



Citizens
Operating

BUDGET

Fiscal Year 2016
City of Suwanee GEORGIA



A Citizen's Guide to the Operating Budget

Producing an annual operating budget for the City of Suwanee is a challenging process. It requires input from many people, consolidation of information from numerous sources, and tough decisions. The result is a thorough document that reflects the City's vision and identifies priorities for the upcoming year. It is filled with useful information for those who helped produce the budget and work with it on a regular basis. For everyone else, at 400 pages and full of accounting terminology, it can be an overwhelming document to try to use. The purpose of the Citizen's Guide to the Operating Budget is to present citizens interested in their local government with an easy-to-read summary of Suwanee's operating budget. It explains where the City's money comes from and how it is spent.

An operating budget is a yearly plan for the City. It illustrates how much money is anticipated (revenues) and how that money will be spent (expenditures). It represents the City Manager's and City Council's commitment to meet the citizens' needs within the boundaries of available revenue funds. The budget is not just an accounting tool. City officials use the budget to determine which objectives have the highest priority and will produce a positive impact in the community.

The budget is broken down by departments and, once adopted, the various City departments are able to plan day-to-day spending and make decisions within the boundaries of the annual operating budget. Because the budget is based on anticipated revenue, the City is able to track revenue over the course of the year and modify spending if revenues are different than expected.

With the collaboration of the Mayor, City Council and staff, an annual budget is developed and adopted every year. Elected officials stay in touch with community needs in order to provide appropriate and responsive government services while implementing the City's vision, anchor points and goals. The budget year runs from July 1 to June 30 of the following year. The City is required by law to produce a balanced budget; by definition revenues must equal expenditures. Throughout the year the budget is monitored and adjusted to ensure the City's resources are in line with its spending. The City of Suwanee is proud to present to our citizens the Citizen's Guide to the Operating Budget.



FY 2015 Highlights

Recap of FY 2015 adopted General Fund Budget

- Maintained the same millage rate as FY 2014 of 4.93 mills.
- 1.7% decrease in revenues compared to FY 2014. (majority of this decrease was due to a reduction in projected fines and forfeiture revenues).
- Property tax revenues were anticipated to decrease by less than 1%.
- 5.3% increase in operating expenditures as compared to FY 2014.
- 87 full-time and 24 part-time employees.
- Pay for performance increases, approximately \$197,000.
- Benefit change: 10.5% group health insurance renewal increase, \$73,500.
- Funding for two master plans:
 1. Downtown Suwanee Master Plan, \$95,000.
 2. Public Arts Master Plan, \$50,000.
- Capital Transfers, \$156,710.

FY 2015 Adopted Budget **\$ 11,179,880**

Budget adjustments:

Position changes	24,660
Workers compensation claims	25,000
Tax Allocation District (TAD) transfer	25,400
Capital Transfer - Electric charging station	28,430
4th Quarter capital transfers	1,505,960

Current FY 2015 Budget **\$ 12,789,330**



Adopted City Manager's FY 2016 General Fund Budget

Financial Status:

- Current millage is 4.93 mills.
- Current fund balance is \$8,341,045.
- Current bond rating is AA+ Fitch and AAA Standards & Poor.

Adopted FY 2016 Budget Highlights

- 10.2% increase in revenues as compared to FY 2015.
- Maintain the same millage rate as FY 2015 of 4.93 mills.
- Property tax revenues are anticipated to increase by 7.3%.
- 11.1% increase in operating expenditures as compared to FY 2015.

General Information

- 93 full-time and 18 part-time employees.
- Position requests:
 1. One new administrative assistant (floater) position, \$63,490.
 2. Pool of bailiffs to help with Municipal Court Security, \$48,440.
 3. Upgrade one part time custodian position to full time, increase the hours of two part time custodian positions, and eliminate one part time custodian position, \$28,710.
 4. Upgrade one communication officer to communication supervisor, new crime analyst position, and upgrade one part time administrative assistant from part time to full time, \$112,320. (cost includes salary, benefits and equipment)
- Continued funding two master plans
 1. Downtown Suwanee Master Plan, \$15,000.
 2. Public Arts Master Plan, \$30,000.
- Pay for performance increases, approximately \$221,000.
- Benefit change: 11% group health insurance renewal increase, \$143,210.

Capital Funding

- Public Works two mowers, \$17,200.
- Public Works chipper, \$38,700.
- Public Works one vehicle (replacement), \$32,750.
- Inspections one vehicle (replacement), \$35,000.
- Dispatch consoles upgrades, \$350,000.
- Police five vehicles (replacement), \$199,030.
- Police equipment (laptops, radios, and in car video systems), \$90,440.

Capital Transfers

- Capital transfers \$152,000.

Total Adopted FY 2016 Budget	\$	12,452,790
Current FY 2015 Budget	\$	12,789,330
Difference	\$	(336,540)
Percent of Change		-2.6%





Summary of General Fund Revenues

Description	Actual			FY 2015 Current Budget**	FY 2016 Adopted Budget	FY 2016 Change	
	FY 2012	FY 2013	FY 2014*			Amount	%
Property Taxes	\$ 5,583,972	\$ 5,120,259	\$ 3,540,902	\$ 3,678,810	\$ 3,949,230	\$ 270,420	7.3%
Franchise Taxes	1,897,907	1,755,375	1,724,565	1,764,000	1,844,640	80,640	4.6%
Alcoholic Beverage Taxes	881,679	865,862	835,071	865,900	830,900	(35,000)	-4.0%
Business Taxes	1,648,831	1,693,350	1,757,237	1,848,160	1,923,160	75,000	4.0%
Other Taxes & Penalties	17,024	55,025	8,163	39,700	16,200	(23,500)	-59.2%
Licenses & Permits	613,838	648,686	588,695	627,150	732,620	105,470	16.8%
Intergovernmental Revenues	21,351	997,894	808,671	807,190	1,157,190	350,000	43.4%
Charges for Services	106,324	106,532	110,438	110,500	105,580	(4,920)	-4.4%
Fines & Forfeitures	1,109,122	916,625	1,494,216	1,287,830	1,617,770	329,940	25.6%
Investment Income	48,403	23,020	32,432	45,000	33,500	(11,500)	-25.5%
Contributions & Donations	-	3,936	50	5,000	5,000	-	0.0%
Miscellaneous Revenues	41,429	36,822	35,819	15,000	10,000	(5,000)	-33.3%
Total Revenues	11,969,880	12,223,386	10,936,259	11,094,240	12,225,790	1,131,550	10.2%
Other Financing Sources							
Sale of Capital Items	2,455	5,612	8,282	2,500	5,000	2,500	100.0%
Transfer In	179,881	189,941	226,026	186,630	222,000	35,370	18.9%
Budgeted Fund Balance	-	-	-	1,505,960	-	(1,505,960)	n/a
Total Other Financing Sources	182,336	195,553	234,308	1,695,090	227,000	(1,468,090)	n/a
Total Revenues and Other Financing Sources	\$ 12,152,216	\$ 12,418,939	\$ 11,170,567	\$ 12,789,330	\$ 12,452,790	\$ (336,540)	-2.6%

*FY 2014 Property taxes decrease is due to a change in accounting for receipting property taxes and not due to declining revenues or property values.

**FY 2015 Current Budget column includes 4th quarter capital transfers, \$1,505,960.



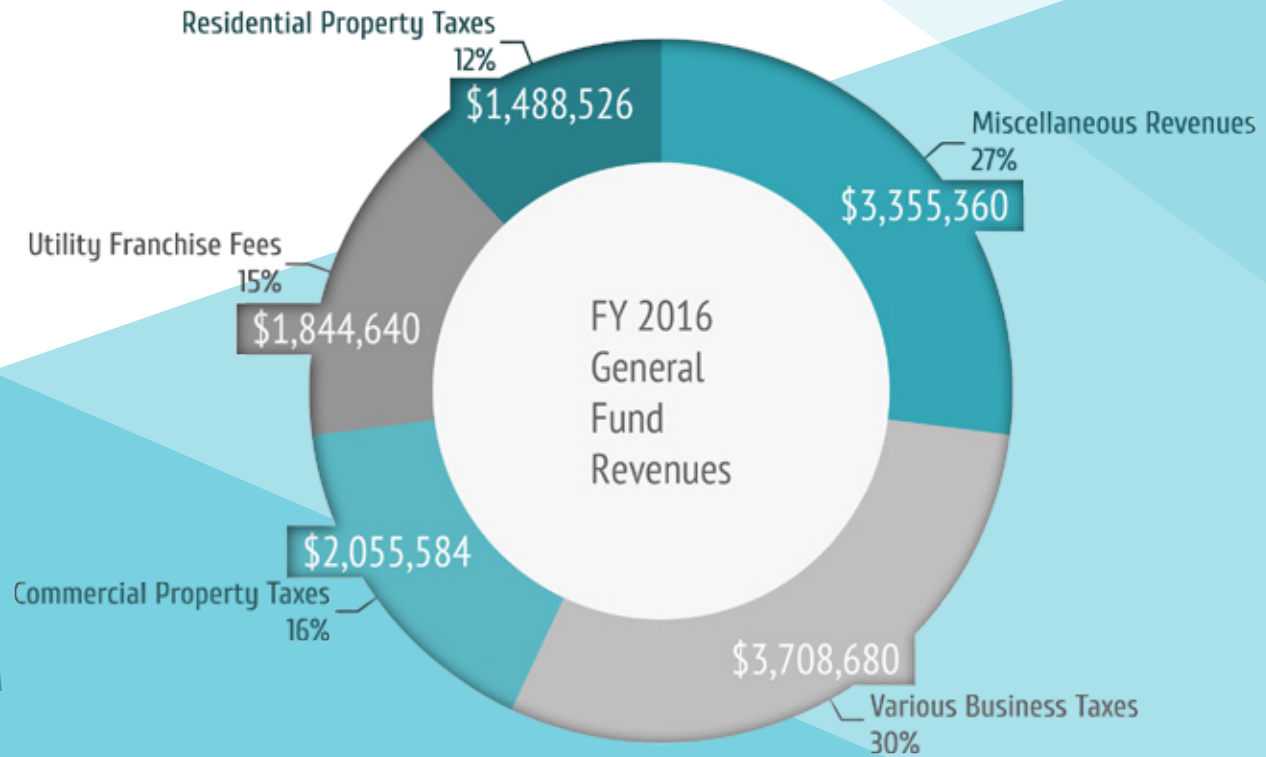
FY 2016 General Fund Revenues

Various Business Taxes include:

- * alcoholic beverage
- * business
- * hotel/motel
- * licenses and permit taxes

Miscellaneous Revenues include:

- * motor vehicle
- * other taxes penalties
- * charges for service
- * fines and forfeitures
- * investment income
- * contributions
- * intergovernmental
- * miscellaneous revenues



Property Taxes

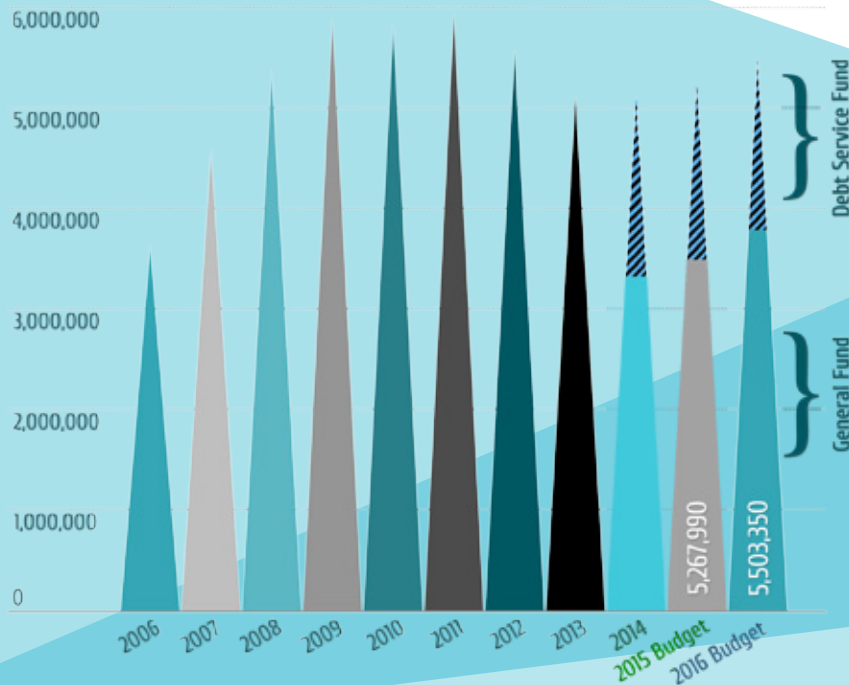
Property taxes include taxes on real and personal property, motor vehicle, mobile homes, and intangible taxes. This category represents 32% of the total FY 2016 budgeted general fund revenues. These taxes are projected based on estimated growth of the state approved tax digest at millage rates adopted by Council. Current economic conditions have shown property values increasing. Values have been increasing due to rising property values (re-assessments) and growth due to new construction.

