



CITIZENS OPERATING BUDGET

Fiscal Year 2017
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 2016 Highlights

Recap of FY 2016 adopted General Fund Budget

- Maintained **the same millage rate** as FY 2015 of **4.93 mills**.
- **10% increase** in **revenues** compared to FY 2015.
- **Property tax revenues** were anticipated to **increase** by **7%**.
- **11% increase** in **operating expenditures** as compared to FY 2015.
- **93 full-time** and **18 part-time** employees.
- Pay for **performance increases**, approximately **\$221,000**.
- Benefit change: **11% group health insurance renewal increase**, **\$143,210**.
- Funding for two master plans:
 1. Downtown Suwanee Master Plan, **\$15,000**.
 2. Public Arts Master Plan, **\$30,000**.
- Capital Transfers, **\$152,000**.

FY 2016 Adopted Budget	\$ 12,452,790
Budget adjustments:	
Capital Transfer for PIB medians	265,000
Governor's Office of Highway Safety grant	10,000
Police Vehicle replacement	30,000
4th Quarter capital transfers	1,285,000
Current FY 2016 Budget	\$ 14,042,790



Adopted City Manager's FY 2017 General Fund Budget

Financial Status

- Current millage is **4.93 mills**.
- Current fund balance is **\$8,212,579**.
- Current bond rating is **AA+** Fitch and **AAA** Standards & Poor.

Adopted FY 2017 Budget Highlights

- **1% decrease** in **operating revenues** as compared to FY 2016.
- Maintain the **same millage rate** as FY 2016 of **4.93** mills.
- **Property tax revenues** are anticipated to **increase** by **4%**.
- **1% increase** in **operating expenditures** as compared to FY 2016.

General Information

- **100 full-time** and **14 part-time** employees.
- Position requests:
 1. **Upgrading** five part time positions **to full time, \$108,590**.
 2. **New Events Coordinator** part time position (24 hours a week) to provide support for the Events and Outreach Manager, **\$33,950**.
 3. **New Equipment Operator I** position full time to help with operational maintenance support and help with enhancements to litter control, **\$52,420**.
 4. **Elimination** of the **Deputy Chief** position and **adding two Patrol Officers** to provide additional resources to the Patrol function, **\$43,790**.
 - **Comprehensive Master Plan** (major) update, **\$133,000**.
 - Pay for **performance increases**, approximately **\$197,000**.
 - Implementation of the **Compensation and Classification Study**, **\$41,000**.
 - Benefit change: **15%** group health insurance **renewal increase**, **\$194,000**.

Capital Funding, \$314,000

- Public Works **two mowers**, **\$17,000**.
- Public Works **park equipment**, **\$22,000**.
- Public Works **one vehicle** (replacement), **\$32,000**.
- Police **three vehicles** (replacement), **\$130,000**.
- Police **vehicle** (new), **\$37,000**.
- Police **equipment** (laptops, radios, and in car video systems), **\$76,000**.

Capital Transfers

- Capital transfers **\$69,500**.



Total Adopted FY 2017 Budget	\$	12,405,320
Current FY 2016 Budget	\$	14,042,790
Difference*	\$	(1,637,470)
Percent of Change		-12%

***Note:** The majority of the difference is due to the 4th quarter FY 2016 capital transfers, \$1,285,000.



Summary of General Fund Revenues

Description	Actual		FY 2016 Current Budget*	FY 2017 Adopted Budget	FY 2017 Change	
	FY 2014	FY 2015			Amount	%
Property Taxes	\$ 3,540,902	\$ 3,659,055	\$ 3,949,230	\$ 4,094,630	\$ 145,400	3.7%
Franchise Taxes	1,724,565	1,845,517	1,844,640	1,869,770	25,130	1.4%
Alcoholic Beverage Taxes	835,071	833,056	830,900	880,000	49,100	5.9%
Business Taxes	1,757,237	1,845,285	1,923,160	2,064,500	141,340	7.3%
Other Taxes & Penalties	8,163	11,357	16,200	18,350	2,150	13.3%
Licenses & Permits	588,695	601,618	732,620	713,570	(19,050)	-2.6%
Intergovernmental Revenues	808,671	798,776	1,167,190	876,800	(290,390)	-24.9%
Charges for Services	110,438	103,476	105,580	111,460	5,880	5.6%
Fines & Forfeitures	1,494,216	1,898,791	1,617,770	1,524,000	(93,770)	-5.8%
Investment Income	32,432	39,487	33,500	41,000	7,500	22.4%
Contributions & Donations	50	275	5,000	5,000	-	0%
Miscellaneous Revenues	35,819	26,702	40,000	40,000	-	0%
Sale of Capital Items	8,282	2,185	5,000	5,000	-	0%
Transfer In	226,026	239,447	222,000	161,240	(60,760)	-27.4%
Total Revenues	11,170,567	11,905,027	12,492,790	12,405,320	(87,470)	-.7%
Other Financing Sources						
Budgeted Fund Balance*	-	-	1,550,000	-	(1,550,000)	n/a
Total Other Financing Sources	-	-	1,550,000	-	(1,550,000)	n/a
Total Revenues and Other Financing Sources	\$ 11,170,567	\$ 11,905,027	\$ 14,042,790	\$ 12,405,320	\$ (1,637,470)	-11.7%

*FY 2016 Current column includes 4th quarter capital transfers of \$1,285,000.



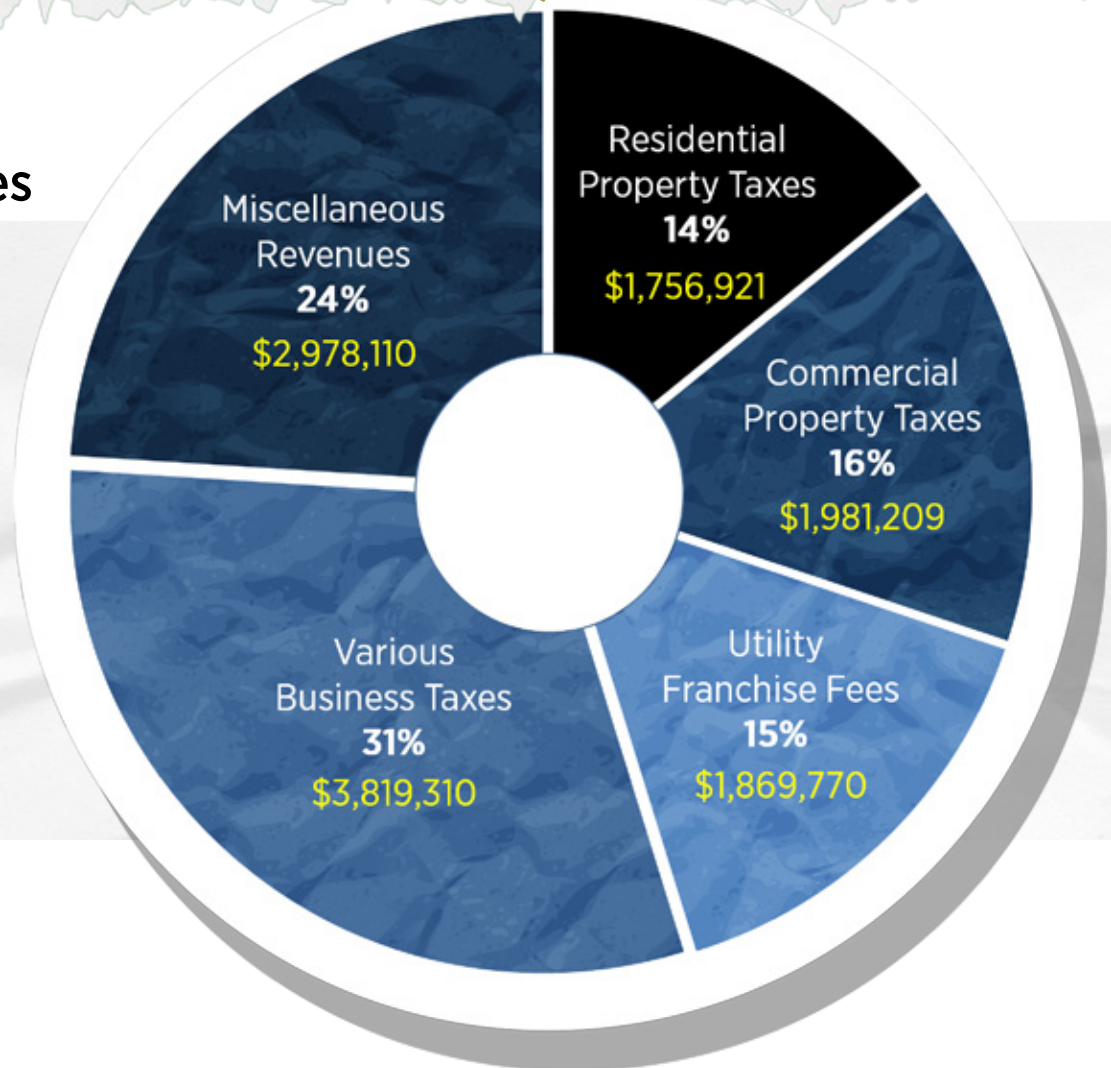
FY 2017 General Fund Revenues

Various Business Taxes include:

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

Miscellaneous Revenues include:

- * motor vehicle
- * other taxes and penalties
- * charge 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 33% of the total FY 2017 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.

