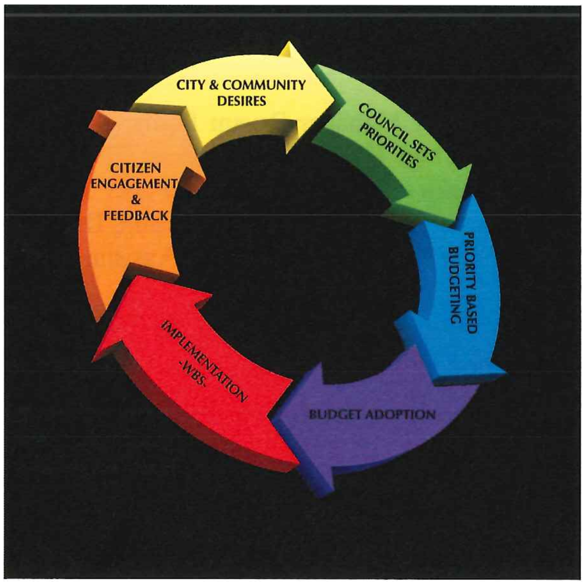
- March – April — Departmental Budget Hearings/Finance Review Phase
- April – May — Senior Management/Mayor Review Phase
- April 28 — Budget Workshop #1
- May 5 — Budget Workshop #2
- May 19 — City Council Budget Presentation (Proposed Budget)
- June 2 — 1st Public on FY16 Budget and Discussion
- June 16 — Final Public Hearing and Adoption by City Council

Adopted Priorities

Purpose of Meeting

- To receive feedback and direction from City Council as we develop the FY16 Budget
- Review and validate FY16 planning assumptions
- Understand Public Safety, General Government Services, and Facilities priorities as part of the City's service delivery and capital programs

Priority Driven Programming



Priority Based Budgeting

- Calendar set and published early, begins with validation of priorities by Council at Annual Council Retreat
- City Manager holds Budget Hearings in mid-April with Department heads to review current year budget projections and requested enhancements
- All requests should be tied to Council's adopted priorities
- Identify assumptions and validate them early in budget process

Capital Improvement Project Budgeting

- Capital Budgeting Process
  - Based on priorities validated during Annual Retreat
  - Projects recommended during the year by Council
  - Vetted by staff prior to placing on ballot
  - Ballot is given to Mayor and Councilmembers at first Budget Workshop
    Mayor and Councilmembers rank priority areas
  - Ballots are returned to City Manager's Office where they are averaged and available funds are applied until dollars are exhausted

Review of Potential FY15 Citywide Capital Projects

FY15 Citywide Capital Projects (Consolidated Rankings)		
	1. Rank Categories	
	2. Estimated Allocation within Each Category	
Priority		Proposed
	T-0046 Carpenter at SR9 Realignment	900,000
	Sidewalk Program	750,000
	Abernathy/Johnson Ferry Roadway Improvements	500,000
	Intersection Improvement Program	500,000
	Sandy Springs Tennis Center Improvements	500,000
	Traffic Management Center	350,000
	Lost Corner Preserve Entrance and Parking Lot	350,000
	Windsor Parkway Pedestrian Bridge	250,000
	Old Riverside Drive Park	250,000
	Spalding Drive Park (Cowart Property)	100,000
	TOTAL $	4,450,000

Recommended FY15 Citywide Capital Projects

FY15 Citywide Capital Projects (Consolidated Rankings)			
	1. Rank Categories		
	2. Estimated Allocation within Each Category		
PRIORITY		Est. Allocation	Amount
1	Sidewalk Program	750,000	$ 750,000
2	Intersection Improvement Program	500,000	$ 500,000
3	Abernathy/Johnson Ferry Roadway Improvements	500,000	$ 500,000
4	Traffic Management Center	350,000	$ 350,000
5	T-0046 Carpenter at SR9 Realignment	900,000	$ 900,000
6	Lost Corner Preserve Entrance and Parking Lot	350,000	$ 350,000
7	Windsor Parkway Pedestrian Bridge	250,000	$ 250,000
8	Old Riverside Drive Park	250,000	$ 250,000
9	Spalding Drive Park (Cowart Property)	100,000	$ 100,000
10	Sandy Springs Tennis Center Improvements	500,000	$ 240,000
	TOTAL	$ 4,450,000	$ 4,190,000

Operating Departments

Police Department – Chief Kenneth DeSimone

Sandy Springs Police Department is a nationally accredited, full service agency.

Overview

- Residential Population
- 99,770
  - US Census Bureau
- Workforce Population
  - 2005 – 92,695
  - 2013 – 99,640
  - *Atlanta Regional Commission*
  - Business Licenses
    - 2014 – 8,960
    - *Chamber of Commerce*

- I285 and 400 Interchange – Average Daily Count
    - 417,620 cars
    - *GDOT*

SSPD Staffing Overview

2014 - 2015 Budgeted Staffing

FY16 Goals

Continue to reduce overall crime

- Neighborhood safety
- Vehicle break-ins
- Theft of vehicle parts
- Enhance police services
- Continue Sandy Springs Emergency Response Vehicle (SSERV) program
- Maximize use of Citizens on Patrol and part-time officers
- Reduction in false alarm calls
- Enhance preparedness for active shooter
- Implement GPS system on police fleet

Councilman Gabriel Sterling asked if the City is actively fining those with false alarm calls.

Police Chief Ken DeSimone responded yes. He stated there is a no response list of businesses and a few residences that the police will not respond to due to the alarm going off about twenty-five times in one month.

Councilman John Paulson stated about 95% of the arlarm calls are still false, even though the number appears to have decreased. He asked if there is something else the City can do to reduce the false alarm calls.

Police Chief DeSimone stated he believes educating the community will help.

FY16 Priorities

- Reduce response time and improve customer service
- Radio Infrastructure - continuation of radio purchases
- Build active shooter training facility

- Development of department leadership
- Exploration of venue to place firing range
- Recertify department in Precision Immobilization Technique (PIT)maneuver

Programs & Initiatives

Volunteer Programs
Programs & Initiatives
COPs (Citizens on Patrol)
  - Primary Duties: House checks, handicap parking citations, traffic control assistance
  - 2012 - 2014: 10,035 volunteer hours

SSRV (Sandy Springs Response Vehicle)
  - Primary Duties: Provide assistance to motorists
  - Jan and Feb 2015:
    - 239 incidents
    - 125 hrs.
    - 20 days worked

Park Patrol
- Primary Duties: Provide dedicated law enforcement officers at City recreational facilities

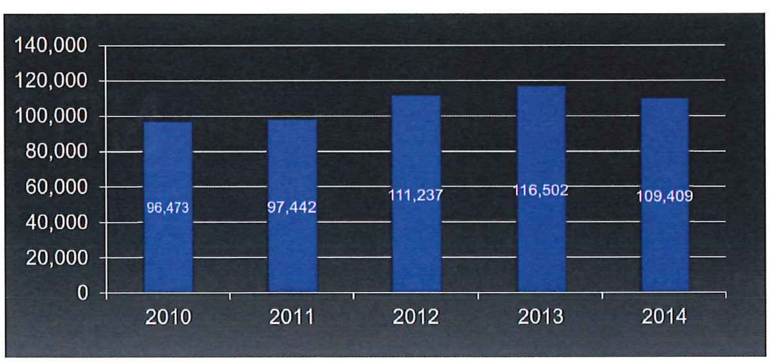
Street Crimes Unit
- Primary Duties: Focus on street-level crime including pedestrian robbery and thefts from vehicles.