To determine the value due to re-assessments, fiscal year 2015 projected total collections was used as the base and then a 5% increase was applied on real property and 2.5% increase was applied to personal property.

To determine the value added due to new construction growth, calendar year 2014 building permit activity was reviewed. Based upon this review, \$60,500 of assessed value was added to the current digest. In total, approximately 6% increase in property taxes from projected current year collections has been predicted for fiscal year 2016.

Change in accounting practice: During fiscal year 2014, Suwanee implemented a new accounting system. The new accounting system appropriately receipts property tax collections based on operating and debt service millage rates into the general fund and the debt service fund respectfully. Based on this change in technology, fiscal year 2014 budget was amended to remove the debt service millage rate receipts and transfer to the debt service fund. Comparisons to fiscal year 2006 - 2013 include both operating and debt service millage rates. The reduction noted in fiscal years 2014, 2015 and 2016 is due to the technology change and not a decline in property tax values.

Real estate transfer tax revenues were projected using a rolling three-year average of change applied to the fiscal year 2015 collections. Motor vehicle used the lowest monthly collection value to predict a twelve month value. The new title tax, included in selective use taxes but combined with property taxes for budgeting, uses fiscal year 2015 monthly average to project FY 2016 revenues. Motor vehicle taxes will continue to decline as new vehicles are purchased and the selective use tax is applied.



Projected FY 2015 Property Tax Revenues **\$3,665,086**
 Original FY 2015 Budget **\$3,678,810**.
 Current FY 2015 Budget **\$3,678,810**.
 FY 2016 budget is a **7.3%** increase from FY 2015.



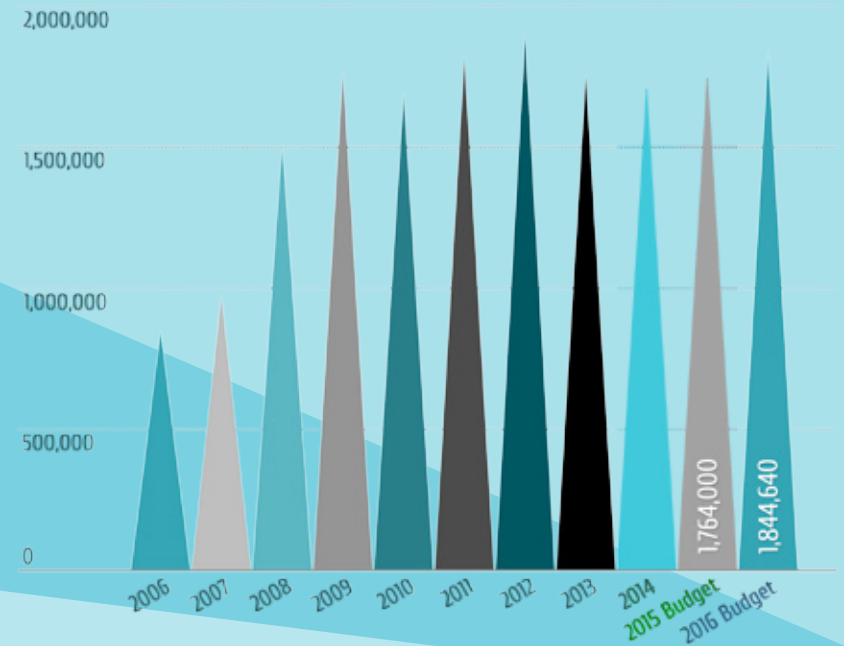
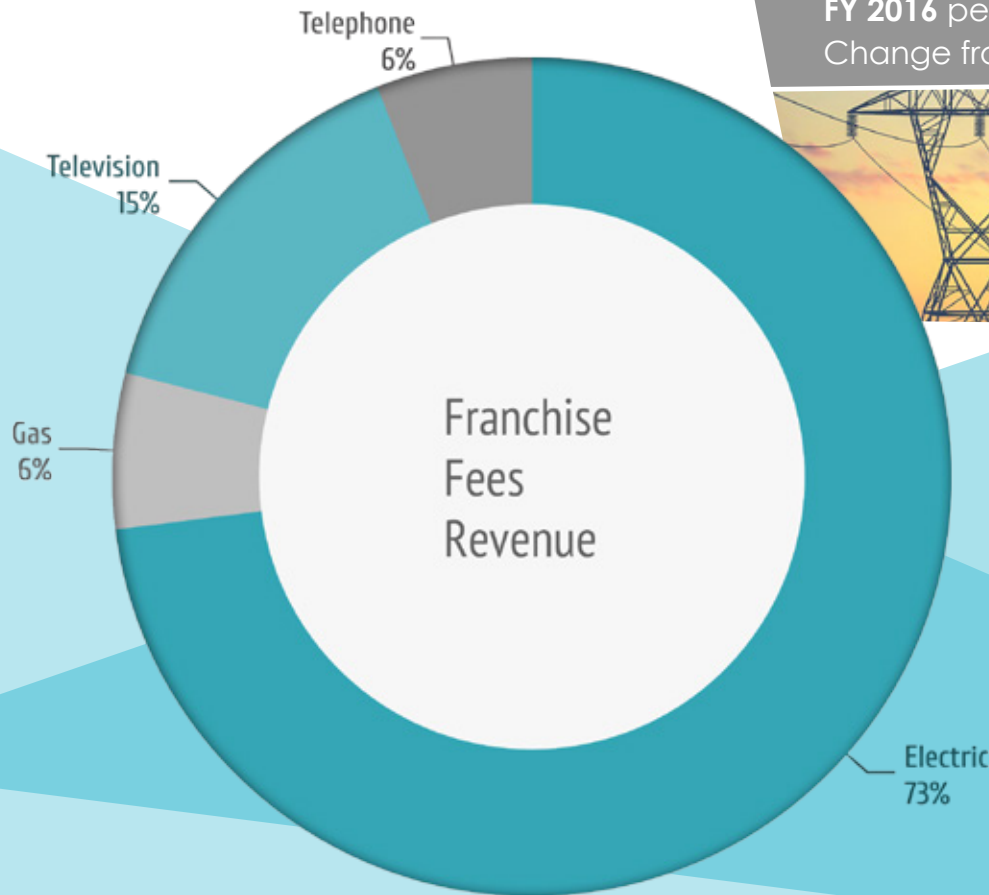
Utility Franchise Fees

Franchise taxes are the fees charged to utility companies for use of City streets and rights-of-way to conduct their private business of delivering natural gas, telephone, cable television, water, and other fiber optics cable services. This category represents 15% of the total FY 2016 general fund revenues. Revenue projections are typically based on historical trends in conjunction with current economic indicators and past climate conditions. A cold winter and a hot

summer will produce additional power usage and cause the fees to increase. These fees are deposited in the general fund and are used along with other sources to support City operations.

The various utilities conducting business in the City are Atlanta Gas Light, Georgia Power, Jackson EMC, AT&T Communications, Birch Telecom, Charter Communications, and Time Warner.

Projected FY 2015 Franchise Fees **\$1,840,016**
 Original FY 2015 Budget **\$1,764,000**. Current Budget **\$1,764,000**.
 FY 2016 percentage of change from FY 2015 budget is a 4.6% increase.
 Change from 2015 projected is **\$4,624** increase.

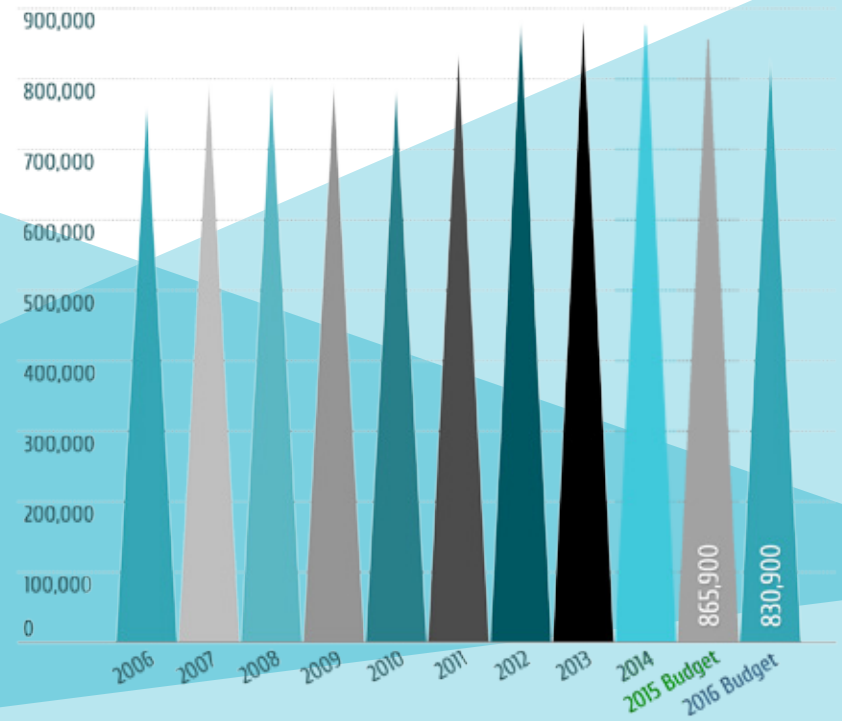


Alcoholic Beverage Taxes

Alcoholic beverage taxes are levied on the sale, distribution, or consumption of selected goods and services. Included in this category are taxes imposed on the distribution of distilled spirits, malt beverages, and wine. Taxes are also imposed on the sale of distilled spirits by the drink. This category represents 7% of the total

FY 2016 general fund revenues. Revenue projections are based on historical trends in conjunction with current economic indicators. Current economic trends have noted a stabilization of these revenue sources. Based on current trends, these revenues were projected to increase by 1% from 2015 projected actuals.

Projected FY 2015 Alcoholic Beverage Taxes **\$826,140**
Original FY 2015 Budget **\$865,900**. Current Budget **\$865,900**.
FY 2016 percentage of change from FY 2015 budget is a **4%** decrease.