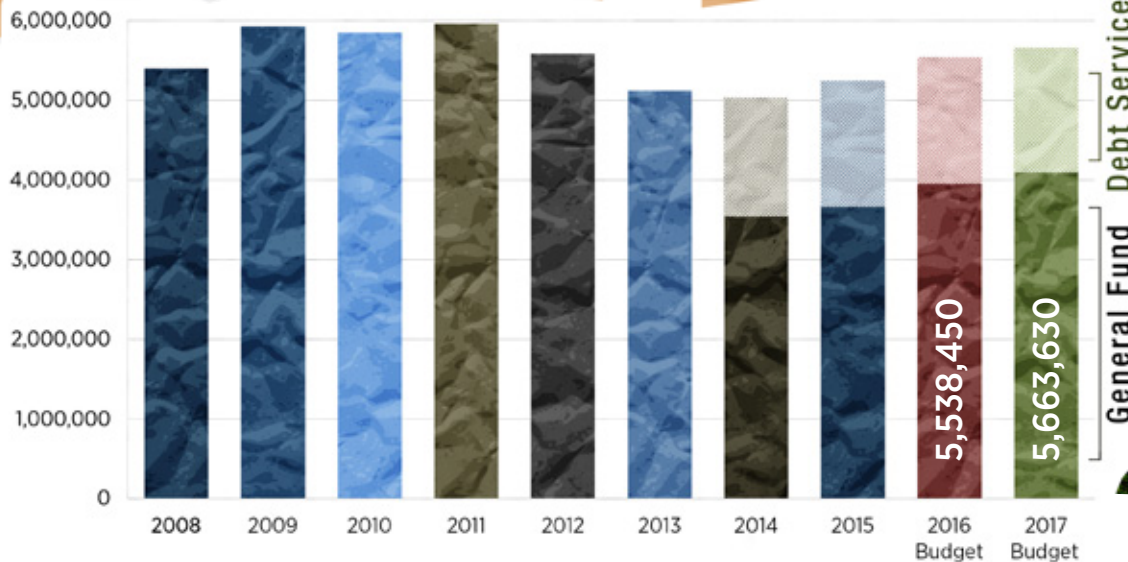
To determine the value due to re-assessments, fiscal year 2016 projected total collections was used as the base and then a 5% increase was applied on real property and 3% increase was applied to personal property.

To determine the value added due to new construction growth, calendar year 2015 building permit activity was reviewed. Based upon this review, \$56,100 of assessed value was added to the current digest. In total, approximately 8.5% increase in property taxes from projected current year collections has been predicted for fiscal year 2017.

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 2007-2013 include both operating and debt service millage rates. The reduction noted in fiscal years ending after 2014 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 2016 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, used the calendar year 2014 and 2015 values restated for the change in tax rate and percentages for state and local disbursements. These restated values were used to predict same month values for fiscal year 2017. Motor vehicle taxes will continue to decline as new vehicles are purchased and the selective use tax is applied. In total motor vehicle revenues from title tax and ad valorem are decreasing by \$48,620 from the current FY 2016 budget amounts.

Projected **FY 2016** Property Tax Revenues **\$3,949,445**
 Original **FY 2016** Budget **\$3,949,230**
 Current **FY 2016** Budget **\$3,949,230**
FY 2017 Adopted Budget **\$4,094,630**
FY 2017 budget is a **3.7%** increase from **FY 2016**



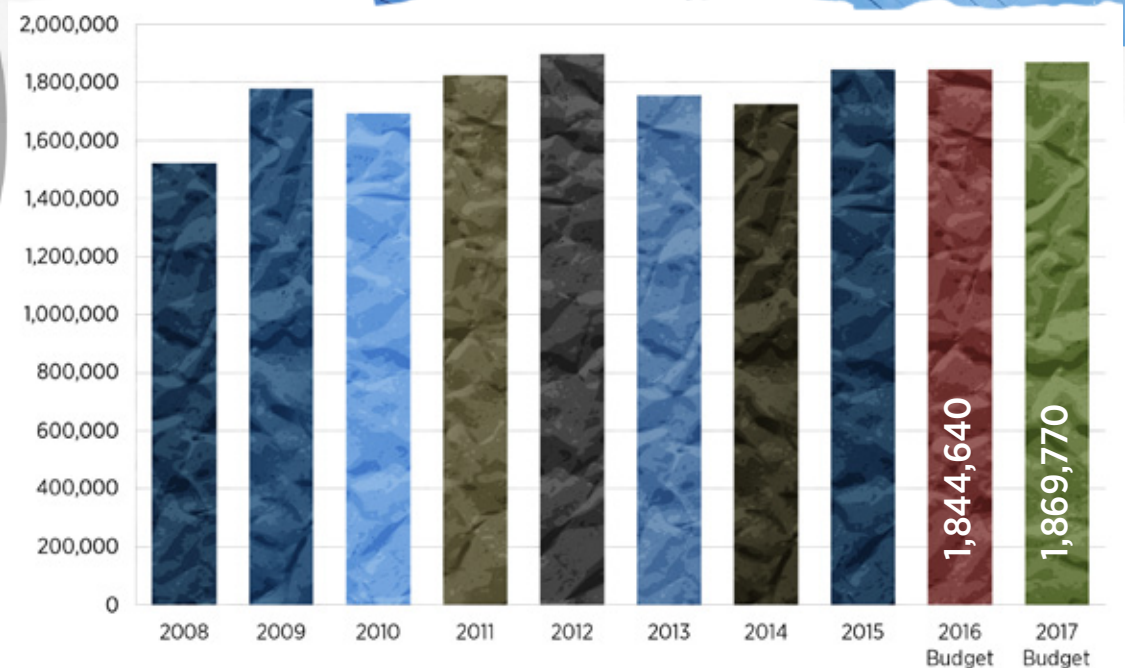
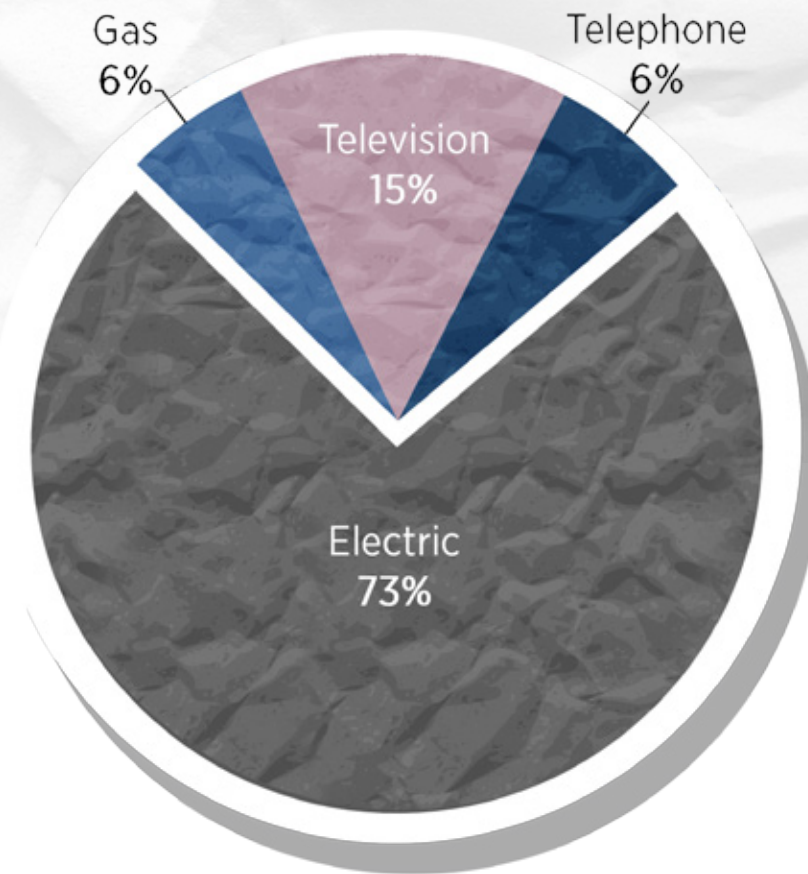
Utility Franchise Fees

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 2017 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 2016** Franchise Fees **\$1,842,230**
 Original **FY 2016** Budget **\$1,844,640**
 Current **FY 2016** Budget **\$1,844,640**
FY 2017 Adopted Budget **\$1,869,770**
FY 2017 percentage of change from **FY 2016** budget is a 1.4% increase.