Part-time Sworn Officers
- Primary Duties: Staff court and prisoner transport

Multi-jurisdictional Task Force Participation

Within the Sandy Springs Police Department, officers participate in the following activities:
- High Intensity Drug Trafficking Area Unit (1 FTE)
- DEA Task Force (1 FTE)
- North Metro SWAT Team
- Joint Terrorism Task Force (1 FTE)- In CY2016, SSPD will decline participation due to reduced relevancy

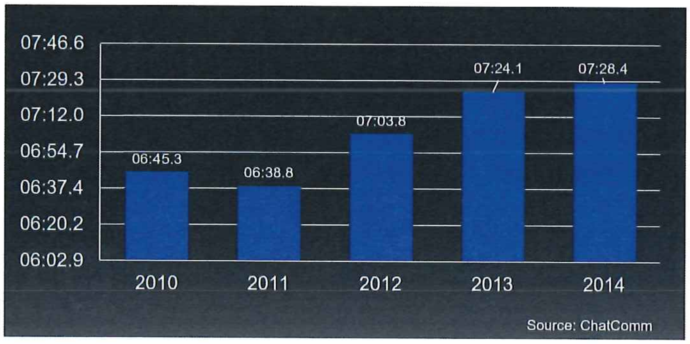
Calls for Service
Citizen and Officer Initiated
Since 2010, the City has experienced a 13.41% increase in calls for service.



Mayor Rusty Paul asked if there has been a change in the character of the calls for service.

Police Chief DeSimone responded he does not believe so. The number one call for service is traffic or traffic related, but not necessarily crashes. There may be stalled vehicles or debris in the roadway.

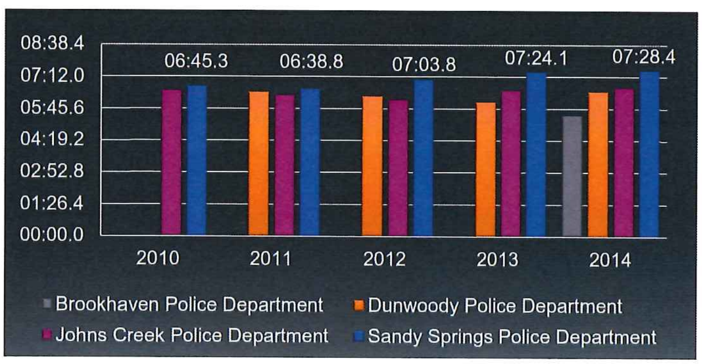
Sandy Springs Response Time
All Levels Priority



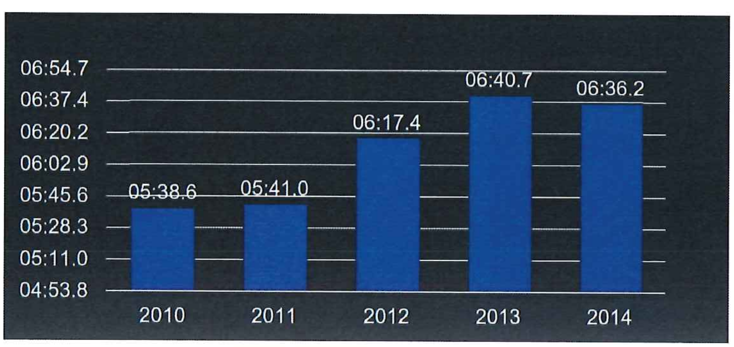
Mayor Paul asked what the increased response time may be attributed to.

Police Chief DeSimone stated the delayed response may be attributed to the commute times for the officers.

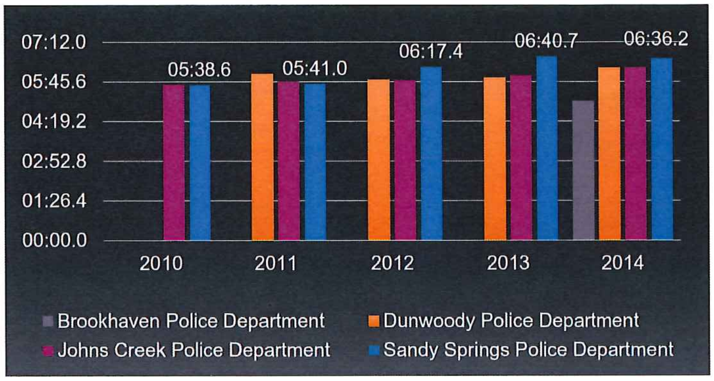
Average Response Times
All Levels Priority



Sandy Springs Response Times
Priority P & 1



Law Enforcement Response Times
Priority P & 1



Comparable Georgia Cities

City	Population	Sq. Miles	Officers	Civilians
Alpharetta	65,000	26.91	115	9
Marietta	45,856	23.08	135	35
Roswell	91,186	41.95	146	54
Sandy Springs	**100,000**	**37.64**	**127**	**17**
Valdosta	47,927	35.83	125	25
Warner Robins	50,000	35.07	110	44

Councilman Graham McDonald stated he would benefit from seeing a comparison to other ChatComm cities.

Police Chief DeSimone stated the City of Dunwoody has a population of about 48,000 people and they have about 60 officers for 8.5 square miles.

Workload Analysis: Rule of 60
SSPD Patrolmen

- Best practice dictates 60% of the total number of sworn officers should be assigned to Patrol.*
- Sandy Springs: 59% (75/127) of filled sworn officer positions are currently assigned to Patrol
  - Includes Traffic, K9 and Supervisors
  - Sworn officers assigned to Criminal Investigations, Operations, etc. are tied up on other duties and do not handle calls

Workload Analysis: Rule of 60
SSPD Patrolmen Available Man Hours

60 % Rule Calculations		
Average Calls for Service 2012-2014*		41,334
Average time spent on each call (hour	X	0.75
Total time spent on call (hours)		31,001
# of Officers Responding	X	2
Total time spent on call (hours)		62,001
Current Patrol Officers		
Available hours per year per officer		1,938
Current Patrol officers	X	50
Total Available hours per year		96,900
Total time spent on calls, and admin		62,001
Total Available hours per year	/	96,900
% Time spent on workload		63.98%
Additional 6 Officers		
Available hours per year per officer		1,938
Requested Patrol officers	X	56
Total Available hours per year		108,528
Total time spent on calls, and admin		62,001
Total Available hours per year	/	108,528
% Time spent on workload		57.13%
** does not include business or residential checks*		

- Best Practice: No more than 60% of available man-hours should be dedicated to workload.*
  - Workload: Total officer time required to respond to call for service.
  - Available Man- Hours: Hours worked per year minus sum of off time and training time.
- Sandy Springs: Approximately 64% of patrol man-hours are dedicated to workload

As recommended by ICMA, Center for Public Safety Management (2015)

FY 2016 Budget
Additional Staff Request

Man-Hours Dedicated to Workload					
Patrol Officers	**50**	**52**	**54**	**55**	**56**
Total time spent on calls, and admin	62,001	62,001	62,001	62,001	62,001
Total available hours per year	/ 96,900	/ 100,776	/ 104,652	/ 106,590	/ 108,528
% Time spent on workload	63.98%	61.52%	59.24%	58.17%	57.13%

FY 2016 Budget
Additional Staff Cost Analysis

- Salary and Benefits for 6 Officers
  - $427,250 ($71,208 / officer)
- Vehicles for 6 Officers
  - $195,438
- Equipment for 6 Officers
  - $72,000

Total Cost First Year - $694,688 ($116K per officer)
Total Cost Second Year - $457,342 ($76K per officer)

Councilman Tibby DeJulio asked where Sandy Springs ranks compared to other local jurisdictions for salary and benefits.