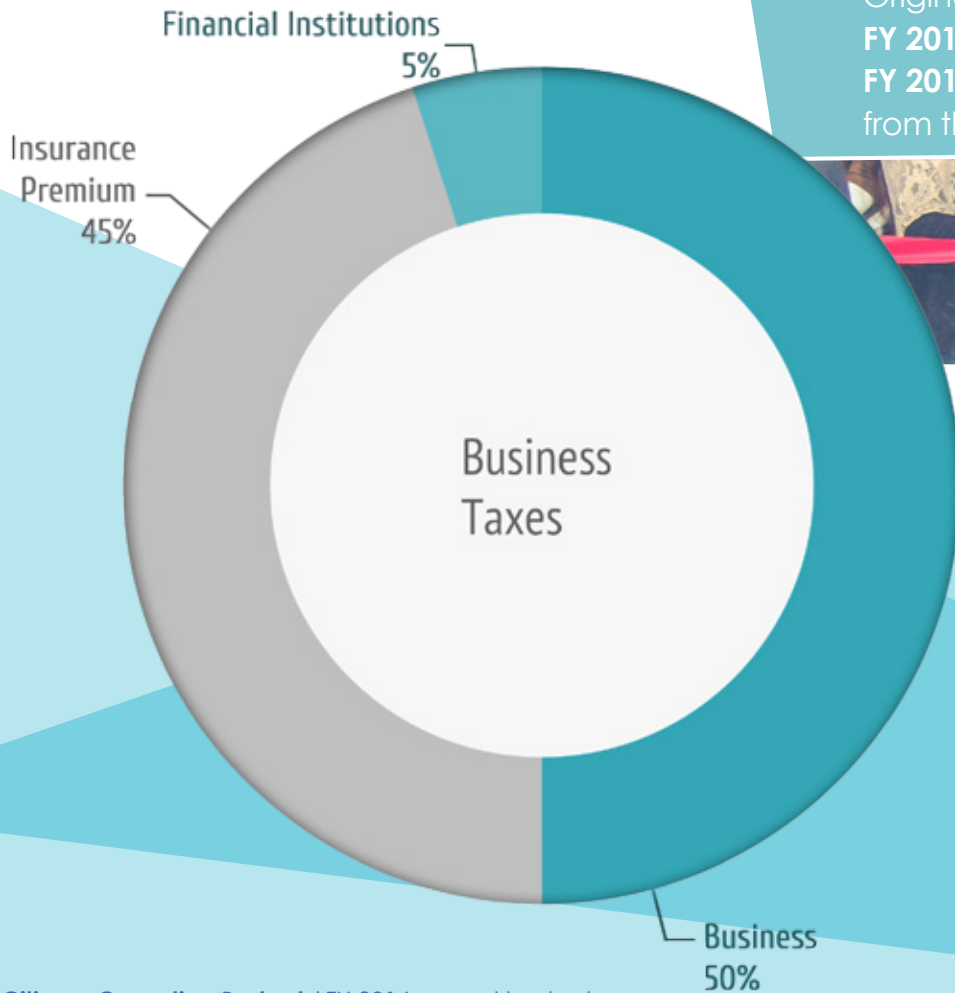


Business Taxes

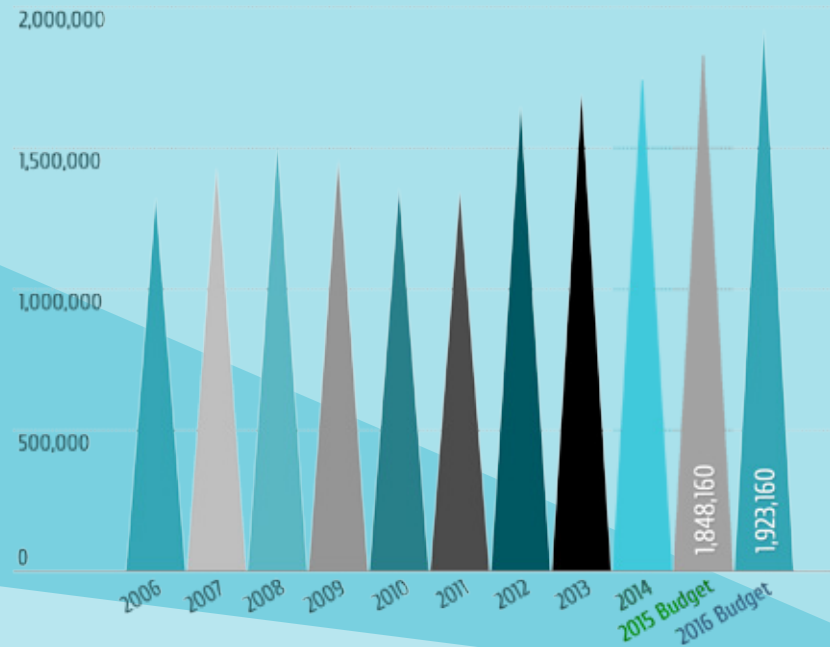
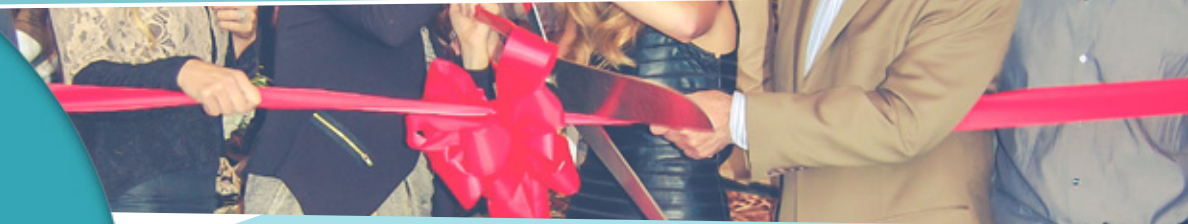
This category includes revenues realized from business and financial institutions' occupational licenses and excise taxes on insurance premiums written by insurance companies conducting business within the City. This category represents 15% of the total FY 2016 general fund revenues. Projections are based on historical trend analysis, economic indicators, and anticipated economic growth.

Current estimates for business and financial institutions' occupational licenses assume a 5% growth based on projected FY 2015 collections.

Excise taxes on insurance premiums written by insurance companies conducting business within the City are allocated from the state to local governments based on current census data. Official Census data is updated every ten years. This tax will grow at a modest rate until the next official census.



Projected FY 2015 Business Taxes Revenue **\$1,836,283**
 Original FY 2015 Budget **\$1,832,500**. Current Budget **\$1,848,160**.
 FY 2016 percentage of change from FY 2015 budget is a **4.0%** increase.
 FY 2012 revenues include a one-time anticipated increase from the state insurance premium tax as a result of the **2010** census.

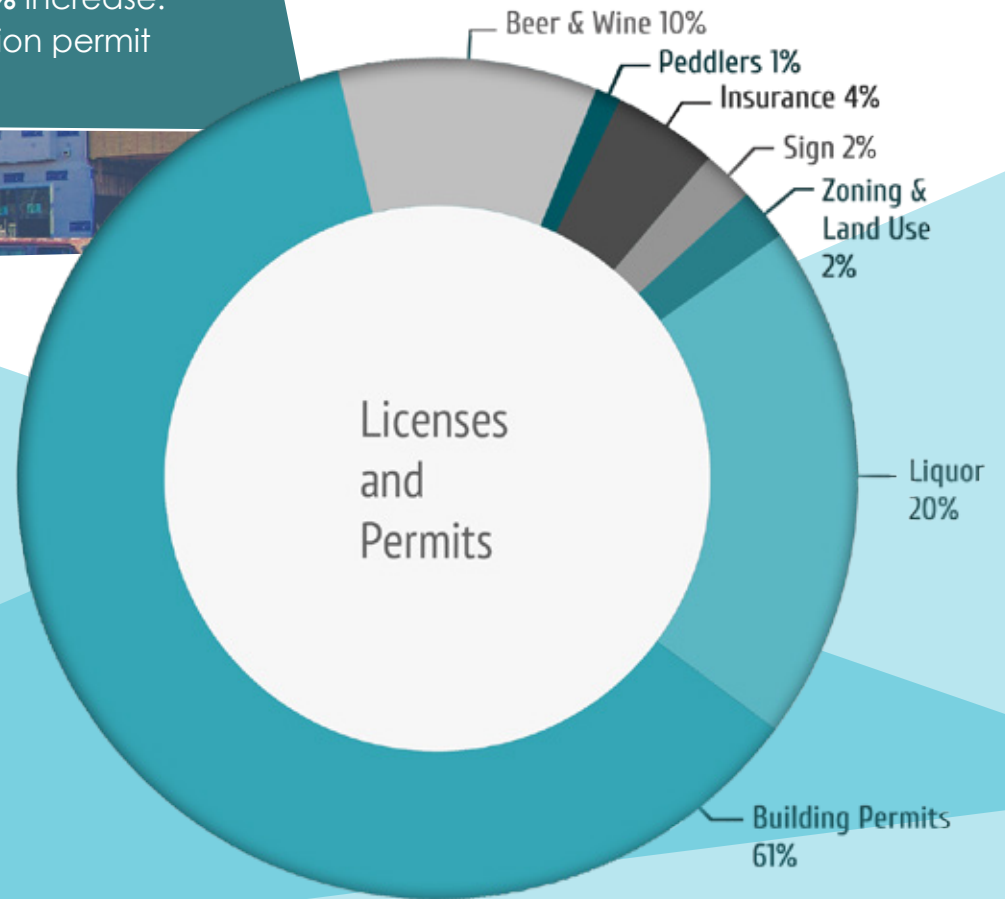
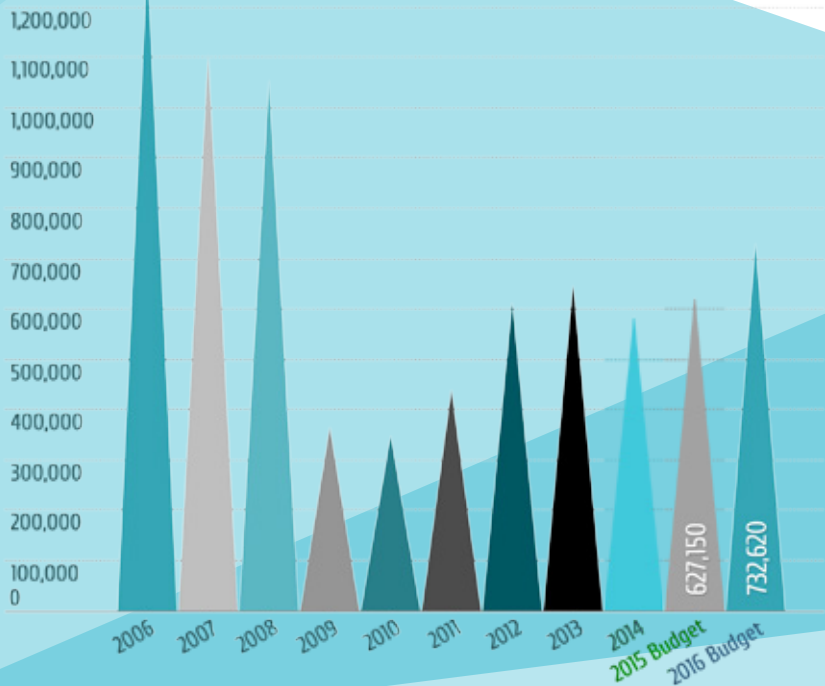


Licenses and Permits

Licenses and permit fees include revenues realized from alcoholic privilege licenses, peddler license fees, fees for issuance of licenses to insurance companies that sell policies within the City, fees received from applications for zoning amendments, site plan reviews, special use and variance, and fees for sign permits.

Regulatory fees charged for building permits and inspections also are included in this section. The revenue projections in this category are based on historical growth trends. Some of the larger changes in prior years are due to a new business receiving two alcohol licenses during one fiscal year and the building expansion that occurred in fiscal years 2005 through 2008. In fiscal year 2011, the City changed its alcohol ordinance to allow for pro-rated licenses. There have been no other changes to the rate structure. This category represents 6% of the total FY 2016 general fund revenues.

Projected **FY 2015** Licenses and Permits Revenues **\$723,309**.
 Original **FY 2015** Budget **\$627,150**. Current **FY 2015** Budget **\$627,150**.
FY 2016 percentage of change from **FY 2015** budget is a **16.8%** increase.
 This increase is due to a proposed data center interior expansion permit expected to be pulled during FY 2016.