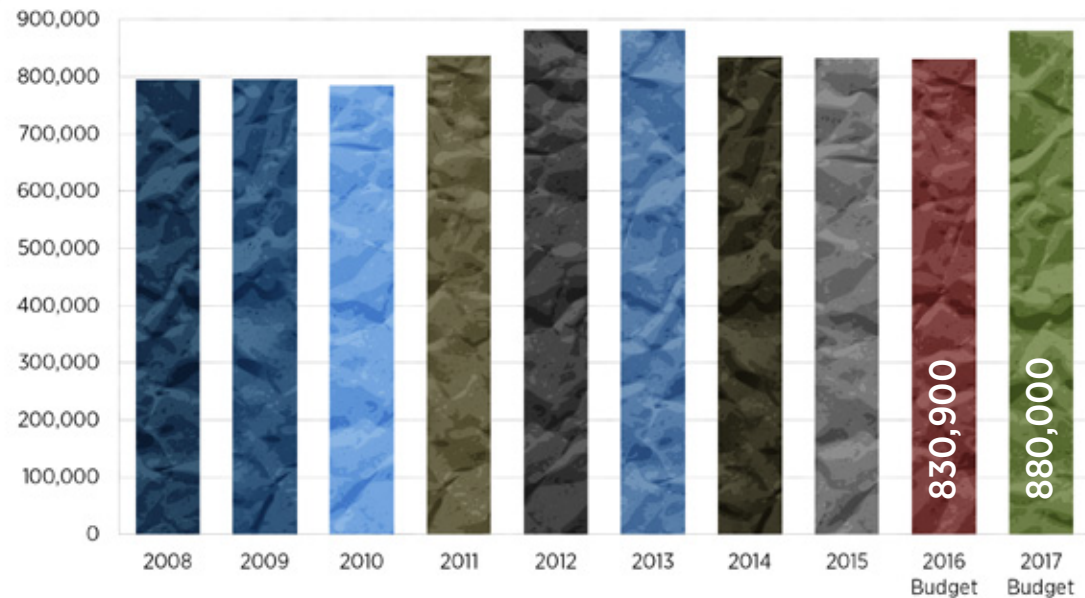


Alcoholic Beverage Taxes

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 2017 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 2.3% from 2016 projected actuals.

Projected **FY 2016** Alcoholic Beverage Taxes **\$859,930**
Original **FY 2016** Budget **\$830,900**
Current **FY 2016** Budget **\$830,900**
FY 2017 Adopted Budget **\$880,000**
FY 2017 percentage of change from **FY 2016** budget is a 5.9% increase.



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 16% of the total FY 2017 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 2.9% growth based on projected FY 2016 collections.

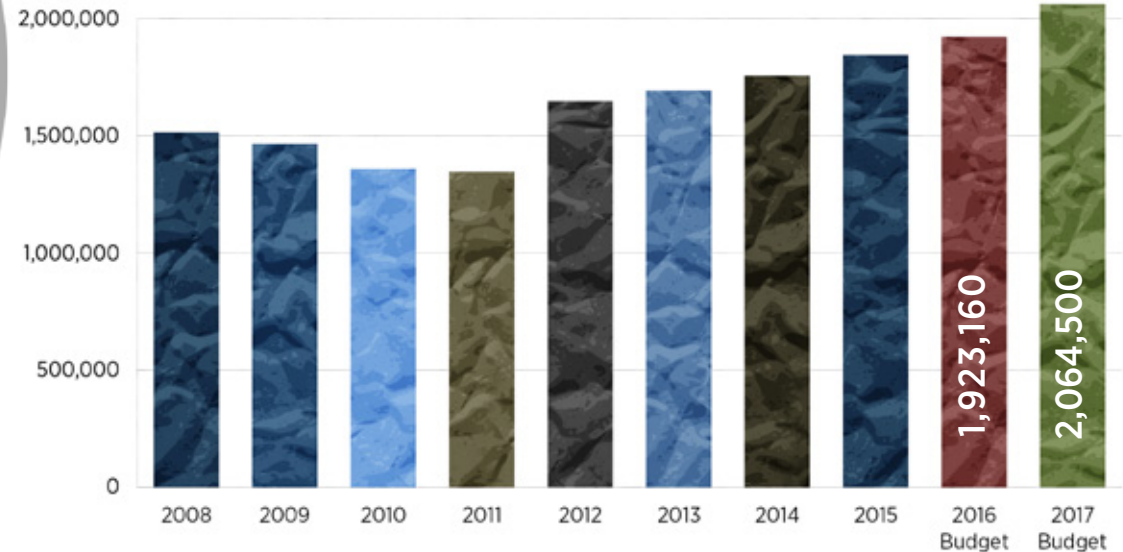
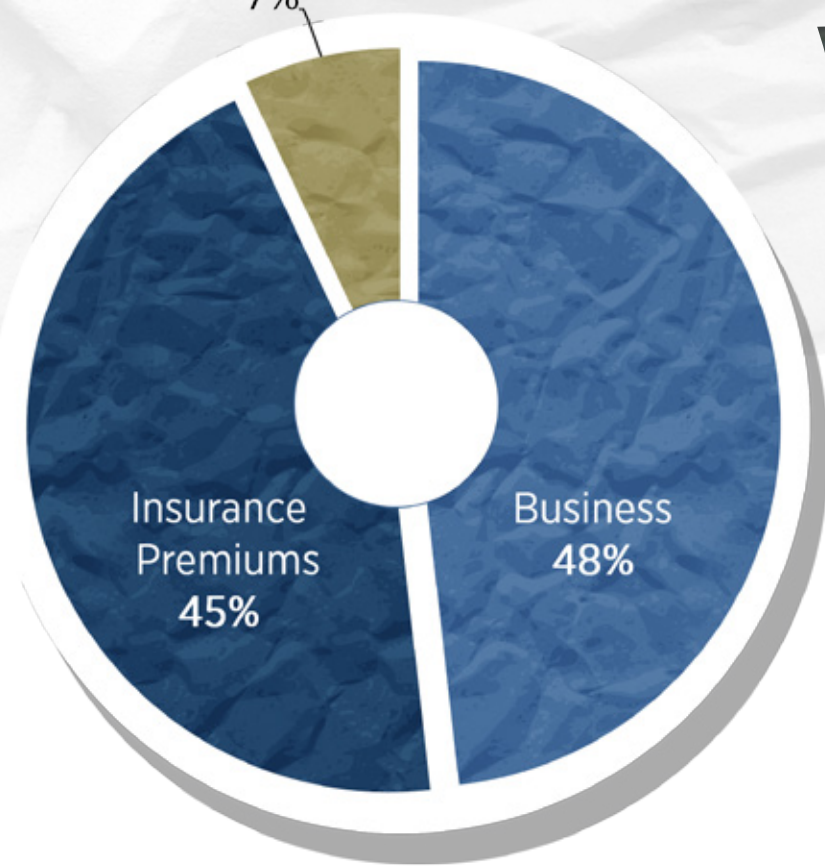
Excise taxes on insurance premiums written by insurance companies conducting business within the City are allocated from the state to local governments based on current census data. Official Census data is updated every ten years. This tax will grow at a modest rate until the next official census.

Projected **FY 2016 Business Taxes Revenue \$2,006,943**
 Original **FY 2016 Budget \$1,923,160**
 Current **FY 2016 Budget \$1,923,160**
FY 2017 Adopted Budget \$2,064,500
FY 2017 percentage of change from FY 2016 budget is a 7.3% increase.
FY 2012 revenues included a one-time increase from the state insurance premium tax as a result of the 2010 census.