Police Chief DeSimone stated Sandy Springs is one of the best

Councilman Sterling asked how the benefits and retirement plan compare to other jurisdictions.

Police Chief DeSimone stated they all differ, but Sandy Springs is probably one of the best. The City has a 457 and 401A plan.

Councilman Sterling asked if the City matches the 401A, and if so at what percent.

Police Chief DeSimone responded yes, and that match is 5%.

Councilman DeJulio asked if the six new officers will be experienced officers or new hires.

Police Chief DeSimone stated he would like to hire new officers. If a lot of veteran officers are hired, one day it will reach the point that many of them will retire at the same time. The Police Department plans on recruiting at some of the military bases around the State.

Requested FY16 Enhancements

- Addition of 6 Officer I positions for traffic and patrol
- Vehicle replacement of 16 vehicles and an additional 6 vehicles for new officers
- Restore 3 propane vehicles
- Replace 14 ballistic vests
- Purchase 40 new radios
- Addition of Active Shooter facility

Councilman Paulson asked if about twenty-two police vehicles are replaced each year.

Police Chief DeSimone responded yes.

Councilman McDonald asked if all officers receive take home vehicles.

Police Chief DeSimone responded yes, if the officer lives within twenty miles of the City.

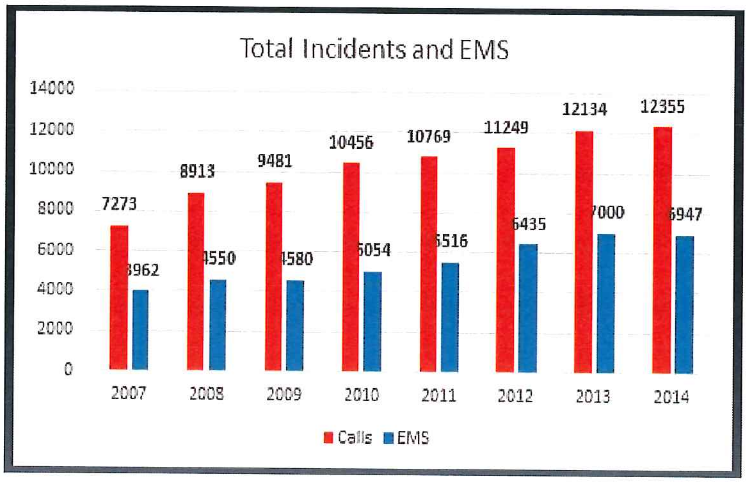
Councilman Paulson asked about the officer initiated calls versus the citizen initiated calls.

Police Chief DeSimone stated those types of calls were included in the total. A citizen initiated call is a 9-1-1 call, walk in, or a "flag down" call. An officer initiated call is where an officer drives by and sees something occurring where he would need to stop.

City Manager McDonough stated there are more officer initiated calls than citizen initiated calls. Staff can get a chart of these calls to Council.

<u>Operating Departments</u>

Sandy Springs Fire Rescue – Fire Chief Keith Sanders



FY16 Goals

PUBLIC SAFETY RESPONSE

- First unit arrives at scene of a life threatening emergency in 7 minutes or less from receipt of call 90% of the time (Total Customer Service Time)
- Place 15 firefighters on a structure fire scene within 8 minutes from time units are dispatched to arrival on scene
- Enhance Automatic Aide Agreements with DeKalb and City of Atlanta
- Complete fire code inspections on all commercial base buildings annually
- Implement a commercial pre-fire planning program conducted by suppression personnel during non-emergency time

COMMUNITY PARTNERSHIPS

- Exceed National Standards of Community CPR and AED training to businesses, schools, and residents of Sandy Springs
- Implement fire prevention and education program to citizens living within multifamily
- Communities in order to reduce accidental fires
- Partner with businesses to educate on the importance of installing AED's in facilities with 300 or more occupants
- Enhance the CERT and Fire Corps program with monthly training for members
- Expand High-rise Occupancy Planning Exercises (HOPE), fire warden and fire extinguisher use training to occupants
- Develop a Fire Explorer program for youth

Councilman Paulson asked where the 15 firefighters on scene came from.

Fire Chief Sanders stated that is a NFPA standard and ISO also looks at that number as a rule of thumb.

FY16 Goals

PERSONNEL DEVELOPMENT

- Implement a standardized career development program in order to credential personnel for career advancement
- Partner with Carl Vinson Institute of Georgia to create and implement a promotional program for (18) Fire Apparatus Engineers and (6) Fire Lieutenant positions
- Implement a group physical fitness program
- Conduct an EMT-Advance class for 8 Firefighter I employees
- Increase annual live fire training opportunities utilizing surrounding agencies fire training towers and burn buildings
- Conduct NPQ classes for Pumper Operator, Fire Officer I, and Fire Inspector I
- Complete Standard Operational Procedures Manual

Councilman McDonald asked about the Fire Apparatus Engineers' promotional program.

Fire Chief Sanders stated the Fire Apparatus Engineer is the driver/operator of an engine or ladder truck. Currently, the City has a total of four ladder trucks and two engines with three work shifts. The driver drives and operates the vehicle. There are many hydraulic formulas that are involved in firefighting and pump operating. The operators have to be trained on Gallons per Minute (GPMs). The commanding officer has to rely on that apparatus operator in order to know what he or she is flowing and how much water pressure is available.

Councilman Sterling stated this is part of a reorganization as a better way to set up a line command in order to identify responsibilities.

Councilman Ken Dishman asked if Firefighter I's are filling this function.

Fire Chief Sanders stated both Firefighter I's and II's are.

Councilman McDonald asked how many Firefighter I's the department presently has.

Fire Chief Sanders stated he believes that number is twenty-seven. The current employees will compete for specialization positions, if they meet the minimum criteria.

Councilman DeJulio asked how many firefighters the City currently has.

Fire Chief Sanders stated the City has ninety-three full time firefighters.

Finance Director Karen Ellis stated there are a total of 145 positions, 92 are full time and 53 are part time.

City Manager McDonough stated Chief Sanders prefers to move away from the part time employees and utilize those funds for full time employees.

FY16 Enhancements

- Add 3 Fire Inspector I positions in the Fire Marshal's Office
  Eliminate part-time program within the Fire Marshal's Office
- Add 12 full-time Firefighter I positions in Fire Suppression by reallocating a portion of part-time salaries and eliminate part-time program within Fire Suppression. Allows for **minimum staffing** of 2 on rescues, 3 on fire engines and 4 personnel on Truck 1 and Tower 2. Provides relief coverage for vacation, sick, WC, and FMLA leaves
- Fund 18 Fire Apparatus Engineers Promotions
- Fund 6 Fire Lieutenant Promotions
- Replacement of 4 administrative vehicles (mileage)□ Purchase and install 2 gear washers and 2 commercial dryers to properly clean and maintain firefighting gear
- Purchase 4 sets of Rapid Intervention Gear packs
- Purchase fitness equipment for 4 stations
- Replacement of 7 thermal cameras on apparatus.(age & better technology)

Councilman Paulson asked about another fire station.

City Manager McDonough stated then it is too early to discuss another fire station at this point.

Councilman McDonald stated the City is planning to recover savings from a discontinued part time employee program which will make for a better department.