Intergovernmental

This category includes the annual negotiated settlement from Gwinnett County regarding service delivery. These payments are annual payments and will continue until fiscal year 2019, when the next service delivery strategy will be negotiated. Currently the projected amount of \$1,157,190 includes a one time reimbursement of \$350,000 for dispatch equipment.

This category represents 9% of the total FY 2016 general fund revenues.



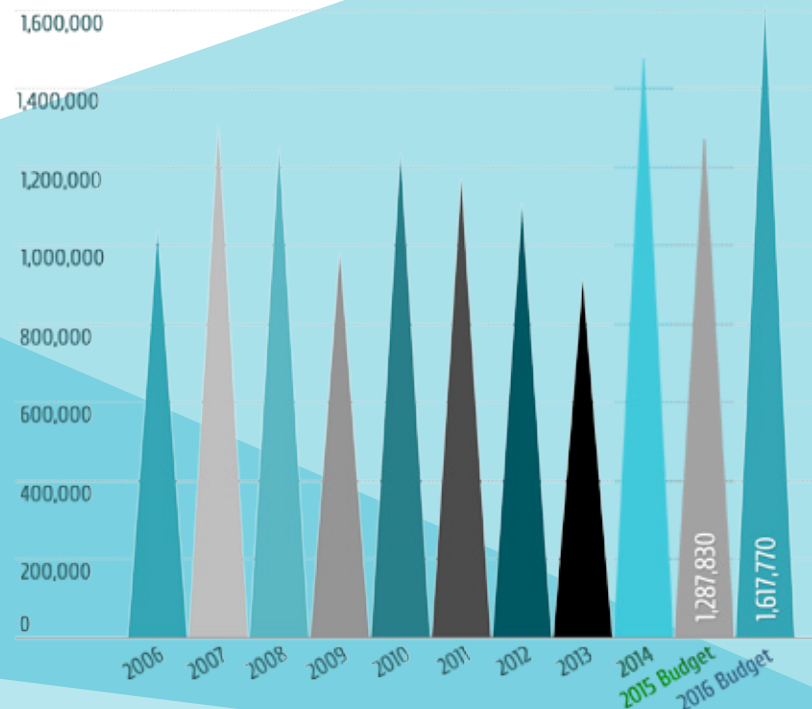
Fines and Forfeitures

Revenues in this category consist of fines and charges imposed by the City's Municipal Court. This category represents 13% of the total FY 2016 general fund revenues. Council sets some of the charges while others are mandated by the State and adopted by Council. Projections are based on rates set by the City Council and historical trends.

Fiscal year 2016 projections used a rolling two year average of receipts received from fiscal year 2014 and 2015.

In fiscal year 2007, the City added a new red light camera program. The increase in fines in fiscal year 2007 and 2008 was due to this program. In fiscal year 2009, the City stopped this program, resulting in a decrease of fine revenues. The rate structure was changed in fiscal year 2010 to include a technology fee to cover police software cost. Calendar year 2012 state sanctions were in place regarding the use of radar for traffic control resulting in a decline in revenues.

Projected **FY 2015** Fines and Forfeitures **\$1,897,903**
 Original **FY 2015** Budget **\$1,200,000**.
 Current **FY 2015** Budget **\$1,287,830**.
FY 2016 percentage of change from **FY 2015** budget is a **25.6%** increase.



General Fund Expenditures by Department

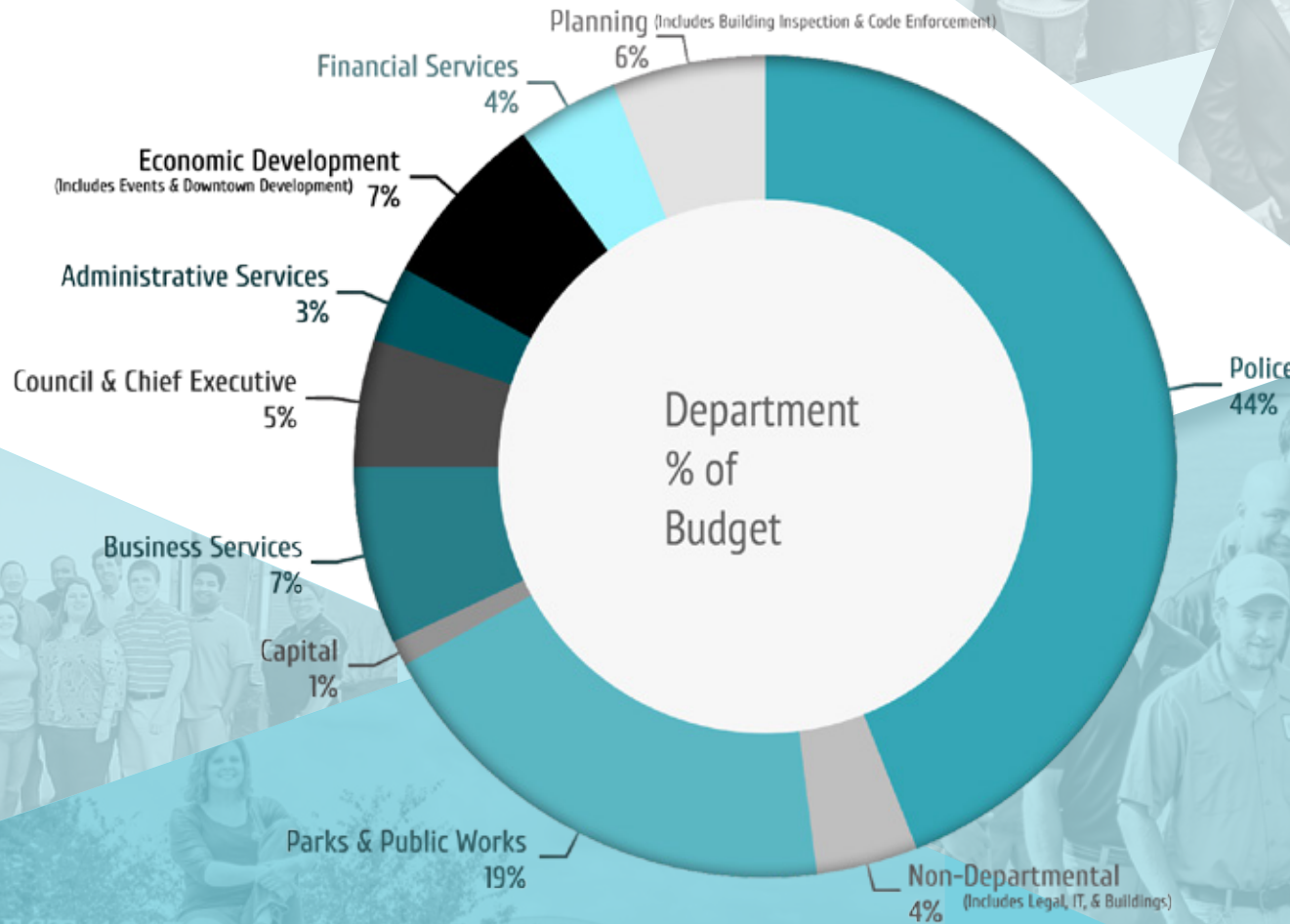
Description	Actual			FY 2015 Budget		FY 2016 Adopted Budget	FY 2016 Change	
	FY 2012	FY 2013	FY 2014	Original	Current		Amount	%
Council & Chief Executive	\$ 622,226	\$ 532,963	\$ 519,071	\$ 560,020	\$ 560,020	\$ 588,490	28,470	5.1%
Administrative Services	521,913	537,126	557,053	272,680	272,680	379,490	106,810	39.2%
Business Services*	-	-	-	768,820	786,320	834,190	47,870	6.0%
Economic Development	579,880	573,052	634,754	797,850	818,880	885,700	66,820	8.2%
Financial Services	668,430	691,744	667,182	506,990	506,990	506,640	(350)	-0.1%
Parks & Public Works	1,763,898	1,822,524	1,911,097	2,137,130	2,162,130	2,319,910	157,780	7.3%
Planning	570,699	553,515	597,242	779,550	786,560	802,280	15,720	2.0%
Police	3,882,167	3,987,611	4,161,512	4,657,100	4,657,100	5,435,440	778,340	16.7%
Non-Departmental	535,150	489,886	476,449	543,030	522,150	548,650	26,500	5.0%
Total Operating	9,144,363	9,188,421	9,524,360	11,023,170	11,072,830	12,300,790	1,227,960	11.1%
Bond Payments**	1,601,900	1,592,110	-	-	-	-	-	n/a
Capital***	1,158,734	875,471	1,894,790	156,710	1,716,500	152,000	(1,564,500)	n/a
Transfers	2,760,634	2,467,581	1,894,790	156,710	1,716,500	152,000	(1,564,500)	n/a
Total Expenditures & Transfers	\$ 11,904,997	\$ 11,656,002	\$ 11,419,150	\$ 11,179,880	\$ 12,789,330	\$ 12,452,790	\$ (336,540)	-2.6%

***Business Services** was a new department created in 2014. Team members from Council & Chief Executive, Administrative Services, and Financial Services were transferred to create this new department.

** **Change in accounting practice:** During fiscal year 2014, Suwanee implemented a new accounting system. The new accounting system receipts property tax collections based on operating and debt service millage rates into the general fund and the debt service fund. Based on this change in technology, fiscal year 2014 budget was amended to remove the debt service millage rate receipts and transfer to the debt service fund.

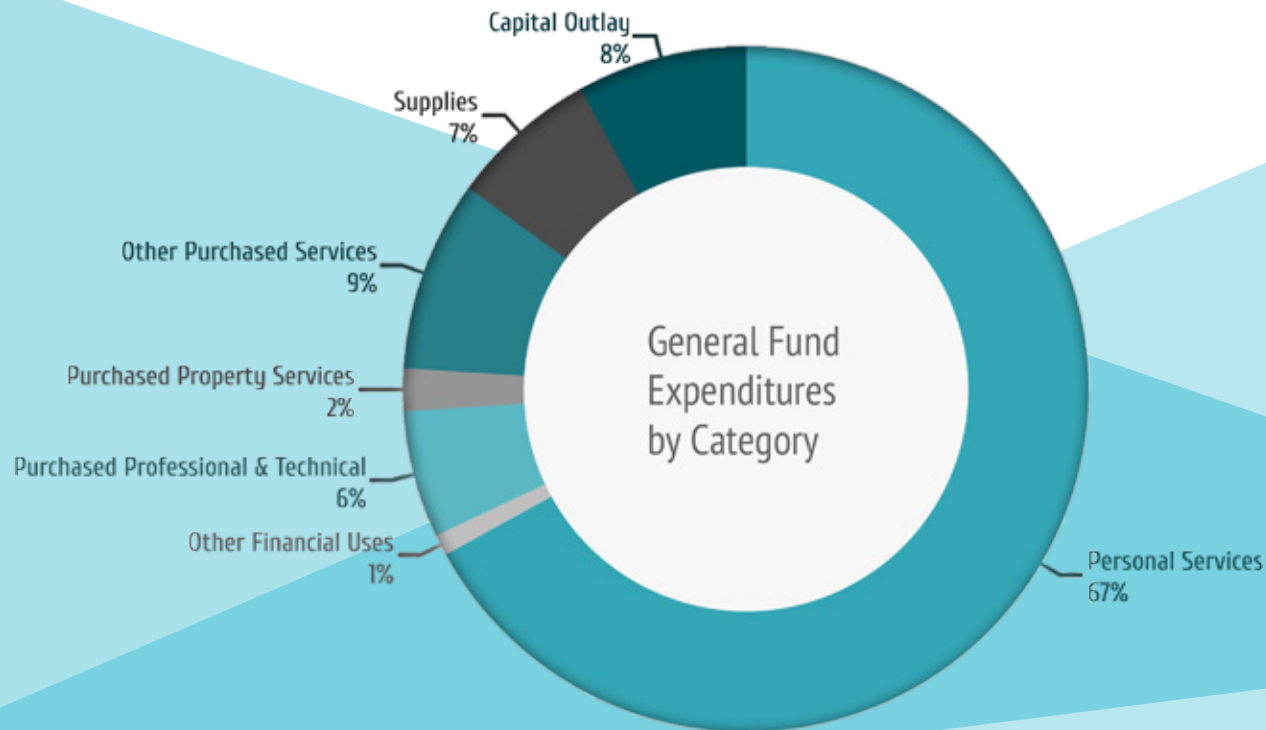
*****The difference in FY 2015 Current Budget** and the FY 2016 Adpoted Budget is due to fourth quarter FY 2015 capital improvement prefunding of \$1,505,960. Prefunding Suwanee's capital improvement program is part of Suwanee's pay-as-you go financing for capital projects.