Financial Institutions

7%



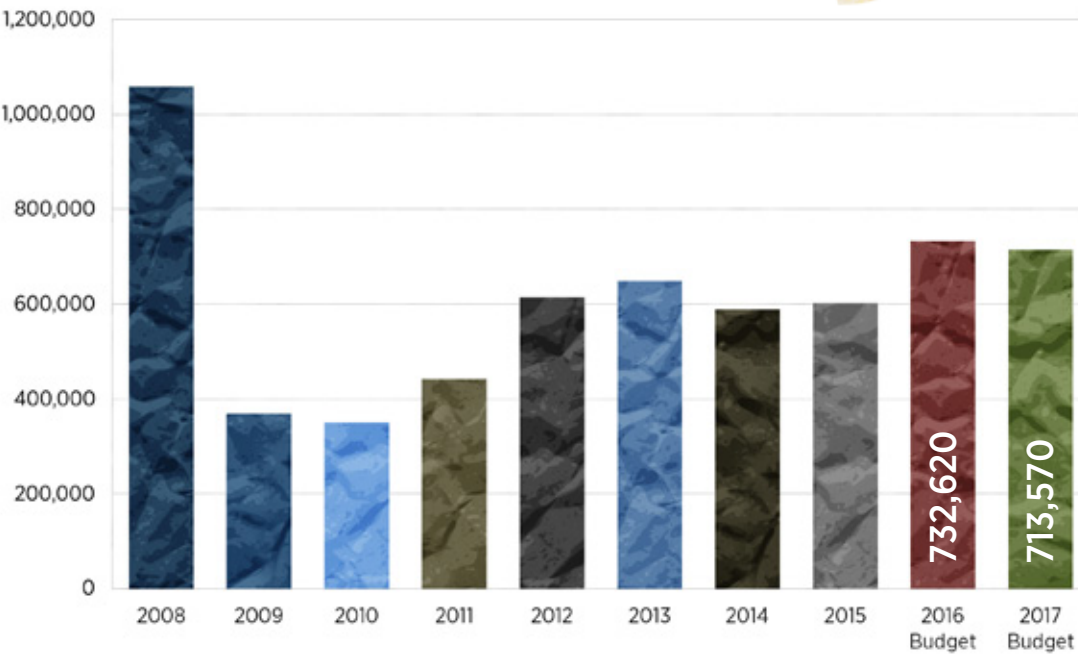
REVENUES

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 5.7% of the total FY 2017 general fund revenues.

Projected **FY 2016** Licenses and Permits Revenues **\$677,440**
 Original **FY 2016** Budget **\$732,620**
 Current **FY 2016** Budget **\$732,620**
FY 2017 Adopted Budget **\$713,570**
FY 2017 percentage of change from **FY 2016** budget is a **2.6%** decrease.



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. The current projected amount of \$876,800 is a decrease of \$290,390 from fiscal year 2016. This decrease is due to a one time reimbursement for dispatch equipment (\$350,000).

This category represents 7% of the total FY 2017 general fund revenues.

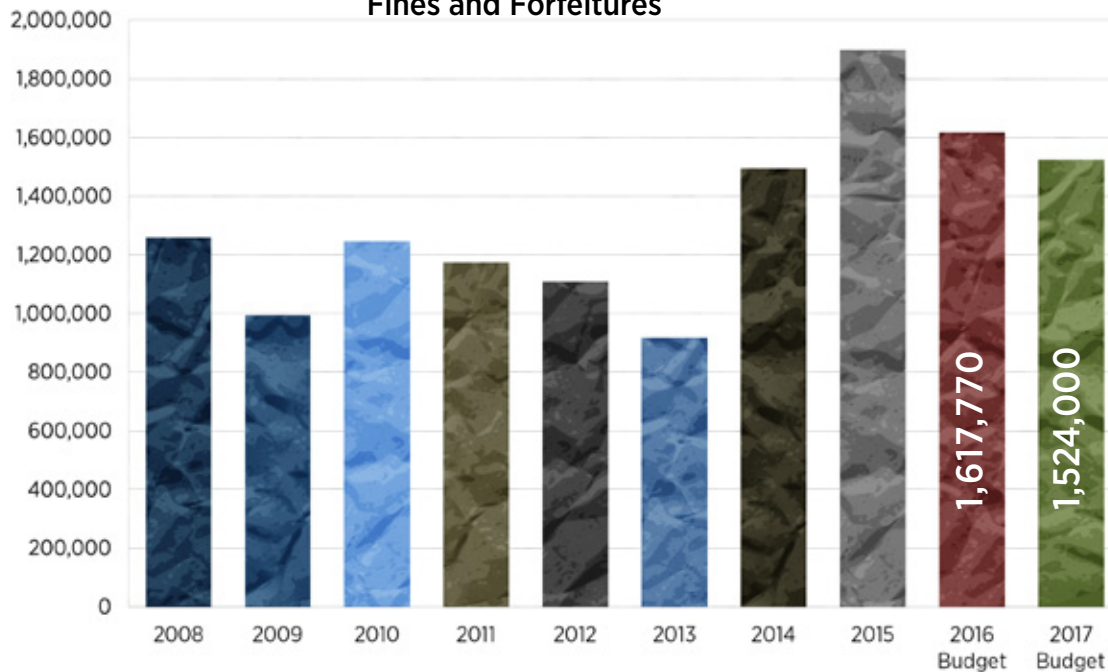


Fines and Forfeitures

Revenues in this category consist of fines and charges imposed by the City's Municipal Court. This category represents 12.3% of the total FY 2017 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 2017 projections used a rolling three year average of receipts received from fiscal year 2014, 2015 and 2016.

Fines and Forfeitures



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 2016** Fines and Forfeitures **\$1,444,300**
 Original **FY 2016** Budget **\$1,617,770**
 Current **FY 2016** Budget **\$1,617,770**
FY 2017 Adopted Budget **\$1,524,000**
FY 2017 budget is a **5.8%** decrease from FY 2016.