Fire Chief Sanders responded yes.

City Manager McDonough stated the Fire Department 2015 salary budget is about $4.4 million for the 93 full time employees plus the civilian staff. There is about $869,000 for part time temporary employees. The Fire Chief is using the $869,000 to create the new full time positions.

Emergency Medical Services

- FY 16 Goals
  - Continue to provide superb medical services with high quality personnel and equipment
- FY 16 Priorities
  - February 2015 the posting plan was modified to include posting an ambulance at 2090 Dunwoody Club Dr. (Kroger)
  - On-going analysis of response times to the panhandle since the posting plan modification in February 2015
  - Continue to work with Sandy Springs Fire Department in updating the Mobile Data Terminals in the ambulances.
  - Maintain resource commitment under contract
  - In April 2014 RMA received their initial Certificate of Commission on Accreditation of Ambulance Services
- CY 15 Response Results
  - Ambulances arrived within 7 minutes 59 seconds to emergency calls 91% of the time
  - Ambulances arrived within 14 minutes 59 seconds to non-emergency calls 100% of the time

Councilman Paulson asked about the road closure at Mount Vernon and Spalding Drive.

Fire Chief Sanders stated the City has an agreement with the City of Roswell that for any emergency call received on the east side of the road closure, the City automatically notifies Roswell.

City Manager McDonough stated an ambulance also sits on the east side of the road closure to ensure units are near. As of last evening the City has successfully transferred off of the Fulton County radio system to a new state of the art 700 MHz radio system that is owned and operated by four city members that consisting of Sandy Springs, Roswell, Milton, and Alpharetta. There is a $16 million budget, but the total cost should be only about $14 million.

ChatComm E911 Services

- FY16 Goals
  - Provide excellent 911 call taking and public safety dispatching services
- FY16 Priorities
  - Maintain current performance metrics on call answering and call processing for High Priority calls
  - Execute contracted technology upgrades noted in contract extension through August 2019
  - Achieve CALEA accreditation, IAED EMD and EFD re-accreditation
- CY14 Performance metrics
  - Call answering 92.2% of 911 calls answered within 10 seconds
  - 94.3% of High Priority calls processed for dispatch within 60 seconds

<u>General Government Services Contracts</u>

Finance Director Karen Ellis gave the following portion of the presentation.

Finance

- FY16 Goals
  - Provide excellent financial services support for the City as well as improving procedures which contribute to efficiency
- FY16 Priorities
  - Cross train key Accounting staff
  - Improve 1099 process
  - Standardize Open Records Requests process across departments
- Calendar Year 2015 Results
  - Revenue: Cross trained staff, implemented new credit card processor saving $100,000 in fees, assisted City in updating Special Events policy
  - Accounts Payable: Improved internal controls, reporting
  - Purchasing: Developing specialized City Center procurements, change to policy to assist with accelerated bidding on PW projects
  - Finance: Instituted new travel card policy for City staff, shortened month end close
- FTEs
  - FY 2015 19 FTEs
  - Proposed FY 2016 19 FTEs

Information Technology

- FY15 Goals
  - Improve server reliability by upgrading current software
  - Continue to develop additional security measures to protect sensitive data
- FY16 Priorities
  - Focus on modernizing software and hardware
  - Leverage emerging technologies to improve reliability and replace aging equipment
  - Implement additional security hardware to improve data protection
- CY15 Summary
  - 3492 Service/Support request

- 98.94% Uptime of all systems
- CISSP, CCNP, and AirWatch staff certifications
- FY2015 11 FTEs
- Proposed FY 2016 11 FTEs

City Manager McDonough stated the City has received attempted computer hacks from all over the world with a huge concentration from China.

Councilman Sterling asked where the backup computer server is located. Previously there was discussion about moving the server further away.

Director of IT Johnathan Crowe stated there at backups at City Hall and also at ChatComm.

Councilman Sterling stated for the last two budget years there has been discussion about finding another backup location besides ChatComm.

City Manager McDonough stated to date that consideration has not been pursued. That is another major effort and cost for staff to look at. The City may leverage Microsoft, IBM, or another large service provider for backups to be located in the Cloud.

City Manager McDonough continued with the following presentation.

Communications

- FY16 Goals
  - Convey the key messages of the City to internal and external audiences
  - Facilitate citizen input and feedback concerning programs and policies to aid in the decision-making processes of the City
  - Reinforce the City's identity, including promoting a strong, positive city image outside the Sandy Springs area among target audiences that are vital to the community's economic well-being
- FY16 Priorities
  - Expand the breadth of easily accessible information through refinement of the City's website content
  - Ensure accurate and consistent flow of information for City projects with an emphasis on City Center, Transportation and Sustainable Growth initiatives
  - Enhance visibility for Recreation and Parks and special events within the City
- FTE Summary
  - FY 2015 4 FTEs
  - Proposed FY 2016 5 FTEs

Additional Staff Request

- Add 1.0 FTE to meet additional project demand. This position will:
  - Provide support for events and community outreach programs
  - Provide assistance with execution of public information open house events
  - Provide assistance with execution of City created Special Events
  - Provide assistance with Economic Development ribbon cutting events
  - Provide assistance with neighborhood community outreach under the direction of the Community Relations Manager
  - Provide writing assistance with e-newsletter, quarterly newsletter and other communications materials

Councilman McDonald asked who the four full time employees are that make up the Communications Department.

Director of Communications Sharon Kraun stated herself, Dan Coffer, Marla Shavin, and Jason Green. Jason operates the City website and is a graphic designer. Marla handles the e-newsletters and backfills on neighborhood issues. Dan primarily deals with the neighborhood HOAs. Her job is media relations. They all participate at different times in public information open houses, ribbon cuttings, special events, and supporting all departments within the City.

Municipal Court

- FY16 Goals
  - Accurately maintain, safeguard and store all Court documents as well as ensure all monies are disbursed as directed by law
- FY16 Priorities
  - Maintain day to day operations in accordance with Court Policy and Procedures
  - Implement new case management software options
- FY 2015 Statistics
  - 2015: 6,254 (YTD)
  - 2014: 21,514
  - 2013: 23,654
- FTE Summary
  - FY 2015 10 FT/1 PT
  - Proposed FY 2016 10 FT/1PT

Assistant City Manager Jim Tolbert gave the following portion of the presentation.

Community Development

FY16 Goals

- Provide high quality customer service in the issuance of permits, processing of zoning requests and property maintenance enforcement
- Engage the community in the planning process in a meaningful way
- Plan for managed growth throughout the community
- Coordinate planning efforts with our neighbors/partners

FTE Summary

- FY 2015 30 FTEs
- Proposed FY 2016 34.4 FTEs

FY16 Priorities

- Complete update of the 2007 Comprehensive Plan
- Complete Small Area Plans for Roswell Road, PCID and Powers Ferry
- Manage Retail Coach contract
- Improve plan review process with better internal coordination
- Improve the quality of staff analysis and reports on zoning cases

Councilman McDonald asked about the form based code.

Assistant City Manager Tolbert stated that is part of the small area planning. The form based code will be going to the Planning Commission in late spring or early summer of this year.