Department % of Budget



General Fund Expenditures by Category

Description	Actual			FY 2015 Budget		FY 2016 Adopted Budget	FY 2016 Change	
	FY 2012	FY 2013	FY 2014	Original	Current		Amount	%
Personal Services	\$ 6,339,538	\$ 6,523,057	\$ 6,747,990	\$ 7,639,460	\$ 7,684,100	\$ 8,261,020	\$ 576,920	7.5%
Purchased Professional & Technical	396,216	428,505	395,912	728,980	728,350	730,070	1,720	.2%
Purchased Property Services	207,804	213,190	196,045	237,740	244,990	243,630	(1,360)	-.6%
Other Purchased Services	894,511	872,432	944,733	1,124,020	1,114,920	1,125,760	10,840	1.0%
Supplies	793,392	801,548	821,464	951,850	956,600	942,760	(13,840)	-1.4%
Capital Outlay	512,902	349,689	418,216	341,120	343,870	997,550	653,680	190.1%
Other Financing Uses	2,760,634	2,467,581	1,894,790	156,710	1,716,500	152,000	(1,564,500)	n/a
Total	\$ 11,904,997	\$ 11,656,002	\$ 11,419,150	\$ 11,179,880	\$ 12,789,330	\$ 12,452,790	\$ (336,540)	-2.6%



FY 2016 General Expenditures Summary

During the budget forecast process, all department directors submit their performance and expenditure requests for the next fiscal year. Based on this information, the budget development team reviewed all departmental operations and budget

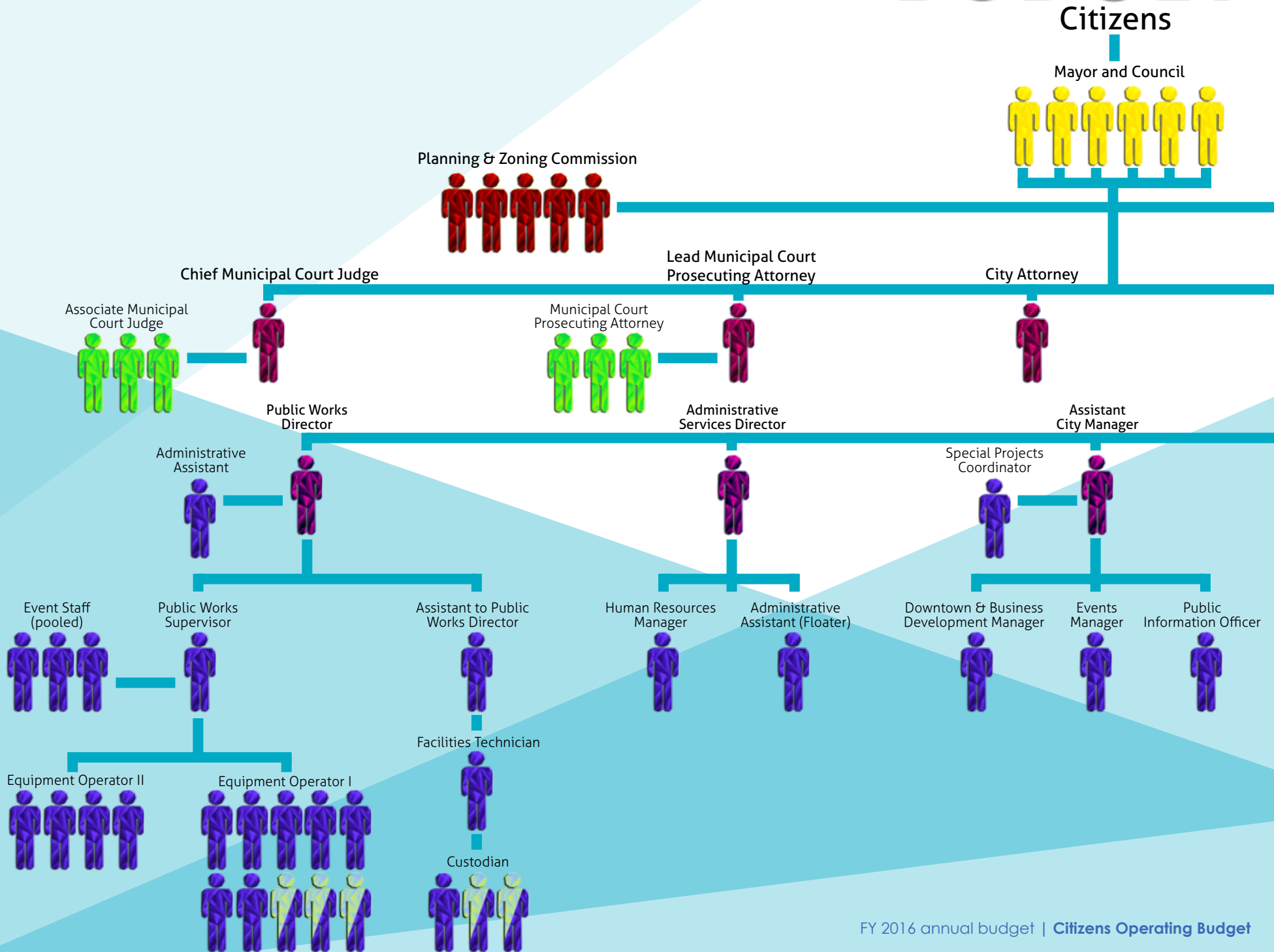
requests in order to propose a recommended City Manager budget to City Council.

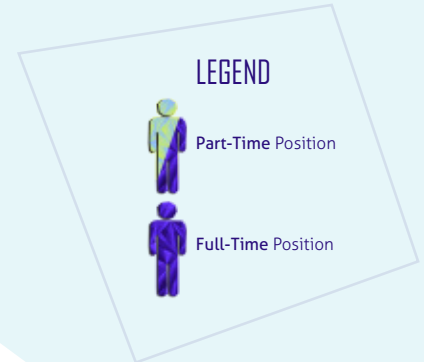
The following is a summary of larger dollar items (over \$10,000) for FY 2016 that were included in the City Manager's adopted budget.

Function	Description	Amount	Function	Description	Amount
All	Salaries	\$ 5,573,620	3270	Dispatch software fees	\$ 107,420
All	Overtime	68,250	3270	CodeRed	11,800
All	FICA	350,840	3270	Consoles upgrades	350,000
All	Medicare	82,280	4100	Repairs (Public Works)	62,500
All	Retirement	436,150	4100	Electricity outdoor lighting (street lights)	228,100
All	Group health	1,329,079	4100	Inmate work crew (rights-of-way maintenance)	40,300
All	Wellness program	14,700	4100	Park water usage	38,200
All	Other employee benefits	73,660	4100	Mowers	17,200
All	Workers compensation	264,040	4100	Public Works vehicle (replacement)	32,750
All	Gasoline fuel usage	174,290	4100	Chipper	38,700
All	Property/casualty insurance	247,600	4221	Street sweeping (contracted)	18,500
1110	GWMA City contribution	30,000	4221	Landscape management rights-of-way (contracted)	102,400
1320	Facilities Evaluation	25,000	4250	MS4 permit requirements	43,680
1500	Pension actuarial and benefit attorney	50,000	6190	Events	148,500
1511	Annual audit	40,700	6220	Park landscape management & tree removal	103,660
1530	Annual attorney fees	40,000	6220	Park repairs	44,600
1535	Information technology consulting	125,950	6220	Park site improvements	26,300
1535	Software annual license fees	38,850	7200	Inspections vehicle (replacement)	35,000
1535	New IT programs	22,000	7400	Professional services (planning)	50,000
1565	City Hall operating costs	171,450	7400	Downtown Master Plan	15,000
1570	Newsletter production & printing	56,000	7400	Arbor Day	30,710
2650	Court operating cost	13,500	7510	Public Arts Master Plan	30,000
3223	Fleet repairs (Police)	52,040	7510	Partnership Gwinnett	20,000
3223	5 Police vehicles (replacement)	199,030	7520	Downtown Suwanee funding	148,300
3223	Police equipment	90,440	9100	Capital projects transfer	152,000
3224	Police annual software fees	23,000			
3260	Police station operating costs	72,500			
3261	Police sub-station operating costs	38,900			
				Total Big Ticket Items \$	11,599,489
				Total Budget \$	12,452,790
				% Summarized	93%

ORGANIZATIONAL CHART

Citizens Operating BUDGET





Planning & Zoning Appeals Board



City Manager

Auditor

Office Administrator



Budget Analyst



Planning Director

Business Services Director

Police Chief

Financial Services Director

Administrative Secretary



Administrative Secretary



Bailiffs (pooled)



Bailiffs (pooled)