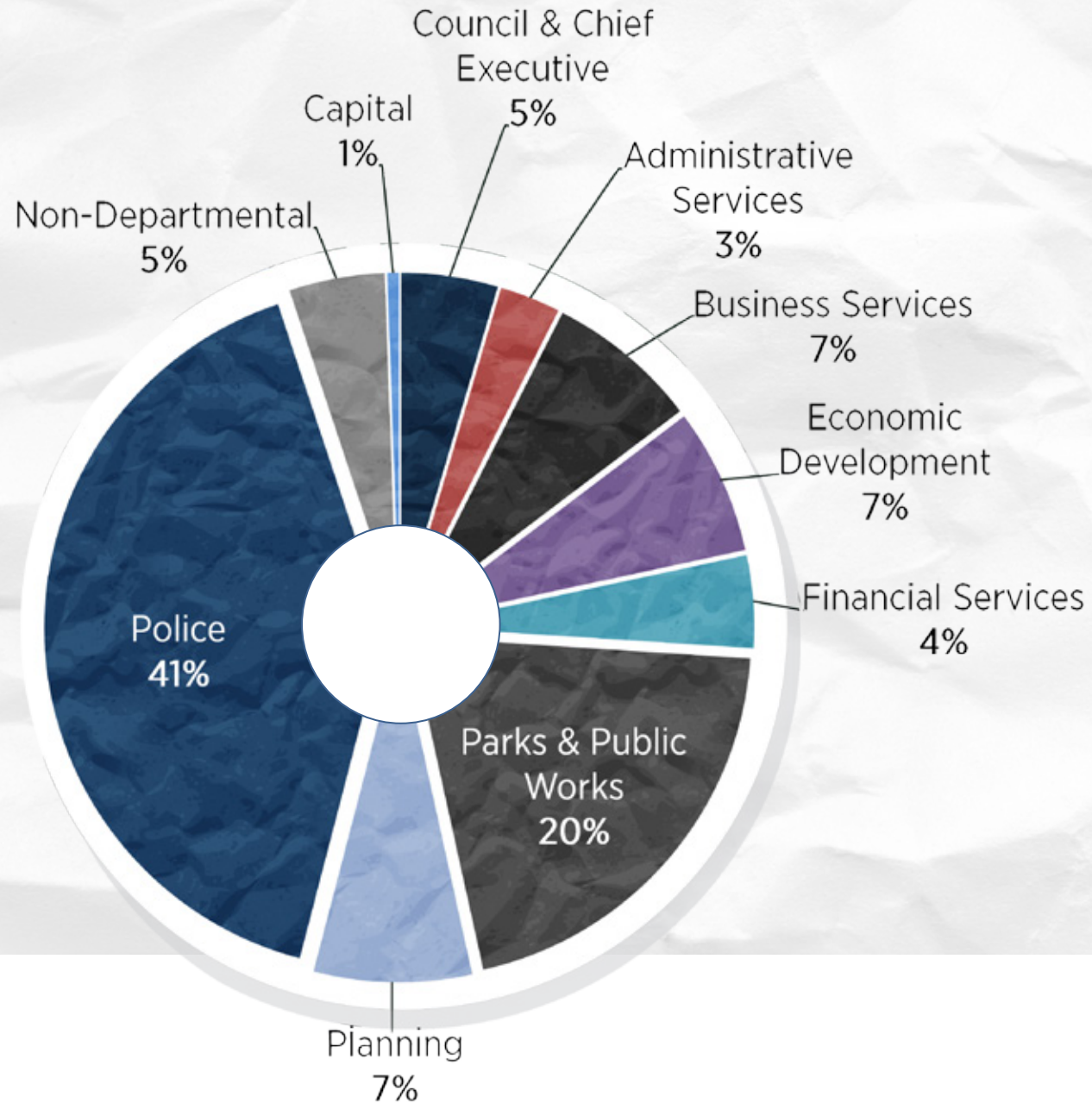
General Fund Expenditures by Department

Description	Actual		FY 2016 Budget		FY 2017 Adopted Budget	FY 2017 Change	
	FY 2014	FY 2015	Original	Current		Amount	%
Council & Chief Executive	\$ 519,071	\$ 474,798	\$ 588,490	\$ 588,490	\$ 567,090	(21,400)	-3.6%
Administrative Services	557,053	189,735	379,490	379,490	359,110	(20,380)	-5.4%
Business Services*	-	733,181	834,190	834,190	896,700	62,510	7.5%
Economic Development	634,754	744,148	885,700	871,700	860,440	(11,260)	-1.3%
Financial Services	667,182	451,755	506,640	506,640	544,290	37,650	7.4%
Parks & Public Works	1,911,097	1,998,586	2,319,910	2,319,910	2,546,230	226,320	9.8%
Planning	597,242	673,791	802,280	802,280	930,590	128,310	16.0%
Police	4,161,512	4,108,178	5,435,440	5,410,440	5,067,620	(342,820)	-6.3%
Non-Departmental	476,449	477,827	548,650	535,550	563,750	28,200	5.3%
Total Operating	9,524,360	9,851,999	12,300,790	12,248,690	12,335,820	87,130	.7%
Capital Transfers**	1,894,790	1,716,494	152,000	1,794,100	69,500	(1,724,600)	n/a
Total Expenditures & Transfers	\$ 11,419,150	\$ 11,568,493	\$ 12,452,790	\$ 14,042,790	\$ 12,405,320	\$ (1,637,470)	-11.7%

***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.

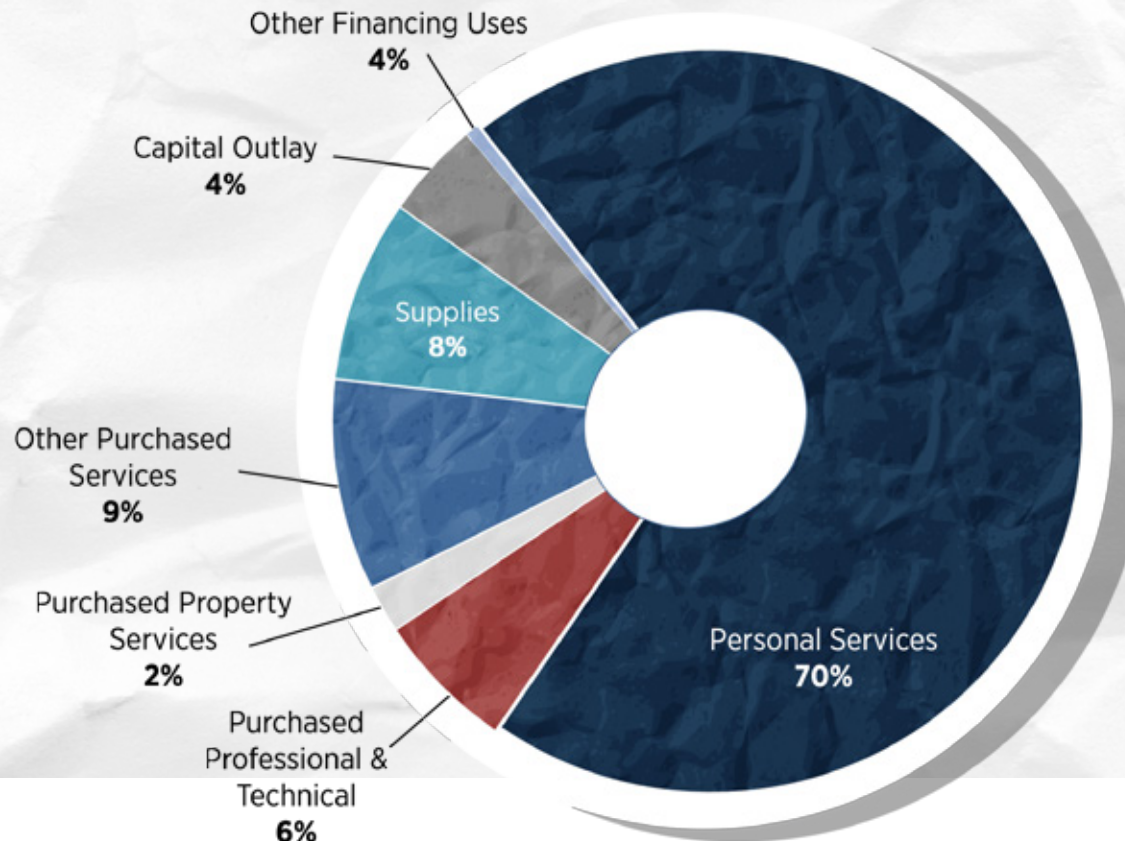
****The difference in FY 2016 Current Budget** and the **FY 2016 Adopted Budget** is due to fourth quarter FY 2016 capital improvement prefunding of \$1,285,000. Prefunding Suwanee’s capital improvement program is part of Suwanee’s pay-as-you go financing for capital projects.

Department % of Budget



General Fund Expenditures by Category

Description			FY 2016 Budget		FY 2017 Adopted Budget	FY 2017 Change	
	FY 2014	FY 2015	Original	Current		Amount	%
Personal Services	\$ 6,747,990	\$ 7,076,701	\$ 8,261,020	\$ 8,122,970	\$ 8,697,650	\$ 574,680	7.1%
Purchased Professional & Technical	395,912	550,670	730,070	685,370	751,220	65,850	9.6%
Purchased Property Services	196,045	229,417	243,630	249,530	253,350	3,820	0.1%
Other Purchased Services	944,733	927,804	1,125,760	1,137,110	1,135,020	(2,090)	-0.2%
Supplies	821,464	784,583	942,760	927,910	976,690	48,780	5.2%
Capital Outlay	418,216	282,824	997,550	1,125,800	521,890	(603,910)	-53.6%
Other Financing Uses	1,894,790	1,716,494	152,000	1,794,100	69,500	(1,724,600)	n/a
Total	\$ 11,419,150	\$ 11,568,493	\$ 12,452,790	\$ 14,042,790	\$ 12,405,320	\$ (1,637,470)	-11.7%



FY 2017 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 2017 that were included in the City Manager's adopted budget.

Function	Description	Amount	Function	Description	Amount
All	Salaries	\$ 5,790,000	3270	Dispatch software fees	\$ 95,000
All	Overtime	67,000	3270	CodeRed	12,000
All	FICA	365,000	4100	Repairs (Public Works)	66,000
All	Medicare	85,000	4100	Electricity outdoor lighting (street lights)	242,000
All	Retirement	463,000	4100	Inmate work crew (right-of-way maintenance)	43,000
All	Group health	1,575,000	4100	Park water usage	45,000
All	Wellness program	15,000	4100	Mowers	17,000
All	Other employee benefits	82,000	4100	Public Works vehicle (replacement)	32,000
All	Workers compensation	178,000	4100	Park Equipment	22,000
All	Gasoline fuel usage	139,000	4221	Street sweeping (contracted)	19,000
All	Property/casualty insurance	272,000	4221	Landscape management (right-of-way contracted)	107,000
1110	GWMA City contribution	27,000	4250	MS4 permit requirements	43,000
1500	Pension actuarial and benefit attorney	30,000	6190	Events	149,000
1511	Annual audit	38,000	6220	Park landscape management and tree removal	106,000
1530	Annual attorney fees	38,000	6220	Park repairs	47,000
1535	Information technology consulting	144,000	6220	Park site improvements	20,000
1535	Software annual license fees	40,000	7200	Inspections reviews	30,000
1565	City Hall operating costs	179,000	7400	Professional services (planning)	50,000
1570	Newsletter production and printing	56,000	7400	Comprehensive Master Plan (major update)	133,000
2650	Court operating cost	14,000	7400	Arbor Day	31,000
3223	Fleet repairs (Police)	60,000	7510	Partnership Gwinnett	20,000
3223	3 Police vehicles (replacement)	130,000	7520	Downtown Suwanee funding	102,000
3223	Police vehicle (new)	37,000	9100	Capital projects transfer	70,000
3223	Police equipment	76,000			
3224	Police annual software fees	24,000			
3260	Police station operating costs	66,000			
3261	Police sub-station operating costs	38,000			
				Total Big Ticket Items	\$ 11,529,000
				Total Budget	\$ 12,405,320
				% Summarized	93%