Development Activities

Activity Type	FY 2012	FY 2013	FY 2014	YTD 2015
Zoning Cases	12	18	22	31
Zoning Modifications	11	5	12	7
Variances	31	33	43	45
Zoning Certifications	79	77	74	86

Development Activity
Building Inspections

Fiscal Year	Inspections Performed
2010	8,774
2011	9,511
2012	10,857
2013	12,697
2014	17,758
2015 YTD	14,272

Development Activity
Building Permits

Fiscal Year	Permits Issued
2011	2,952
2012	2,881
2013	3,241
2014	3,573
2015 YTD	2,423

Project Status Updates

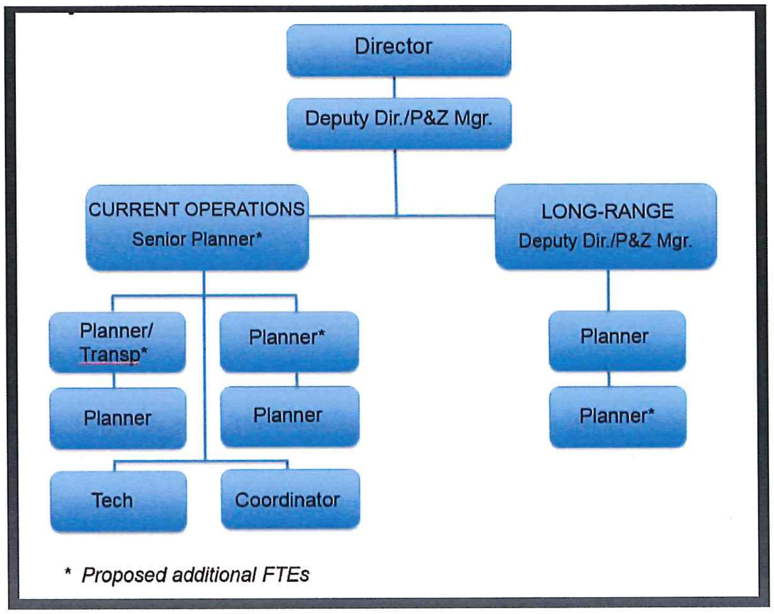
- Engaged the Collaborative to perform community engagement process in advance of the Comprehensive Plan and Small Area Plans
- Engaged the Retail Coach for economic analysis and consultation regarding economic development issues
- Received qualification responses for team to prepare update to Comprehensive Plan and for Small Area plans

Community Development
Staff Reorganization

- Increase and adjust staffing resources to meet additional development demand
  - Addition of three Planners, one with Transportation experience (3.0 FTEs)
  - Addition of Building Inspector using additional FY15 "As Needed" funding (1.0 FTE)
  - Re-purpose Planner II position to a Building & Land Development Manager (0.4 FTE)
  - Re-purpose P&Z Manager to Deputy Director position

- Re-purpose Admin Asst. position to Plan Coordinator
- Reduction of "As Needed" additional staff funding from $115,000 to $0

Community Development
Proposed Planning & Zoning Reorganization



Mayor Paul stated he asked staff to look at a few things and that is the reason why the department will be structured differently. Land planning based on zoning cases is a very poor way to make land use decisions. The City is trying to update the codes to where there are fewer rezoning cases. With these changes a developer will know immediately what can be constructed and how they can do it to avoid the rezoning process, as long as they are willing to function within it. The City's Comprehensive Plan also needs to be revised for how the community should evolve. This would decrease the number of zoning cases.

Councilman Sterling asked if the Deputy Director and Planning and Zoning Manager positions are the same person.

Assistant City Manager Tolbert answered it is the same person. The idea is to have twenty percent of their time in the current position in order to provide the day-to-day supervision and eighty percent of their time in the long range.

Director of Economic Development Andrea Hall gave the following portion of the presentation.

Economic Development
FY16 Goals
- Market attributes which differentiate City from competition within the Atlanta region
- Support retention and expansion efforts for existing businesses
- Support City Center effort to create a focus for community

FY16 Priorities
- Activate a process to jointly brand and market the entire Perimeter market with our economic development partners, targeted to specific industries

- Continue to work collaboratively with regional and state economic development partners
- Expand retention outreach efforts
- Support Comprehensive and Small Area planning efforts to encourage redevelopment for aging retail and housing districts

FY15 Highlights

- Number of businesses (4/2015): 5,532
- Marketing budget: $60,000
- Retention meetings: 50

FTE Summary

- FY 2015 1.5 FTEs
- Proposed FY 2016 1.5 FTEs

Mayor Paul stated he has heard talk about the rental rates increasing in the central business district which has caused the renters to vacate as a result. The City is losing businesses that they would like to stay.

Director of Economic Development Hall stated this is happening for both the office and retail. The retail vacancies are in the four to five percent range. Due to the rate increases, renewing a lease as a tenant right now is difficult.

Councilman Sterling stated the developers got lucky with the North Park property when they received a ten year lease for about $12 a square foot and now that rate is $28 a square foot.

Councilman Andy Bauman stated what is relevant is the quality of rentals available. Staff should focus on quality retail instead of focusing on quantity.

Mayor Paul stated if you want to create something different, you have to be able to have space where entrepreneurial shop owners will come. The concern he has about retail is that the way the rents are going some of those businesses we would like to attract will be priced out of the market. The City needs a strategy in order to do what needs to be done in an area where the rents are increasing and the vacancies are low. In order to focus on quality retail, the City has to develop a strategy to do that. Community Development should focus on a retail and redevelopment perspective regarding some of the older properties. How the City manages this process will determine what environment will be created for the next ten to fifteen years.

Councilman DeJulio asked how soon staff speaks with a business before their lease ends.

Director of Economic Development Hall stated usually about eighteen months.

Mayor Paul stated the City has a great relationship with Georgia Economic Development Commissioner Chris Carr.

Director of Economic Development Hall stated there are currently eleven active recruitment prospects.
Councilman Sterling stated rents for office space are currently above $30 a square foot. If the cost goes above $35 per square foot, hopefully a developer will apply to construct a new building in the City.

Councilman Paulson stated he is amazed at how involved Georgia Power is in economic development. He asked why Georgia Power gets involved.

Director of Economic Development Hall stated over the last ten years Georgia Power has become more involved in office projects because they can sell power to businesses such as data centers. The State of Georgia, Georgia Power, and the Metro Atlanta Chamber work well with the community.

Director of Public Works Garrin Coleman gave the following portion of the presentation.
Public Works
FY16 Goals
- Deliver approved capital projects on time and on budget
- Promote environmentally sensitive infrastructure solutions
- *Transportation/Facilities (LED lighting/traffic signals, traffic solutions such as*
- *ATMS/traffic adaptive software/etc. to minimize congestion and pollution)*
- *Stormwater (watershed improvement project - Marsh Creek Headwaters)*
- Utilize resources to deliver safe, efficient, and responsive public services (emergency response, customer call backs, etc.)
- Maintain the City's infrastructure to a set level of service based on available/prioritized resources
- Maintain a high level of community appearance

FY16 Priorities
- Provide a safe, sustainable transportation system that is sensitive to its citizens and environment
- Customer service responsiveness
- Leverage local funding with outside funding sources
- Provide required support to City Center development process

City Manager McDonough stated that when the Councilmen receive emails, to refer the people to the call center, because the City pays a lot of money for this service. When emails are received staff has to spend time doing the work that the call center can do.

Councilman DeJulio asked if the emails can be sent to the call center.

Communications Director Sharon Kraun responded yes. The best way is to email the general email box of the call center and they will receive the email.

City Manager McDonough stated staff will get Council specific instructions on how to send the calls to the call center. Most calls are routine and should be sent to the call center.

Councilman Bauman stated whatever process is involved, he would like Council to have the ability to be kept up to date on issues that are referred to the call center.