Communications Specialist



Communications Specialist



Planning Division Director



Building Official



Administrative Secretary



Court Services Administrator



Business Services Manager



Police Department Personnel *



Accounting Analyst



Financial Planning & Reporting Manager



Special Projects Coordinator



Senior Planner



Building Inspector



Deputy Court Clerk



Business Services Specialist



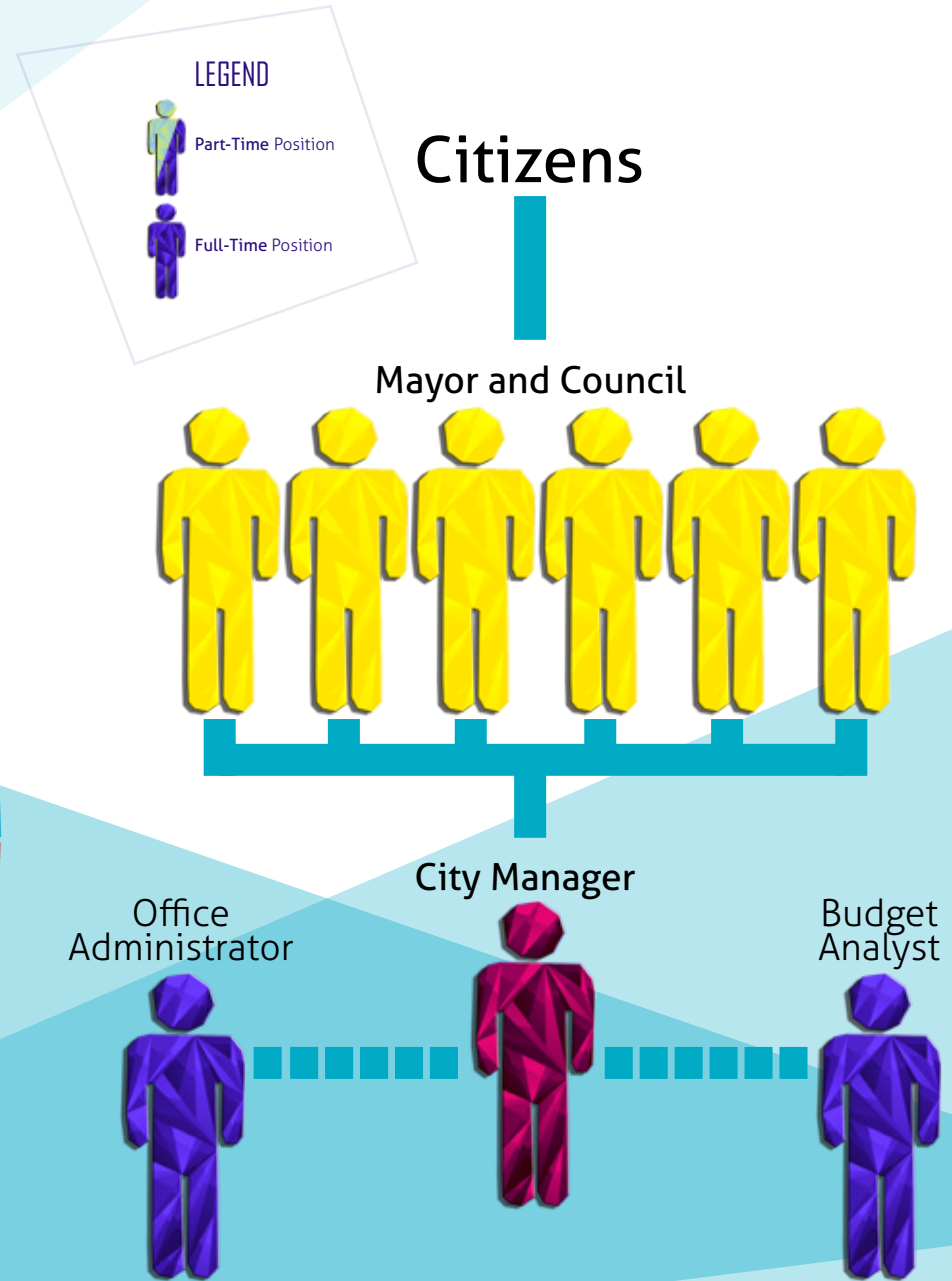
Development Coordinator

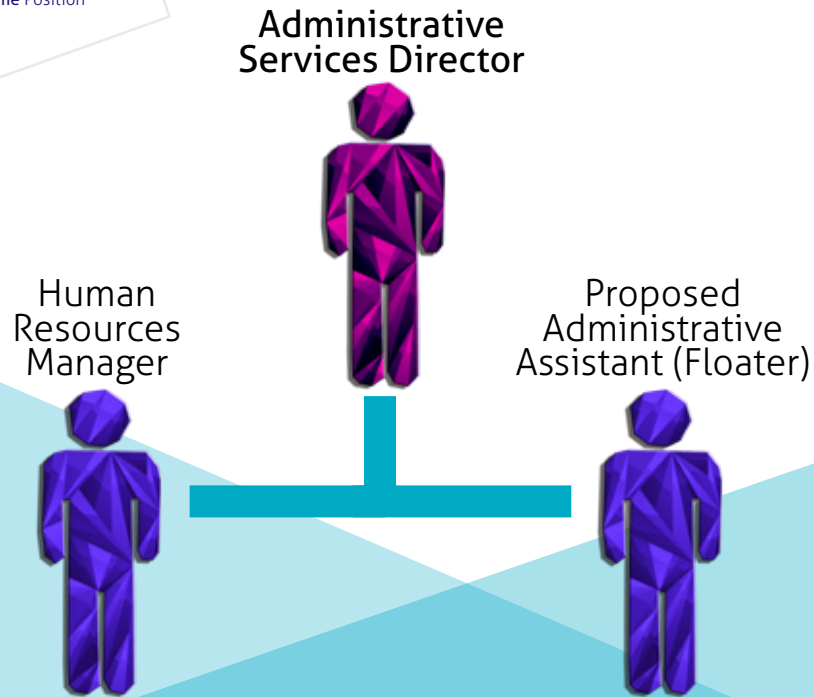
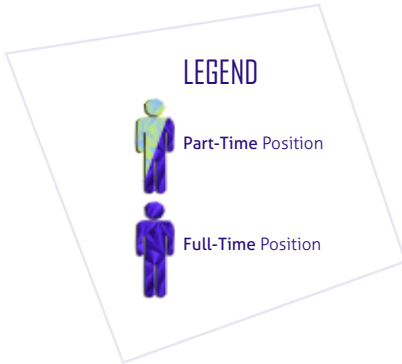


* See Police Department Organization chart for detailed information

Council and Chief Executive

Functions	Includes the operations of the Governing Body and Chief Executive.
Positions	3 full-time and 6 City Council members.
Role	This office is responsible for carrying out the City Council's policy decisions, for vision and leadership to the organization, and for overseeing the day-to-day operations. It also includes special projects and management of the capital project program.
Notable FY 2016 Budget Items	Gwinnett Municipal Association dues \$30,000. Funding for 16 weeks summer intern \$10,340, \$25,000 for a facilities evaluation and \$10,000 for branding of the Suwanee logo.
Current FY 2015 Budget	\$560,020
Adopted FY 2016 Budget	\$588,490
Change from PY Budget	\$28,470
Reason for Change	4% salary adjustments, 11% group health insurance increase and \$25,000 for a facilities evaluation.

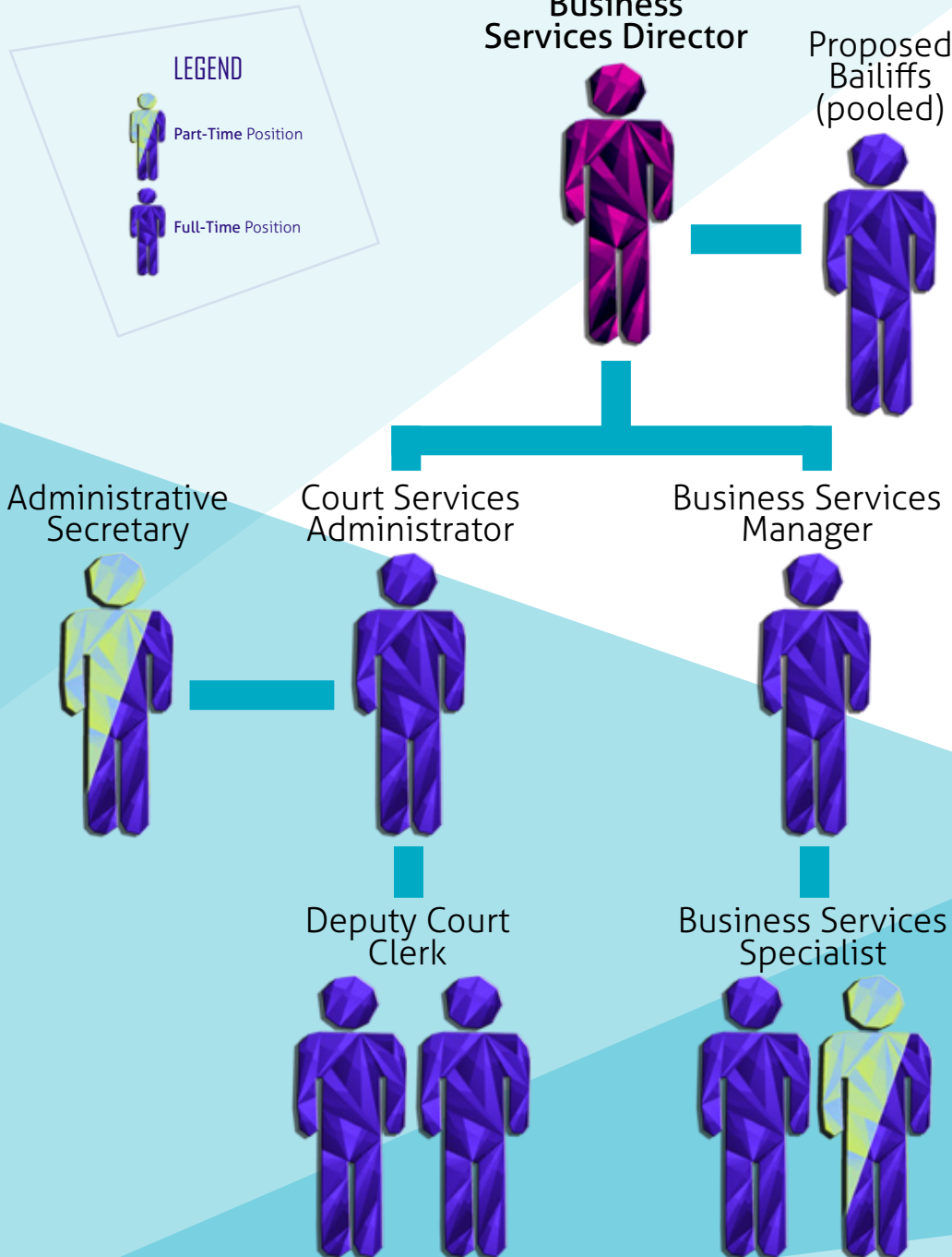




Administrative Services

Functions	Includes the operations of Administrative Services
Positions	3 full-time
Role	This department is responsible for City Clerk and Human Resources operations.
Notable FY 2016 Budget Items	\$63,490 for a new floater Administrative Assistant position. \$50,000 funding for Actuarial and Pension Attorney services used for the retirement plans, Police promotion process, classification and compensation study and Municode expenditures which include publication of the Code of Ordinances. \$25,750 for the fall elections. \$21,000 for drug screens, background checks, language line, and employee service awards.
Current FY 2015 Budget	\$272,680
Adopted FY 2016 Budget	\$379,490
Change from PY Budget	\$106,810
Reason for Change	The majority of the change, \$63,490, is for a new Administrative Assistant floater. This new position would support all departments. \$20,000 for a classification and compensation study and \$25,750 for the fall elections.