Citizens

Mayor and Council



Planning & Zoning Commission



Chief Municipal Court Judge

Lead Municipal Court Prosecuting Attorney

City Attorney

Associate Municipal Court Judge



Municipal Court Prosecuting Attorney



Public Works Director

Administrative Services Director

Assistant City Manager

Administrative Assistant



Special Projects Coordinator



Event Staff (pooled)



Public Works Superintendent



Assistant to Public Works Director



Human Resources Manager



Administrative Assistant (Floater)



Downtown & Business Development Manager



Events & Outreach Manager



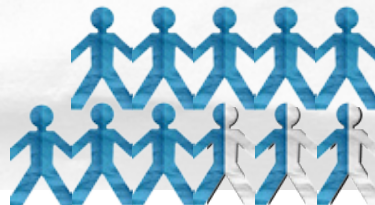
Public Information Officer



Equipment Operator II



Equipment Operator I



Facilities Technician



Custodian



Events Coordinator



LEGEND

-  Part-Time Position
-  Full-Time Position

Planning & Zoning Appeals Board



City Manager

Auditor

Administrative Coordinator

Budget Analyst

Planning Director

Business Services Director

Police Chief

Financial Services Director

Inspections Assistant

Bailiffs (pooled)

Communications Specialist

Planning Division Director

Building Official

Court Services Administrator

Business Services Manager

Police Department Personnel *

Accounting Analyst

Financial Planning & Reporting Manager

Special Projects Analyst

Senior Planner

Building Inspector

Deputy Court Clerk

Business Services Specialist

Development Coordinator

* See Police Department Organization chart for detailed information

COUNCIL & CHIEF EXECUTIVE



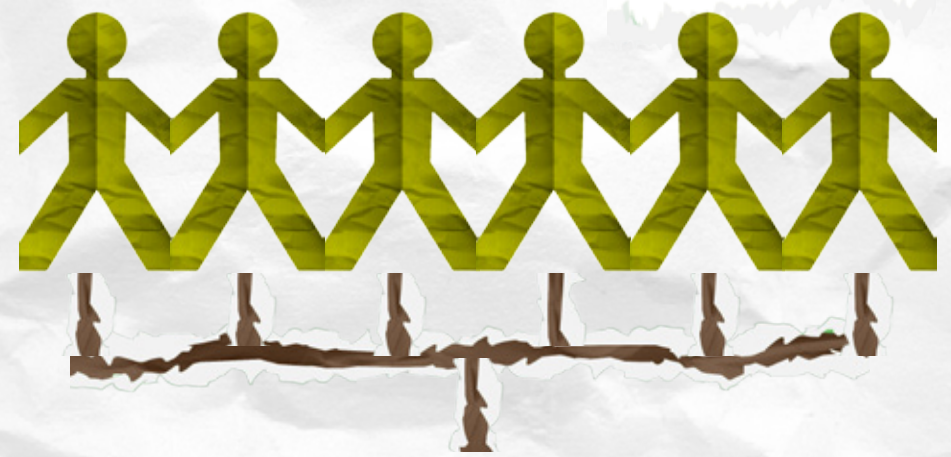
Functions	Includes the operations of the Governing Body and Chief Executive.
Positions	3 full-time and 6 City Council members.
Role	This office is responsible for carrying out the City Council's policy decisions, for vision and leadership to the organization, and for overseeing the day-to-day operations. It also includes special projects and management of the capital project program.
Notable FY 2017 Budget Items	Gwinnett Municipal Association dues \$26,500 and \$10,000 for professional services.
Current FY 2016 Budget	\$588,490
Adopted FY 2017 Budget	\$567,090
Change from PY Budget	(\$21,400)
Reason for Change	4% salary adjustments, 15% group health insurance increase, implementation of the pay and classification plan, reduction in professional services \$20,000, reduction in supplies \$4,500, and reduction in dues and fee \$6,500.

Citizens

LEGEND



Mayor and Council



City Manager

Administrative Coordinator

Budget Analyst



LEGEND

-  Part-Time Position
-  Full-Time Position

Administrative Services Director



Human Resources Manager

Administrative Assistant (Floater)



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 2017 Budget Items	\$30,000 funding for Actuarial and Pension Attorney services used for the retirement plans. \$10,000 for advertising open positions. \$21,000 for drug screens, background checks, language line, and employee service awards.
Current FY 2016 Budget	\$379,490
Adopted FY 2017 Budget	\$359,110
Change from PY Budget	(\$20,380)
Reason for Change	4% salary adjustments, 15% increase in group health insurance, and implementation of the pay and classification plan. The majority of the reduction is due to prior year expenditures not included in the FY 2017 budget which included \$20,000 for a classification and compensation study and \$25,750 for the 2015 fall elections.

BUSINESS SERVICES

LEGEND



Business Services Director



Bailiffs (pooled)



Court Services Administrator



Business Services Manager



Deputy Court Clerk



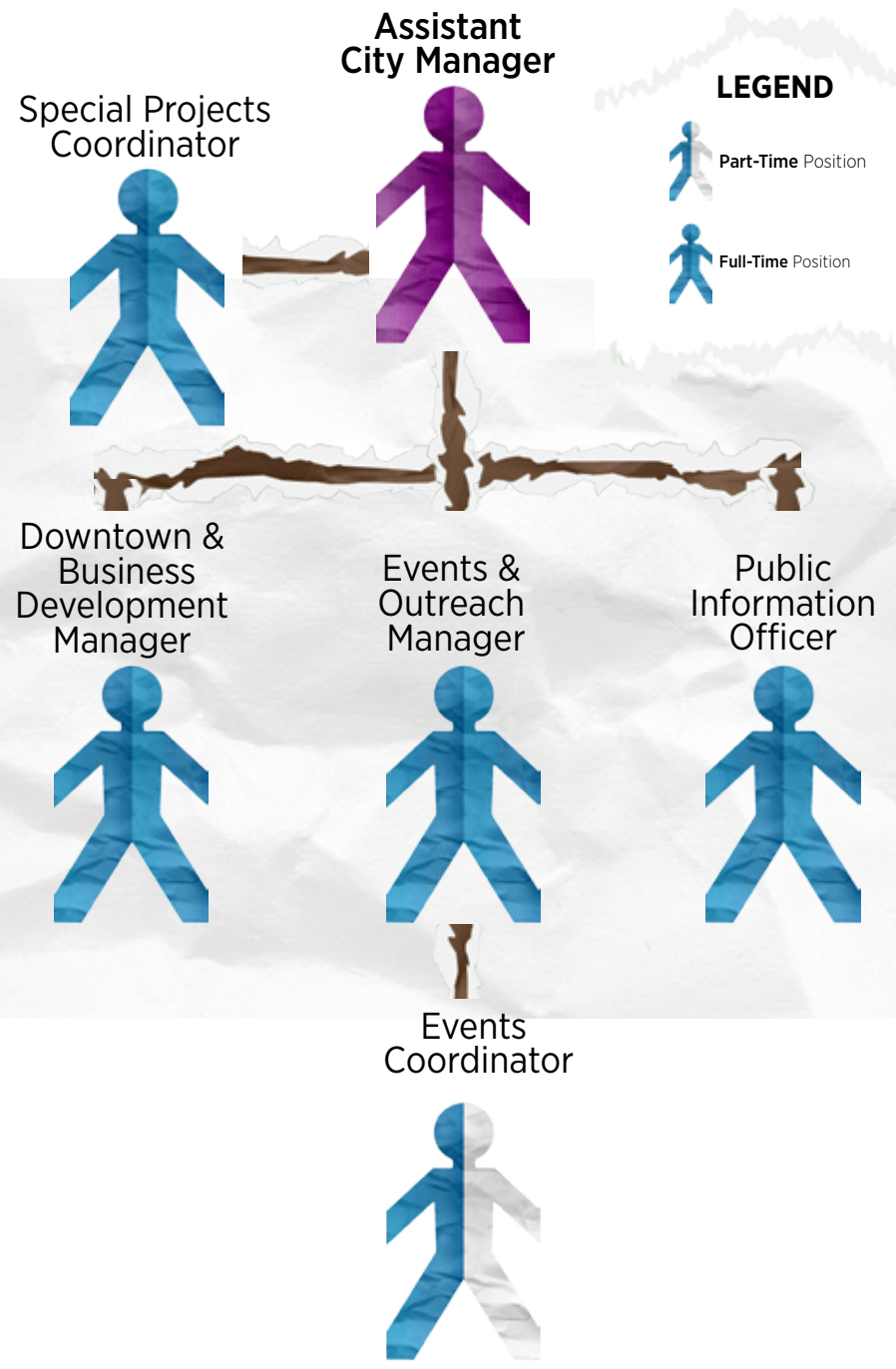
Business Services Specialist



Functions	Includes the operations of Business Services Administration and Municipal Court.
Positions	8 full-time, 4 Judges, 4 Prosecuting Attorneys and a pool of Bailiffs to help with court security.
Role	This department is responsible for Customer Service and Municipal Court operations.
Notable FY 2017 Budget Items	The FY 2017 budget upgraded two part time employees to full time. It also includes adding a cash vault for cash receipting.
Current FY 2016 Budget	\$834,190
Adopted FY 2017 Budget	\$896,700
Change from PY Budget	\$62,510
Reason for Change	4% salary adjustments, 15% group health insurance increase, implementation of the pay and classification plan, and upgrade of two part time positions to full time.