Director of Public Works Garrin Coleman continued with the following presentation.

Public Works
FY15 Highlights
- 3,381 service requests/inquiries received/processed through department (3,740 last FY)
- Outside funding obtained – GDOT Safety for T-43 Glenridge at Roswell Road intersection ($1.0M), ARC for CC-10 Sandy Springs Circle streetscape ($2.3M), GDOT for T-11 ($1.3M)
- Projects delivered:
    - 47 stormwater projects completed (39 last FY)□ 18.5 miles of road paved (24 last FY)□ Completed preliminary plans for Windsor Parkway pedestrian bridge
    - Wright Road/Johnson Ferry signal installed
    - Completed installation of streetscape project in conjunction with HAWK pedestrian (T-49)
    - Demolished five commercial buildings on City Center site
    - Completed $1.2M sidewalk program utilizing MARTA funds around bus stops and stations
    - Completed construction of improvement along Glenridge Drive at High Point (T-40)

- Completed demolition of single property acquired with FEMA Pre-Disaster Mitigation Program (PDMP) funds - (12 properties in all using FEMA funding)
- Completed Roswell Road Phase 1 ATMS (T-13) project and have phase 2 in design
- Completed Mt. Paran sidewalk project
- Completed CDBG Phase 2 streetscape project along Roswell Road

FTE Summary
- FY 2015 28.25 FTEs
- Proposed FY 2016 32.25 FTEs

Public Works – Project Update
Projects in design/bid phase or under construction
- Designed and bid four intersection improvement projects in relation to new Heards Ferry Elementary school site
- Dupree Drive sidewalk also advertised for bid
- Roswell Road streetscape (T-12) project is under construction
- Marsh Creek headwaters project let to bid and demolished two existing structures on site
- Spalding Drive at Mt. Vernon intersection (T-39) is under construction
- Powers Ferry sidewalk project is under construction
- Design is underway for CMAQ ($1.3M) funded ATMS project along Hammond/PTD/Glenridge
- Riverside Drive (T-41) will be under construction starting May 26
- Roswell Road at Glenridge Drive intersection improvement (T-43) is under design
- Windsor Parkway pedestrian bridge (T-53) is pending advertisement for bid (awaiting FEMA approval of materials)
- Morgan Falls Rd. (T-34) roadway improvement construction bids received and being reviewed for award recommendation to Council
- Windsor Parkway at Roswell Rd. intersection re-alignment construction bids are due May 6, 2015.

Councilman Bauman asked about the Lake Forest Dam project.

Director of Public Works Coleman stated he was not able to place the update of all projects on the slideshow. He mentioned the Carpenter Drive project and the second phase of the ATMS project.

Additional Staff Request
Increase and adjust staffing resources to meet additional project demand
- Addition of Traffic Signal Operations/TMC Specialist (1.0 FTE)
- Addition of CIP Field Service Superintendent (1.0 FTE)
- Addition of Assistant Facilities Manager (1.0 FTE)
- Addition of Project Manager (1.0 FTE)
- Reduction of "As Needed" Staff Funding from $175,000 to $75,000

Councilman Paulson stated he has not heard about rescheduling the CIP meeting.

Director of Public Works Coleman stated that meeting is next week.

Councilman Paulson stated last spring Council and staff spoke about project timelines and where they can be shortened. He asked if staff has looked at the completed projects of last year to review how long the projects are taking.

Director of Public Works Coleman stated staff plans on implementing e-Builder project management software to track the projects. He added GDOT uses e-Builder as well.

Director of Recreation and Parks Ronnie Young gave the following portion of the presentation.

Recreation and Parks

- FY16 Goals
  - Provide safe, well-organized and supervised leisure programs for citizens of Sandy Springs
  - Provide safe, well-maintained parks and playgrounds
  - Add a full time capital project manager to the department staff
- FY16 Priorities
  - Increase enrollment in youth baseball, soccer, lacrosse, wrestling and kickball
  - Add an MOU with an established youth soccer association
  - Expand special event participation
  - Add additional summer camps, including special needs children and nature-focused
  - Construct the South Greenway Park
  - Complete development of Lost Corner by adding the new entrance drive/parking lot
  - Upgrade Hammond Park Facilities
  - Reforest the Johnson Ferry/Riverside property
- FY15 Highlights
  - 85,000 participants in department offerings
- FTE Summary
  - FY2015 7 FT / 4 PT (Jacobs) 61 PT (City)
  - Proposed FY16 7 FT / 4 PT (Jacobs) 61 PT (City)

Councilman Bauman asked about the youth scholarship.

Director of Recreation and Parks Young stated the youth scholarship goes towards any programs offered by the City contract providers or by the afterschool programs.

Councilman Bauman asked if staff can report those numbers to Council on how many children use the scholarships.

Director of Recreation and Parks Young stated in the public school system over fifty percent of the children receive free or reduced cost lunches. Some of those parents cannot afford to place their children in the provider programs. The youth programs are in all the City schools with the exception of Riverwood High and Ridgeview Middle School.

Councilman Sterling asked about the Overlook Park programs.

Director of Recreation and Parks Young stated the City just signed a contract for boat rentals and may sign another contract this summer for river racing. The soccer program consists of about 800 children and is played after school. Some of the parents want a better level of competition. The City will sign on a new provider that will provide a higher level of competition.

Councilman Paulson asked how many new program participants are there in a year.

Director of Recreation and Parks Young stated the program increases each year by 5,000 to 10,000.

Councilman Bauman commended Director of Recreation and Parks Young. Recreation and Parks is one area that is a touch point with the citizens and is critical for the quality of life in the community. The program impacts people and the scholarships help with this. He asked if staff can work with programming for the new ice skating rink, which would be great for the community.

City Manager McDonough continued the presentation with the following.

General Government
Contract Service Partners

General Government Services	Public Works Subcontractors
ST Services of Georgia – Financial Services	Blount – Street Maintenance
InterDev – Information Services	Optech – Parks, ROW and Street Cleaning
The Collaborative - Communications	ProCutters – Mowing on Interstates
Jacobs – Municipal Court	Casey, Yellow Ribbon, Richmond - Tree Removal
Faneuil – Call Center	Siemens – Traffic Signals
AECOM/URS – Public Works	Tomal, TMI - Road Striping
Jacobs – Recreation and Parks	Optech - Road Signage
The Collaborative – Community Development	

Public Safety
Contract Service Partners

Public Safety Services
ChatComm (iXP) – E911 Services
Rural Metro Ambulance – Ambulance Services

Preliminary Task Order Analysis

Firm / Work Package	NTE Escalator	Actual Escalator	FY 15 Amount	FY 16 Amount	% Change
ST Services / Finance	2.50%	2.50%	$1,755,000	$1,798,875	2.50%
InterDev / Information Services	5.25%	4.00%	1,361,883	1,416,358	4.00%
The Collaborative / Communications	2.20%	2.20%	549,917	653,012	18.75%
Jacobs / Municipal Court	3.00%	0.00%	1,102,660	1,102,660	0.00%
Faneuil / Call Center	4.88%	4.88%	450,538	472,524	4.88%
AECOM/URS / Public Works	4.00%	3.50%	3,732,558	4,326,318	15.91%
Jacobs / Recreation	3.00%	0.00%	1,042,912	1,042,912	0.00%
The Collaborative / Community Development	2.20%	2.20%	3,434,961	3,849,020	12.05%
		TOTAL	$13,430,429	$14,661,679	9.17%