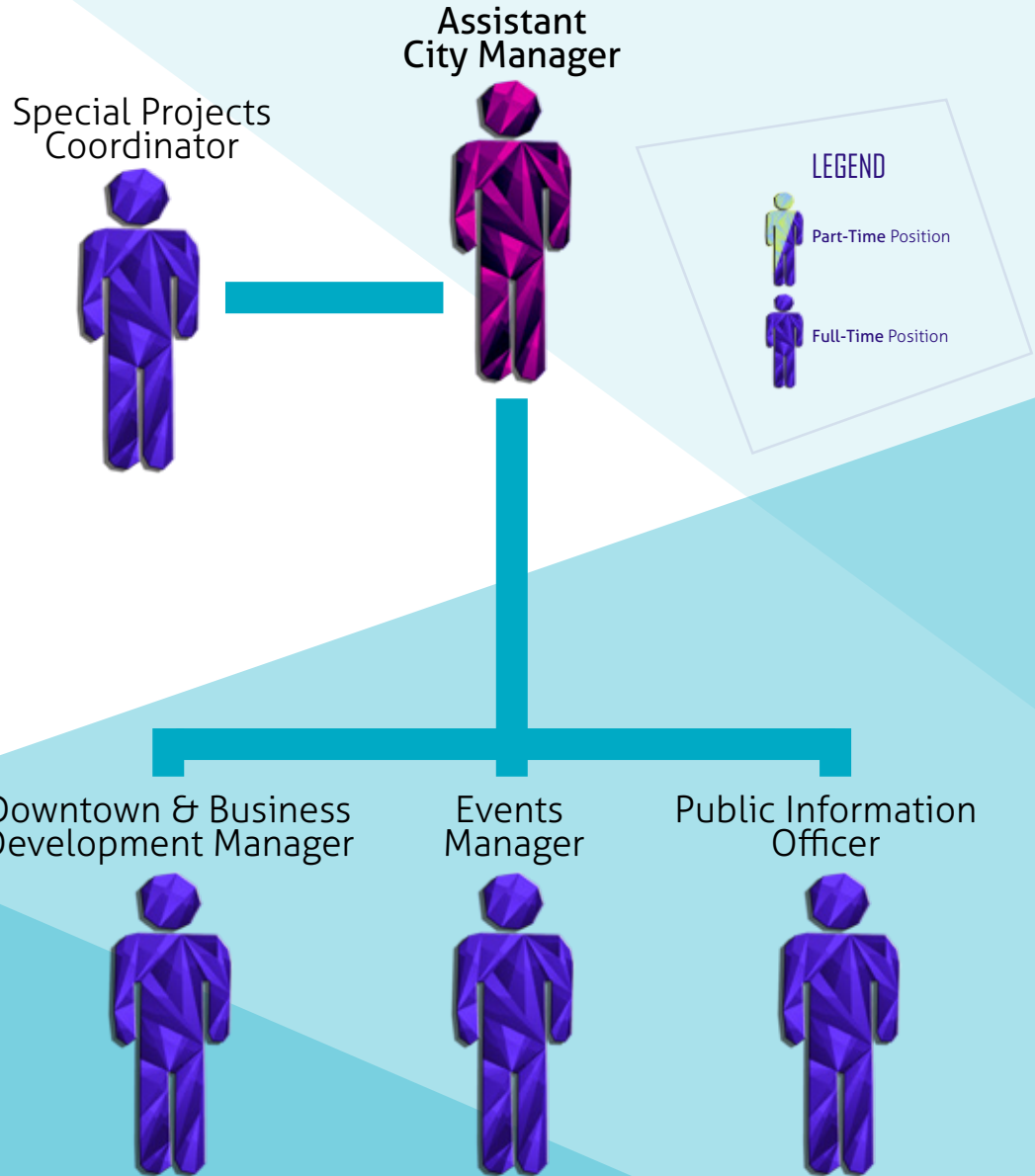
Business Services

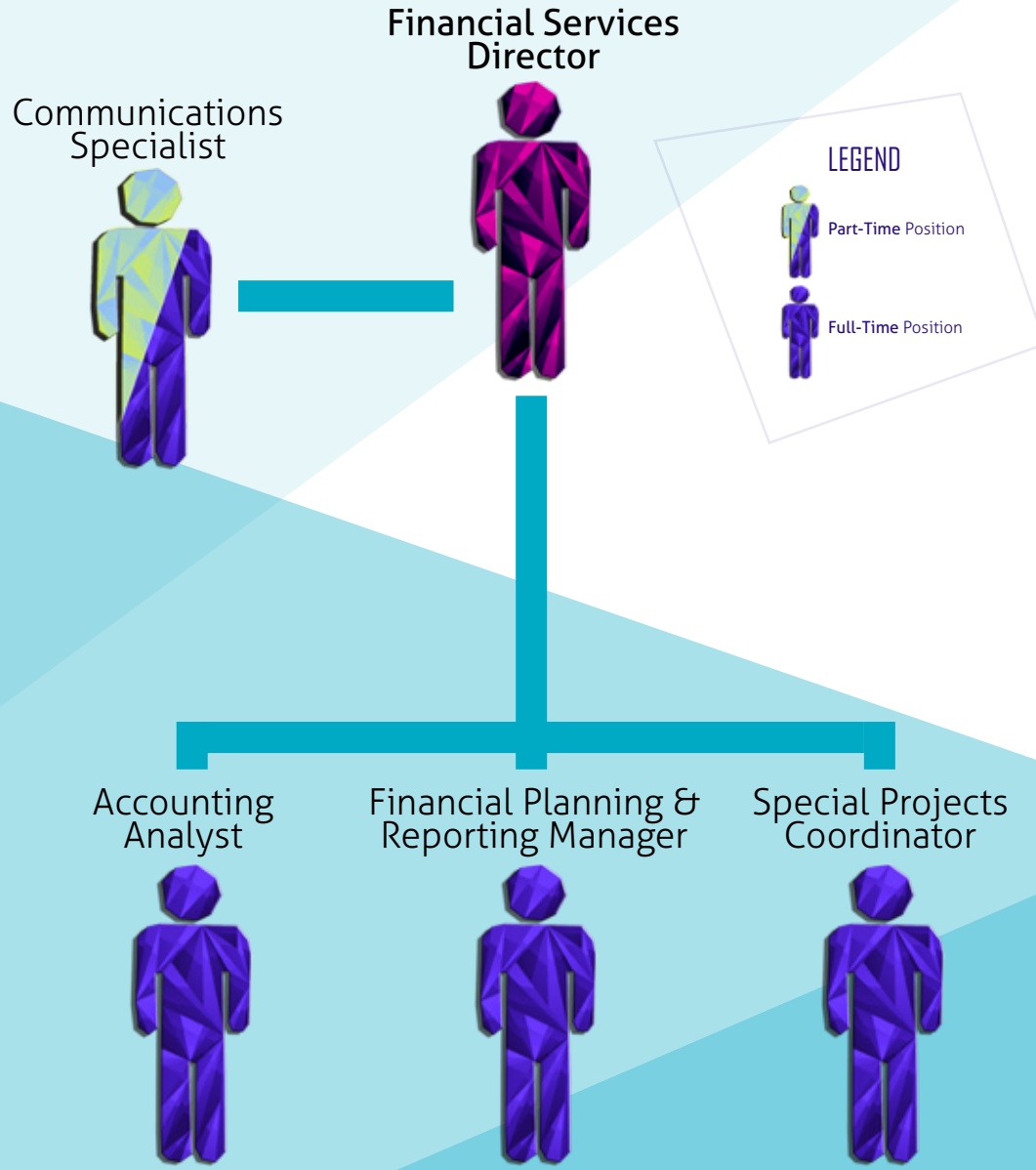
Functions	Includes the operations of Business Services Administration and Municipal Court.
Positions	6 full-time, 2 part-time, 4 Judges, and 5 Prosecuting Attorneys. New pool of Bailiffs to help with court security.
Role	This department is responsible for Customer Service and Municipal Court operations.
Notable FY 2016 Budget Items	The FY 2016 budget adds a pooled Bailiffs position (\$48,440) to help with court security.
Current FY 2015 Budget	786,320
Adopted FY 2016 Budget	\$834,190
Change from PY Budget	\$47,870
Reason for Change	4% salary adjustments, 11% group health insurance increase and \$48,440 for a new pool of Bailiffs.



Economic Development

Functions	Includes the operations of Public Information, Special Facilities & Activities, Economic Development, and Downtown Suwanee.
Positions	5 full-time
Role	Provides information for citizens and business owners, promotes Suwanee's image, manages the farmers market and events, and provides support to the Public Arts Commission and the Downtown Development Authority.
Notable FY 2016 Budget Items	Funding for 16 weeks summer intern, \$10,340. Public Art Master plan, \$30,000. \$50,000 funding for downtown building lease.
Current FY 2015 Budget	\$818,880
Adopted FY 2016 Budget	\$885,700
Change from PY Budget	\$66,820
Reason for Change	4% salary adjustments, 11% group health insurance increase, and \$50,000 for a downtown building lease.