Functions	Includes the operations of Public Information, Special Facilities & Activities, Economic Development, and Downtown Suwanee.
Positions	5 full-time and 1 part time
Role	This department 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 2017 Budget Items	Funding for 16 weeks summer intern, \$10,340. A new part time events coordinator position.
Current FY 2016 Budget	\$871,700
Adopted FY 2017 Budget	\$860,440
Change from PY Budget	(\$11,260)
Reason for Change	4% salary adjustments, 15% group health insurance increase. Implementation of the pay and classification plan, and a new part time events coordinator position. Decreases in capital outlay and professional services.

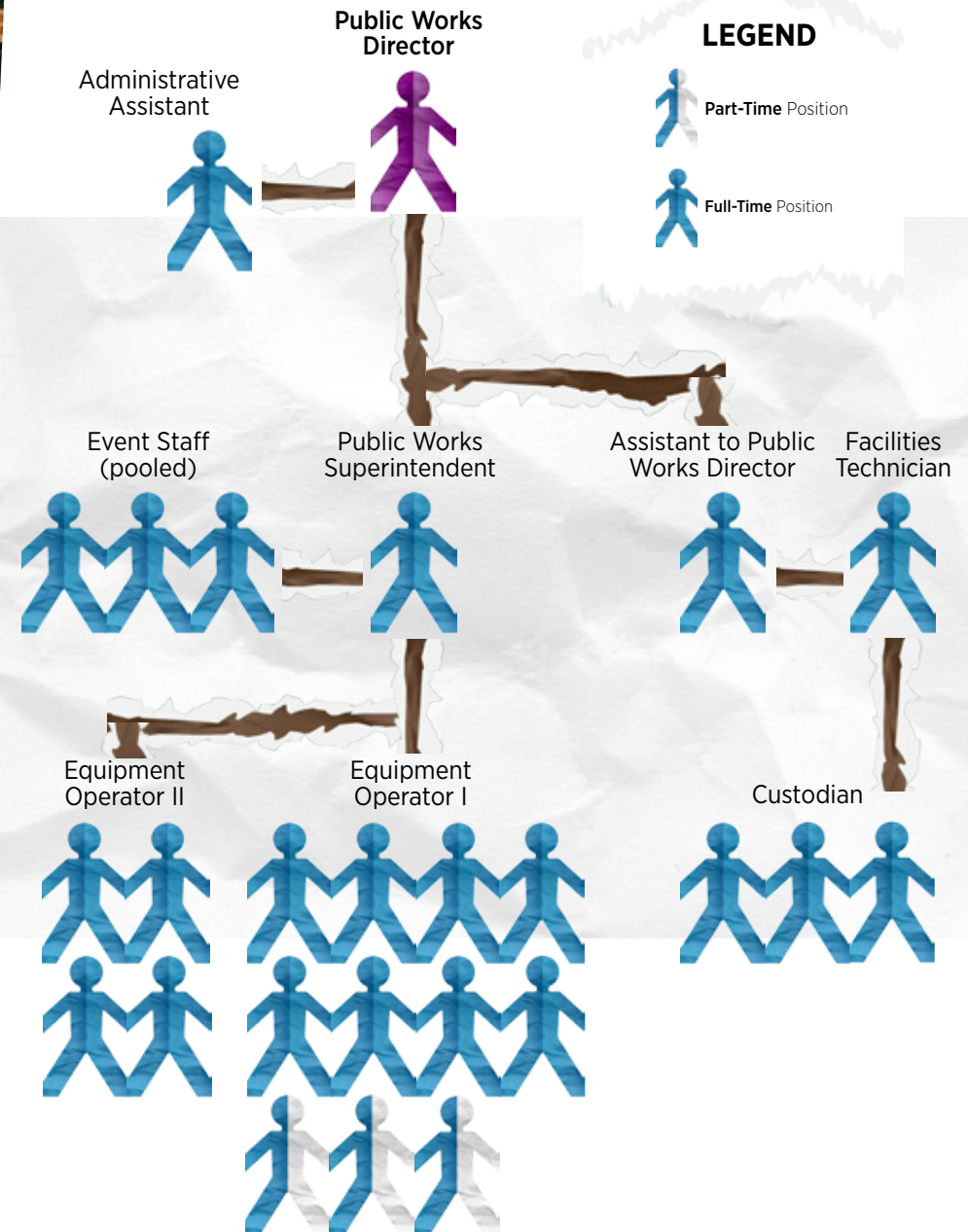


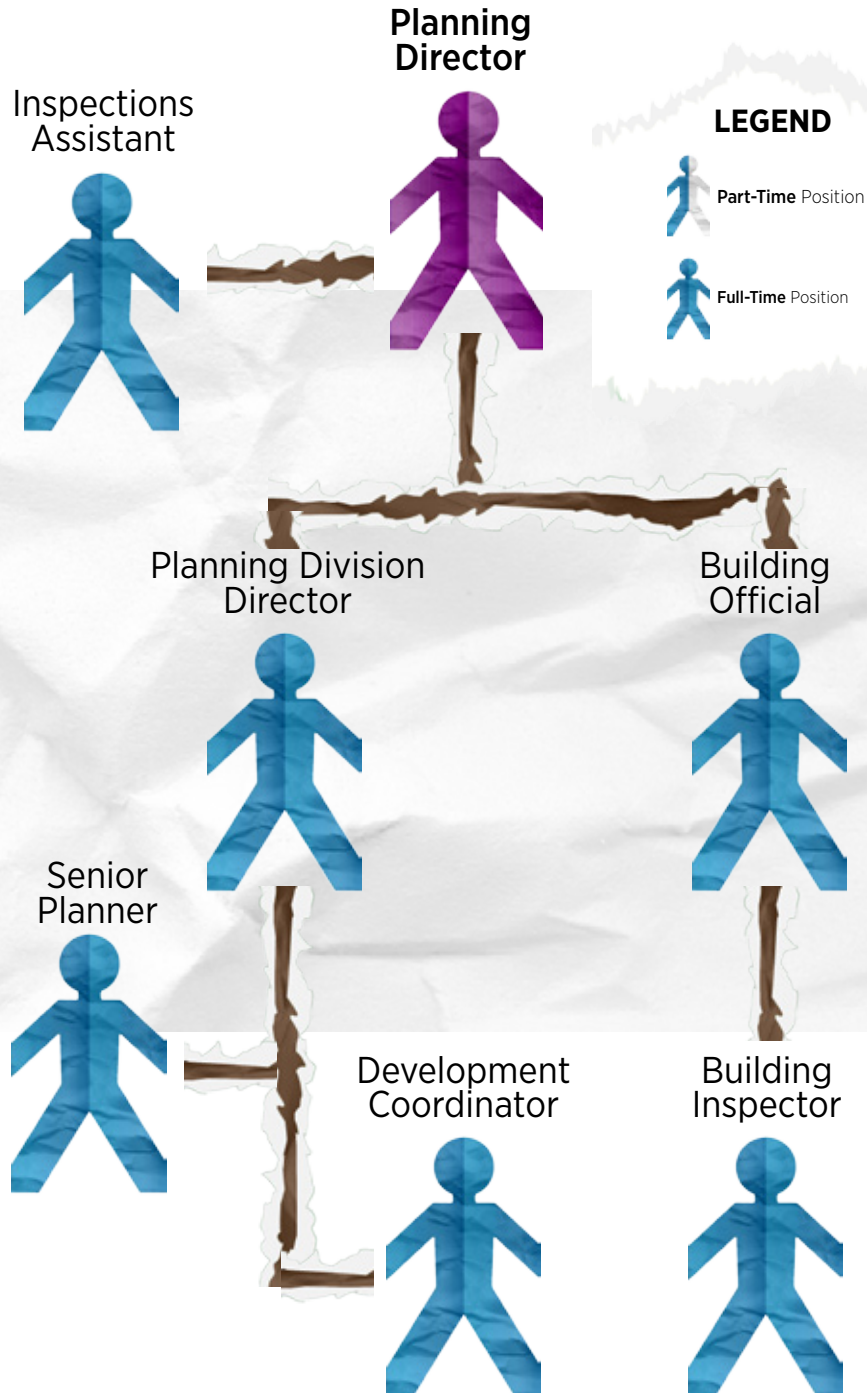


Functions	Includes the operations of Financial Administration and Accounting.
Positions	5 full-time
Role	This department provides the accounting and financial reporting for all City operations, accounts payable, payroll, issuance of debt, fixed assets, and risk management.
Notable FY 2017 Budget Items	Includes funding \$38,000 for the annual audit and one position upgrade from part time to full time.
Current FY 2016 Budget	\$506,640
Adopted FY 2017 Budget	\$544,290
Change from PY Budget	\$37,650
Reason for Change	4% salary adjustments, 15% group health insurance increase, implementation of the pay and classification plan, and position upgrade from part time to full time.