Public Works Contractor Analysis

Firm / Service	Escalator	FY15 Amount	FY16 Amount	% Change
Blount / Street Maintenance	0.00%	$1,445,000	$1,445,000	0.00%
Optech / Park Maint., ROW, Street Cleaning	0.00%	2,720,000	2,840,000	4.41%
ProCutters / Mowing on Interstates	0.00%	220,000	250,000	13.64%
Casey, Yellow Ribbon, Richmond / Tree Removal	0.00%	200,000	200,000	0.00%
Optech / Road Signage	0.00%	350,000	300,000	-14.29%
Siemens / Traffic Signals	3.00%	566,500	583,495	3.00%
Tomal, TMI / Road Striping	0.00%	150,000	150,000	0.00%
	TOTAL	**$5,651,500**	**$5,768,495**	**2.07%**

Operational Enhancements
- Communications ($103,095 increase)
  - Addition of 1.0 Communications Specialist and slight increase for staff retention
- Public Works ($593,760 increase)
  - Addition of Field Svc Superintendent, Project Engineer, Transportation Traffic Engineer and Facilities Assistant (4 FTEs). Reducing "as needed" work allocation from $175,000 to $75,000 to assist with additional staffing requests
- Community Development ($408,252 increase)
  - Addition of Building Inspector position (1.0 FTE), Planner positions (3.0 FTEs), a re-purpose of P&Z Manager to a Deputy Director position, a repurpose of an Admin position to a Planning Coordinator and a re-purpose of a Planner II position to a B&D Manager position (.4 FTE). Reducing "as needed" work allocation from $115,000 to $0

Non-Profit Summary
Direct allocations:
- Heritage Green* $110,000
- Keep Sandy Springs Beautiful* $ 60,000
- Sandy Springs Youth Sports* $127,500
- Community Assistance Center $100,000

Call for Proposals $105,000
TOTAL $502,500

**Service Contracts*

FY16 Budget Assumptions – Operating
- Fixed Cost of General Government Services Contracts $14,661,679 (+9.17%)
- Renewal of subcontractor agreements - $5,768,495 (+2.07%)□ Continued funding for Police Fleet Replacement Program - $702,050 (22) vehicles
- Vehicle Acquisition Costs for Fire Dept. - $112,000 (4) vehicles
- Additional trucks for Public Works Field Insp. staff - $70,000 (3)
- Continued funding for Community Events/Non-profits - $502,500

- Debt service for Fire Department - $773,980
- E-911 Center operation - $600,000
- Continued EMS subsidy for enhanced service - $120,000
- Comp Plan/Small Area Plans/Transportation Planning- $800,000

Councilman Paulson asked if there was $100,000 in discretionary non-profit funds last year.

City Manager McDonough stated the number is the same as last year.

FY16 Budget Assumptions – Capital

- Continued funding for City Center Projects - $15,000,000
- Land Acquisition/Construction Funding for City Center master plan transportation grid - $3,000,000
- Continued funding for Stormwater Infrastructure Improvements - $2,550,000

Assistant City Manager Bryant Poole presented the I-285 / SR400 Interchange Shared Use Trail - $1,000,000

Interchange Justification Report (IJR) for new I-285 Interchange

FY16 Suggested Priorities	Amount
Justification Report for Braves / East Cobb Traffic Mgmt.	$450,000
TOTAL	$450,000

- Proposed interchange justification report (IFR) for a new half interchange at I-285 and Powers Ferry Road (Cobb County)

- Proposed access would be for westbound on I-285 and a Powers Ferry entrance to eastbound I-285

Councilman Sterling stated bicycle/pedestrian facilities are needed on Peachtree Dunwoody Road and on the Glenridge Connector. There is enough room on those roads to construct this long term.

Councilman Dishman asked about the Buckhead area.

Assistant City Manager Poole stated the City of Atlanta will only build up to the city limits of Sandy Springs. Sandy Springs could expand from the edge of the City all the way up. Council needs to decide if they would like to move forward with this project.

Councilman DeJulio asked about the time frame on this project.

Assistant City Manager Poole stated GDOT hopes to let the project by the end of this year and the design build process will take a little over forty-two months. If the City does not commit to the $1 million, the City would have to do their own lane closures, which will cost more.

City Manager McDonough stated this all evolved in the last forty-eight hours. Staff adjusted the presentation based on this new information to make this an assumption rather an item. If this assumption is validated by Council it can be placed in the budget for next year. He asked Council to think about this item over the next week. The money is wanted in January 2016. The cost was originally $850,000 and it is now $500,000. The funds will come from pavement management. The PCI in this area is above 70. The City has paved about 140 miles of road in the last nine years. He recommended $1 million be budgeted for this project.

Mayor Paul stated the Riverside Drive project will do a lot to relieve traffic. Also equally important is moving the Braves traffic further west. The further west the Braves traffic can be moved, the less impact it will have on neighborhood streets all across the City.

Councilman Sterling stated right now there is no interchange at that intersection.

Mayor Paul stated this plan is also something the Braves representatives like. They will give help with the Governor's office.

Councilman Paulson asked if Cobb County is interested in assisting with funding the project as well.

Assistant City Manager Poole stated he has a call in to Cobb County and other staff has called as well.

City Manager McDonough stated he signed a letter on behalf of the City about nine months ago related to this project.

Mayor Paul stated Assistant City Manager Poole came up with this idea about speaking with the Braves. The project can be taken to GDOT and the Governor's office stating support for the project. If the project is built, it will be built with State and federal dollars.

City Manager McDonough stated this is the City's way to work towards this project that is not within our jurisdiction. All the City is paying for is the study. The total cost of the project maybe about $10 to $12 million.

City Manager McDonough continued with the presentation.

- Pavement Management Program - $500,000
- Lake Forrest Dam Repair - $700,000
- C0007 Marsh Creek BMP Contingency - $250,000
- Sidewalk Program - $500,000
- T0046 Carpenter Drive at Roswell Road intersection - $900,000
- Projects requiring Federal Match- $1,225,471
    - T0044 - ATMS2 (Roswell Rd S of Abernathy)$368,241

- T0054 - ATMS3 (Hammond Dr. / Glenridge Conn / PTD)$255,000
- CC010 - SS Circle Streetscape (Local ROW Match)$602,230
- Total CIP Assumptions - $25,625,471