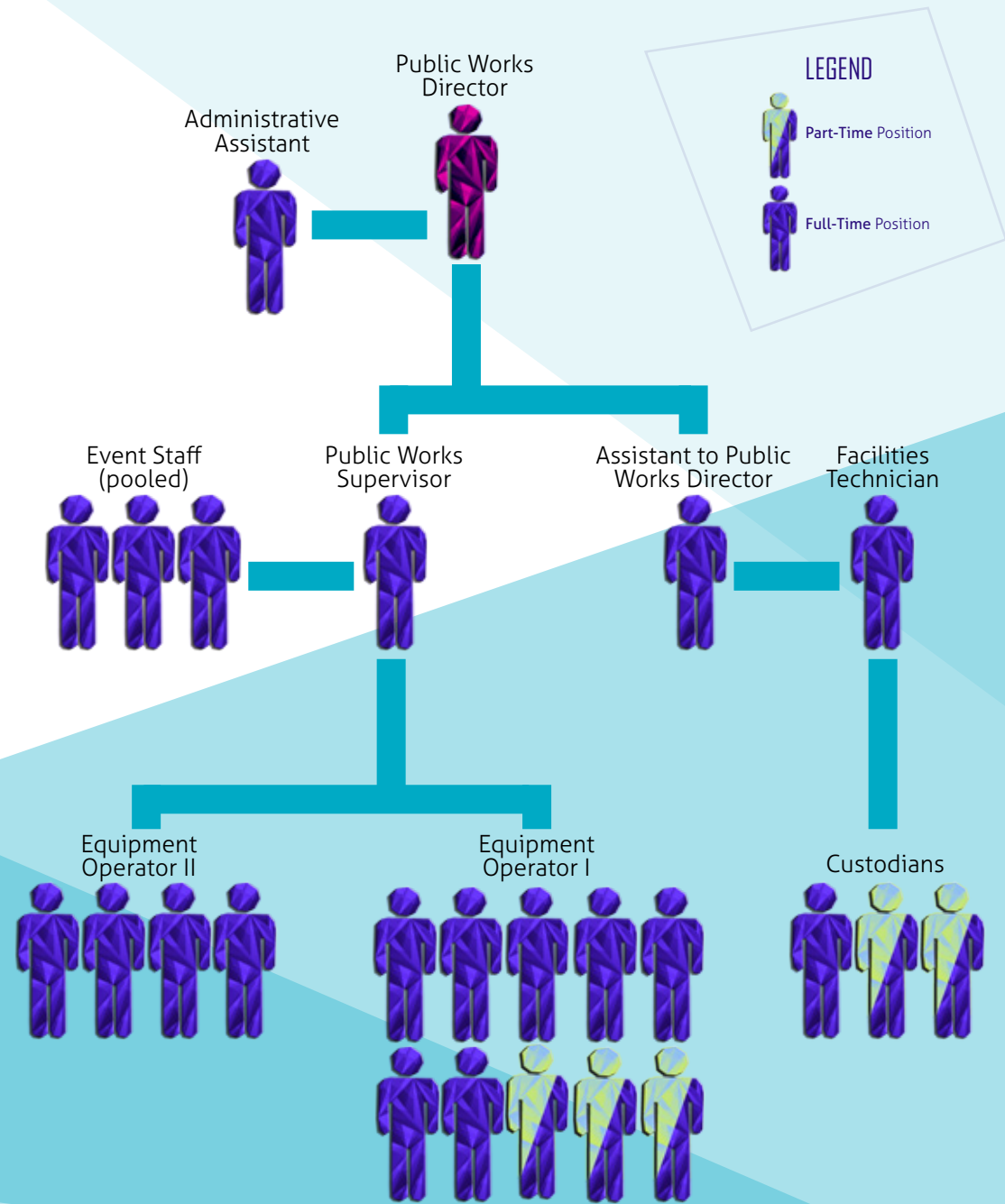
Financial Services

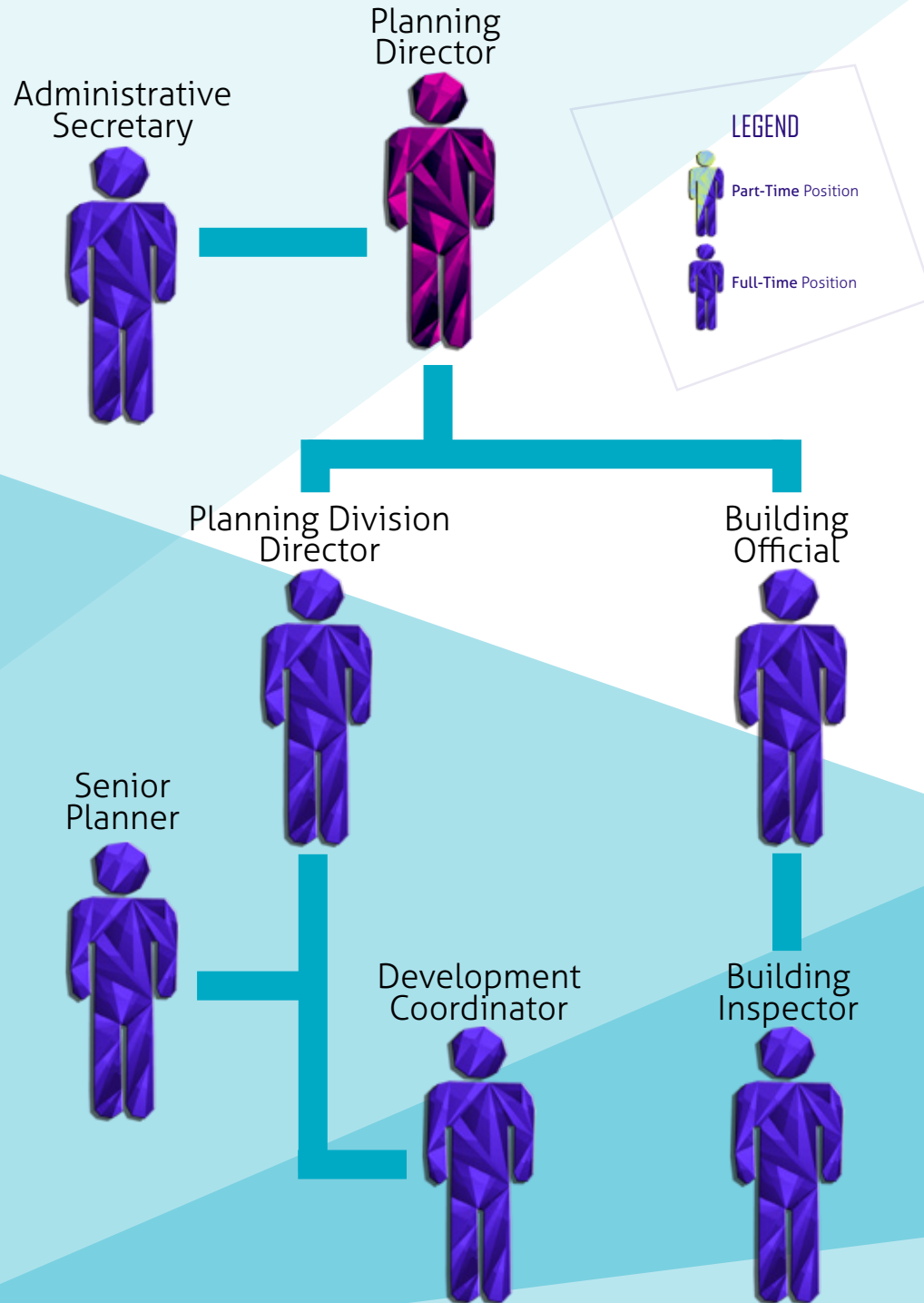
Functions	Includes the operations of Financial Administration and Accounting.
Positions	4 full-time and 1 part-time
Role	Provides the accounting and financial reporting for all City operations, accounts payable, payroll, issuance of debt, fixed assets, and risk management.
Notable FY 2016 Budget Items	Includes funding \$40,000 for the annual audit.
Current FY 2015 Budget	\$506,990
Adopted FY 2016 Budget	\$506,640
Change from PY Budget	(\$350)
Reason for Change	4% salary adjustments, 11% group health insurance increase and a reduction of \$11,700 for the National Citizen Survey, which is conducted every two years.



Parks & Public Works

Functions	Includes the operations of Public Works Administration, Paved Streets, Storm Drainage, and Park Areas.
Positions	17 full-time, 5 part-time, and a pool of event staff workers.
Role	Maintenance and repair of City-owned facilities, grounds, and infrastructure, including the City's water system.
Notable FY 2016 Budget Items	A position change from one part time custodian to a full time, eliminating one part time custodian position and increasing the hours of the two part time custodians (\$28,700). Mower replacements (\$17,200), replacement of one public works truck (\$32,750), and purchasing a new chipper (\$38,700).
Current FY 2015 Budget	\$2,162,130
Adopted FY 2016 Budget	\$2,319,910
Change from PY Budget	\$157,780
Reason for Change	4% salary adjustments, 11% group health insurance increase and \$28,700 in position upgrades. \$88,650 in new equipment.





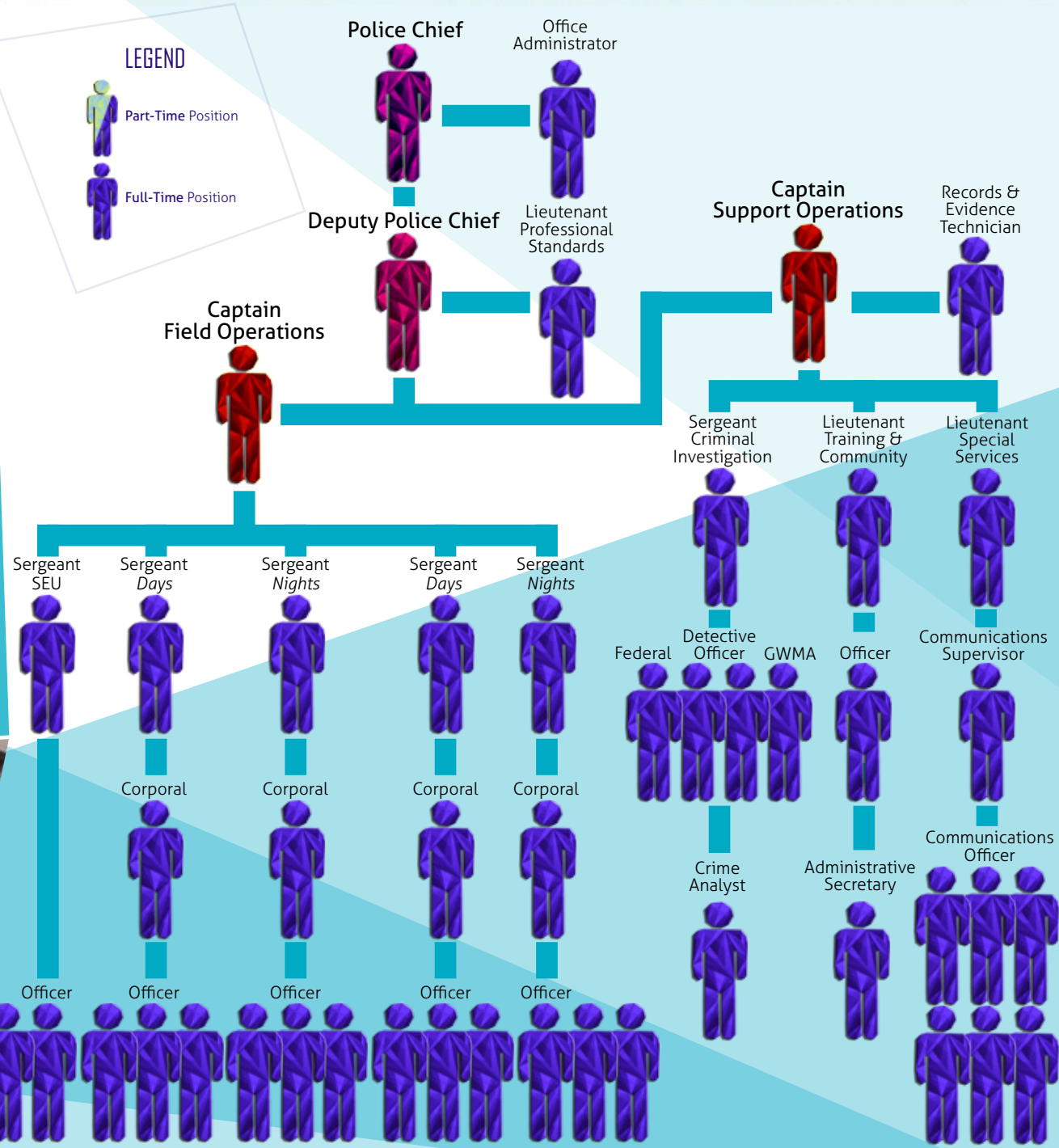
Planning

Functions	Includes the operations of Protective Inspection Administration, Planning & Zoning, and Code Enforcement.
Positions	7 full-time
Role	Manages the current and long-range planning activities and provides guidance to citizens, developers, and property owners regarding zoning, development, code enforcement, and building inspections.
Notable FY 2016 Budget Items	Includes funding for updating the Downtown Suwanee Master Plan, \$15,000, \$50,000 for development plan reviews and \$35,000 for a replacement vehicle.
Current FY 2015 Budget	\$786,560
Adopted FY 2016 Budget	\$802,280
Change from PY Budget	\$15,720
Reason for Change	4% salary adjustments, 11% group health insurance increase and a reduction for the second year of the Downtown Suwanee Master plan and new vehicle request.



Police

Functions	Includes the operations of Police Administration, Criminal Investigation, Patrol, Records & Identification, Police Training, Special Detail Services, Police Station, Police Sub-Station, Dispatcher, and Public Relations.
Positions	37 sworn officers and 11 non-sworn personnel.
Role	Provides safety and security services, responds to calls for service, investigates and solves cases referred, manages the Police and Citizens Together (PACT) program, and the Citizen's Police Academy.
Notable FY 2016 Budget Items	Replacement of five fleet vehicles \$199,030, police equipment \$90,440, dispatch software \$107,420 and console upgrades for dispatch \$350,000. 2 position upgrades and one new Criminal Analyst position.
Current FY 2015 Budget	\$4,657,100
Adopted FY 2016 Budget	\$5,435,440
Change from PY Budget	\$778,340
Reason for Change	4% salary adjustments and 11% group health insurance increase. Funding for five replacement police vehicles \$199,030, new police equipment \$90,440, and dispatch console upgrades \$350,000.



Law

Role	To provide timely and effective advice and professional representation to City's officials. The City Attorney has the responsibility of responding to requests for advice and answering lawsuits in a manner as to eliminate or minimize legal difficulties and damages before decisions are made which might create legal problems.
Current FY 2015 Budget	\$31,300
Adopted FY 2016 Budget	\$40,000
Change from PY Budget	\$8,700

Data Processing

Role	To provide secure, efficient, innovative, and cost effective data communication services that will support and enhance the daily business operations of the City and enable staff to better serve citizens.
Current FY 2015 Budget	\$204,850
Adopted FY 2016 Budget	\$209,800
Change from PY Budget	\$4,950

General Government Building

Role	To manage building operations and maintenance activities for the City's facilities so that employees and visitors have a clean and comfortable environment. It is the responsibility of this function to maintain City facilities, including minor renovations as necessary.
Current FY 2015 Budget	\$286,000
Adopted FY 2016 Budget	\$298,850
Change from PY Budget	\$12,850

Capital Contributions

Role	Accounts for the general fund transfer for local funding of capital needs or pay-as-you-go financing.
Current FY 2015 Budget	\$1,716,500
Adopted FY 2016 Budget	\$152,000
Change from PY Budget	(\$1,564,500)
Reason for Change	The large difference in FY 2015 current budget and the FY 2016 budget is due to fourth quarter FY 2015 capital improvement prefunding of \$1,505,960. Prefunding Suwanee's capital improvement program is part of Suwanee's pay-as-you go financing for capital.

Conclusion

The City appreciates any comments from citizens relative to the budget. All citizens are invited and encouraged to attend budget hearings held in June of each year.

Anyone interested in attending or receiving additional information, should contact the Financial Services Department at 770-945-8996.

Suwanee Quality

- * High standards.
- * Others take notice.
- * Not done to receive awards, but awards are likely to follow.

Unique

- * Bold, risky, quirky, artsy, cool, different, innovative, eye-catching.
- * It hasn't been done before and if it has it will be different in Suwanee.
- * The normal solution is not the solution in Suwanee.

Remarkable

- * Attracting attention by being special, unusual or extraordinary.
- * Worthy of remarks from others, both supportive and critical.

Visionary

- * Lasting beyond those who make the decisions.





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Council*

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