Functions	Includes the operations of Public Works Administration, Paved Streets, Storm Drainage, and Park Areas.
Positions	20 full-time, 3 part-time seasonal, and a pool of event staff workers.
Role	Provides maintenance and repair of City-owned facilities, grounds, and infrastructure, including the City's water system.
Notable FY 2017 Budget Items	Position upgrade for two part time custodians to full time, one new full time equipment operator. \$21,000 for mosquito control, two mower replacements (\$17,000), replacement of one public works truck (\$32,000), new stand on blower (\$11,640) and trailer and buggies for event grass mats (\$10,100).
Current FY 2016 Budget	\$2,319,910
Adopted FY 2017 Budget	\$2,546,230
Change from PY Budget	\$226,320
Reason for Change	4% salary adjustments, 15% group health insurance increase, two position upgrades, new equipment operator position, mosquito control and new equipment.



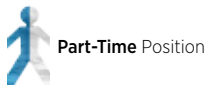


Functions	Includes the operations of Protective Inspection Administration, Planning & Zoning, and Code Enforcement.
Positions	7 full-time
Role	This department manages the current and long-range planning activities and provides guidance to citizens, developers, and property owners regarding zoning, development, code enforcement, and building inspections.
Notable FY 2017 Budget Items	Includes funding for updating the Comprehensive Master Plan, \$133,000, and \$50,000 for development plan reviews.
Current FY 2016 Budget	\$802,280
Adopted FY 2017 Budget	\$930,590
Change from PY Budget	\$128,310
Reason for Change	4% salary adjustments, 15% group health insurance increase, implementation of the pay and classification plan, and updating the Comprehensive Master plan.

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	38 sworn officers and 11 non-sworn personnel.
Role	This department 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 2017 Budget Items	Replacement of three fleet vehicles and one new vehicle \$167,430. Elimination of the Deputy Police Chief position and adding two new Officer positions.
Current FY 2016 Budget	\$5,410,440
Adopted FY 2017 Budget	\$5,067,620
Change from PY Budget	(\$342,820)
Reason for Change	4% salary adjustments and 15% group health insurance increase. Elimination of the Deputy Chief and two new Officer positions. Funding for three replacement police vehicles and one new vehicle \$167,000. Reduction for prior year dispatch console upgrades \$350,000.



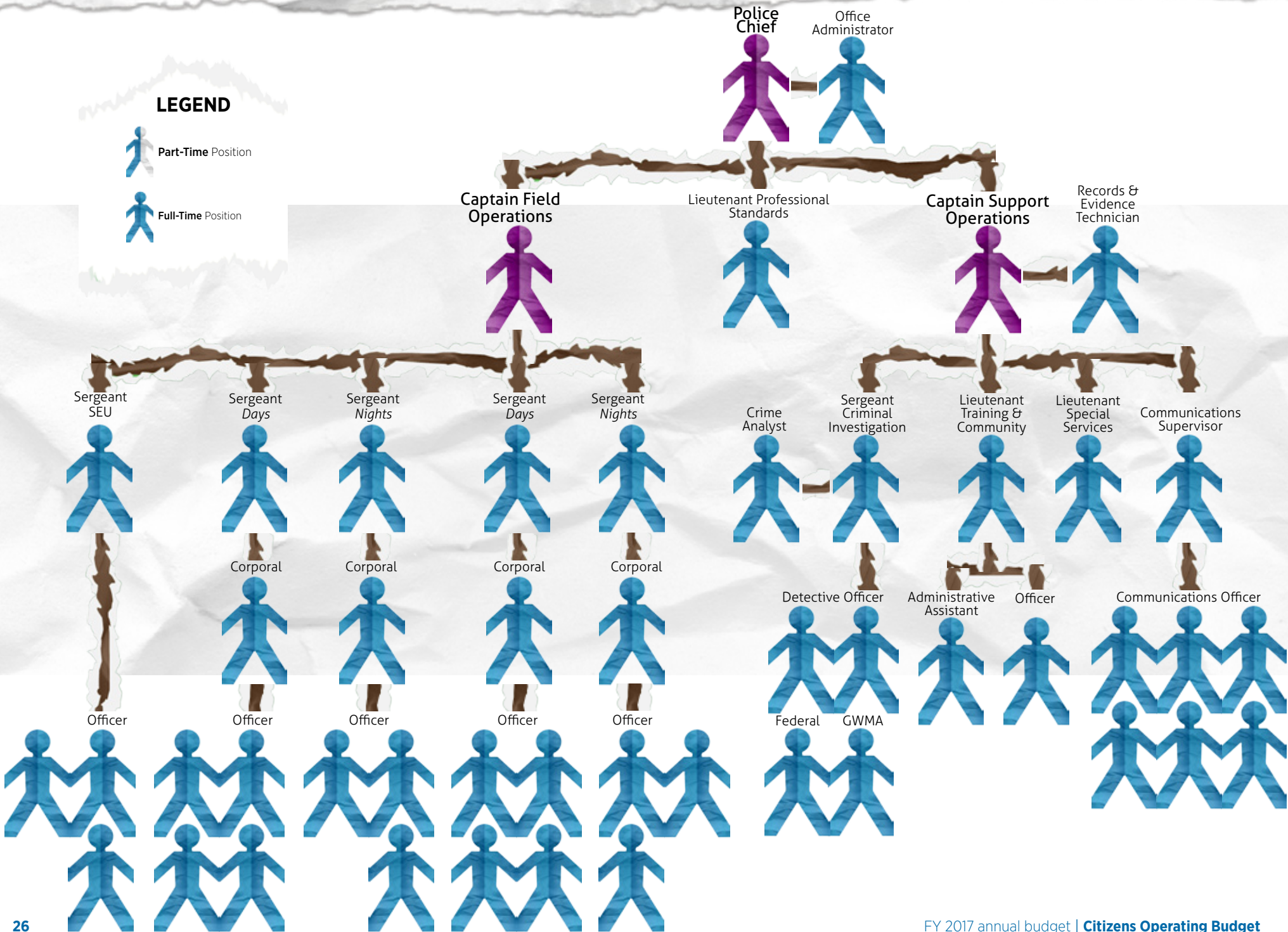
LEGEND



Part-Time Position



Full-Time Position



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 2016 Budget	\$30,000
Adopted FY 2017 Budget	\$38,000
Change from PY Budget	\$8,000

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 2016 Budget	\$212,050
Adopted FY 2017 Budget	\$206,800
Change from PY Budget	(\$5,250)

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 2016 Budget	\$293,500
Adopted FY 2017 Budget	\$318,950
Change from PY Budget	\$25,450

Capital Contributions

Role	Accounts for the general fund transfer for local funding of capital needs or pay-as-you-go financing.
Current FY 2016 Budget	\$1,794,100
Adopted FY 2017 Budget	\$69,500
Change from PY Budget	(\$1,724,600)
Reason for Change	The large difference in FY 2016 current budget and the FY 2017 budget is due to fourth quarter FY 2016 capital improvement prefunding of \$1,285,000. 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.





MAYOR Jimmy Burnette 770-868-7115
MAYOR PRO TEM Linnea Miller 678-592-4150
COUNCIL Dan Foster 678-404-9641
 Dick Goodman 678-446-7520
 Beth Hilscher 678-546-3388
 Doug Ireland 770-265-0880

CITY MANAGER Marty Allen 770-945-8996
ASSISTANT CITY MANAGER Denise Brinson 770-904-3385
ADMINISTRATIVE SERVICES Elvira Rogers 770-904-3376
BUSINESS SERVICES Jessica Roth 770-904-2789
FINANCIAL SERVICES Amie Sakmar 770-904-2797
PARKS & PUBLIC WORKS James Miller 770-904-3373
PLANNING Josh Campbell 770-904-3372
POLICE CHIEF Mike Jones 770-945-8995

330 Town Center Avenue,
 Suwanee, Georgia 30024
suwanee.com