Capital Project Candidates
Intersection Improvement Program

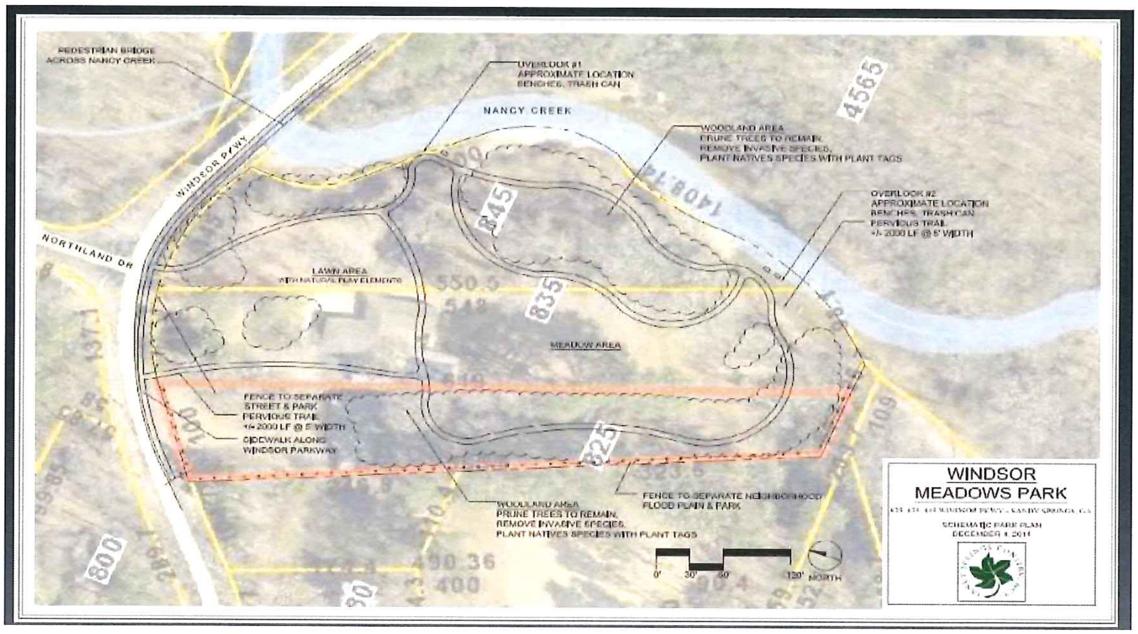
FY16 Suggested Priorities	Amount
Overhead Illuminated Street Name Signs	$75,000
Vehicle Approaching Flashers	30,000
Traffic Studies/Conceptual Plans	100,000
Signal Designs	65,000
Concrete Islands / Striping	30,000
TOTAL	**$300,000**

Traffic Management Center

FY16 Suggested Priorities	Amount
Installation of Fiber; Additional SCOOT Projects	$350,000
TOTAL	**$350,000**

Windsor Meadows Park

FY16 Suggested Priorities	Amount
Construction of park including trails, fencing, park benches	$300,000
TOTAL	**$300,000**



Hammond Park Facility Upgrades

FY16 Suggested Priorities	Amount
Gym Facility, Admin Facility, Outdoor Restrooms, Tennis Courts	$660,000
TOTAL	**$660,000**

Councilman McDonald asked if the upgrades will include new tennis courts.

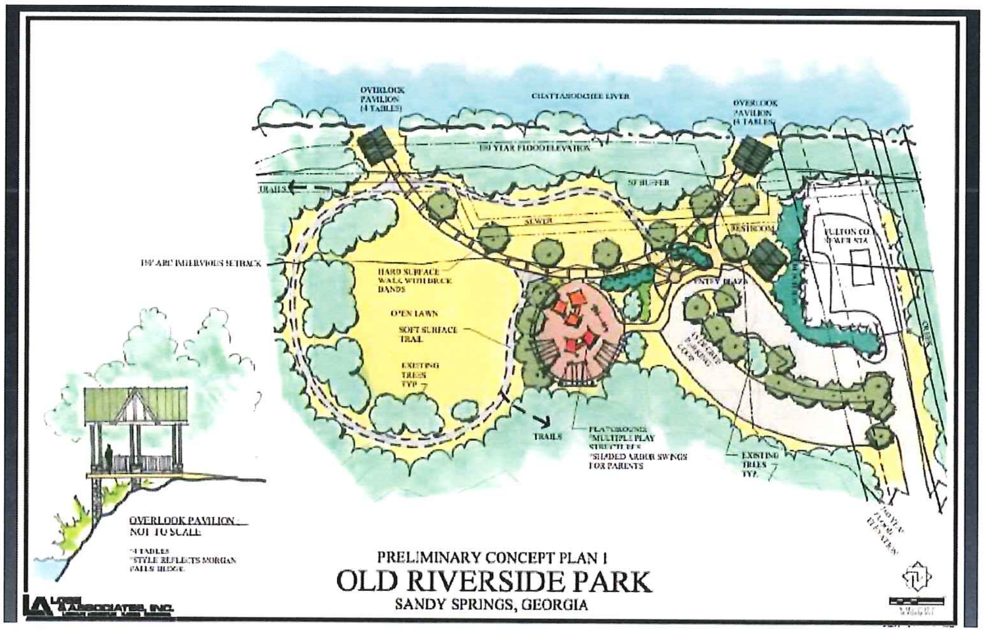
Director of Recreation and Parks Young stated the work on the tennis courts will be a retaining wall.

Johnson Ferry/Riverside Property

FY16 Suggested Priorities	Amount
Greenspace Reforestation Plan	$100,000
TOTAL	**$100,000**

Old Riverside Drive Park

FY16 Suggested Priorities		Amount
Funding towards Design & Construction		$1,500,000
	TOTAL	$1,500,000



Councilman Bauman asked how many years the Old Riverside Park project will take to complete.

City Manager McDonough stated probably thirty-six months.

Councilman Bauman asked if some of the money for this project can be phased.

City Manager McDonough stated that can be done if Council chooses.

Councilman Paulson stated the funds can be divided up by the design cost and the other construction cost.

Councilman Bauman stated he would like to see more investments in sidewalks. He asked if staff can bring back options to Council that allow the phasing of this project.

Review of Potential FY16 Citywide Capital Projects

	FY16 Citywide Capital Projects (Consolidated Rankings)	
	1. Rank Categories	
	2. Estimated Allocation within Each Category	
Priority		Proposed
	Intersection Improvement Program (T-7000)	300,000
	Traffic Management Center (TMC T-9500) and City SCOOT	350,000
	Interchange Justification Report for new I-285 Interchange	450,000
	Windsor Meadows Park	300,000
	Hammond Park Facility Upgrades	660,000
	Johnson Ferry/Riverside Property - Greenspace Reforestation	100,000
	Old Riverside Drive Park Construction	1,500,000
	Additional Sidewalk Program Funding	500,000
	TOTAL	$ 4,160,000

City Manager McDonough stated only the design portion can be budgeted, which will be about $100,000 to $125,000. About $200,000 has already been budgeted for this project. An amount of $1.5 million can be moved from the Old Riverside Drive Park project. There is currently $300,000 that has not been used for sidewalks. The $1.5 million for the Old Riverside Drive Park project will likely not be spent in the next fiscal year. The City has design money currently for that project and will proceed with the design. There will then be the placeholder funds of $1.5 million. Staff will come back in FY17 to have the $1.5 million automatically as an assumption to complete the project.

Councilman McDonald asked if the funds are reduced to $1.5 million for Riverside Park, can the City still make meaningful progress in the next twelve months.

City Manager McDonough stated this project can be phased appropriately.

There was a consensus of Council to add a Capital Sidewalks category with proposed funding of $500,000, change the Old Riverside Drive funds to $1.5 million and the total cost for all projects to $4.1 million.

Capital Investments

- **Since incorporation, $220,165,218 has been invested in capital improvements**

FY	CIP Fund	Stormwater Fund	Total
2006	$0	$0	$0
2007	6,180,936	0	6,180,936
2008	15,540,483	450,000	15,990,483
2009	29,590,824	1,800,000	31,390,824
2010	23,647,716	500,000	24,147,716
2011	14,900,001	1,800,000	16,700,001
2012	12,320,198	2,500,000	14,820,198
2013	23,570,000	2,500,000	26,070,000
2014	24,336,631	1,600,000	25,936,631
2015	29,428,429	1,750,000	31,178,429
2016	25,200,000	2,550,000	27,750,000
	$204,715,218	**$15,450,000**	**$220,165,218**

There being no further discussion, the meeting adjourned at 7:01 p.m.

Date Approved: May 19, 2015.

Russell K. Paul, Mayor

Michael D. Casey, City Clerk