

CALLED COUNCIL MEETING
TUESDAY, JULY 2, 1991
7:00 P.M.

A G E N D A

- A) Funding for the Sewer Treatment Plant
- B) Executive Session with City Attorney concerning possible Litigation

CALLED COUNCIL MEETING
TUESDAY, JULY 2, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Mayor Pro-tem David Hawthorne, Council Members Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandra Richards, Director of Golf Bob Boltz, City Attorney Lee Thompson, Jim Aton and Grant Hayes with Hayes, James & Associates.

Meeting called to order at 7:08 p.m. by Mayor Pro-tem Hawthorne since the Mayor had not yet arrived.

Funding for Sewer Treatment Plant

City Manager Kathy Williamson, Director of Finance Sandra Richards and Jim Aton with Hayes, James & Associates are working on a concept to have Meca Associates finance the Sewer Treatment Plant. Discussion is held on this matter. Mr. Aton states that he will come up with the O&M costs of this concept and report back to the Council at a later date.

Social Security

Director of Finance Sandra Richards states that GMA has sent out a newsletter to all cities informing them of the new requirement beginning July 1, 1991 which states that all government employees, including elected officials, must pay social security taxes if not already covered under a qualified retirement system. Ms. Richards states that she will put the Mayor and Council on the payroll and take out the necessary social security taxes.

Golf Course Construction

Council Member Hawthorne states that he, nor the Director of Golf, feels that the golf course will be ready to play by October 15, 1991 for various reasons. Mr. Hawthorne states that we could focus on 9 holes to be opened by October 15, 1991, however, he feels that this will not be accomplished unless some things change. Mr. Hawthorne states that Willard Byrd is in charge of the golf course construction and he has made several threats and wrote several letters to Exterior Designs with no success. Mr. Hawthorne feels that Mr. Byrd does not want to pursue his threats for fear of a lawsuit against himself. Council Member Hawthorne moves to authorize the Director of Golf to work along with Mr. Byrd to expedite the construction and if there is no progress, Mr. Boltz is to report this back to the Council for further action. Second to the motion by Council Member Queen. Vote 3 for, 1 opposed-Council Member Morris. Motion carried 3 to 1.

Council Member Hawthorne will set up a meeting with Willard Byrd as soon as possible to inform him of this action.

Executive Session with City Attorney

Council Member Queen moves to recess the called meeting and to enter into a closed executive session with the City Attorney to discuss possible litigation. Second to the motion by Council Member Hawthorne. Vote unanimous.

**CALLED COUNCIL MEETING
TUESDAY, JULY 2, 1991
MINUTES, CONT'D.
PAGE 2**

Meeting recessed at 8:36 p.m.

Meeting reconvened at 9:40 p.m.

Phone Calls

Council Member Hawthorne states that Exterior Designs is demanding the City pay for \$1,600 worth of phone calls to 900 numbers. Mr. Hawthorne states that Mr. Buroff has an access code on the phone in order to call long distance and he has that access code posted above the phone, therefore, anyone could have used it. Discussion held on this matter. There is a general consensus among the Council that the City is not responsible for his phone bill.

Pirkle Property Line

City Attorney Lee Thompson states that no one knows where the actual boundary line is. He states that a survey was done incorrectly somewhere down the road and it will be very difficult to find out who made the mistake. Mr. Thompson suggests obtaining a construction easement from the Pirkles just to be safe. Discussion is held on this matter. Mr. Thompson will bring this matter back to the Council at a later date.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Queen. Vote unanimous.

Meeting adjourned at 10:00 p.m.

Judy A. Foster

ENGINEER'S COST ESTIMATE
 =====

PROJECT NAME: CITY OF SUGAR HILL, GA DATE : 5-10-91
 PROJECT NO: 90-199-ST PREPARED BY: RTR
 SUBJECT: PROJECT SUMMARY COST ESTIMATE CHECKED BY : JA

ITEM NO.	DESCRIPTION	EST. TOTAL FOR ITEM
1	WASTEWATER TREATMENT PLANT	\$758,000
2	RIVERSIDE INTERCEPTOR SEWER	\$479,400
3	LEVEL CREEK PUMP STATION AND FORCE MAIN	\$231,000
4	AYERSHIRE TWO PUMP STATIONS & FORCE MAIN	\$296,400
5	LEVEL CREEK INTERCEPTOR SEWER	\$227,700
6	RICHLAND CREEK INTERCEPTOR SEWER	\$513,000
7	SYCAMORE CREEK SEWER	\$120,900
8	SEWER CROSSINGS UNDER OUTER LOOP	\$55,700
SUBTOTAL		\$2,682,100
CONTINGENCIES @ 15%		\$402,315
ESTIMATED PROJECT CONSTRUCTION COSTS		\$3,084,415
ENGINEERING		\$185,065
SURVEYING		\$92,532
EASEMENTS		\$80,000
LEGAL AND ADMINISTRATIVE		\$92,532
TOTAL PROJECT COST		\$3,534,545

Georgia Department of Natural Resources

205 Butler Street, S.E., Suite 1252, Atlanta, Georgia 30334
Joe D. Tanner, Commissioner
404/656-3500

June 14, 1991

Honorable David T. Hawthorne
Mayor Pro Tem
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

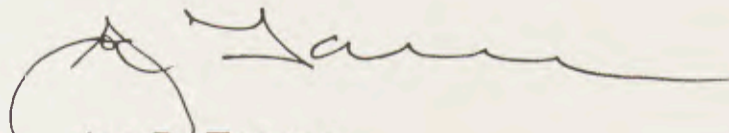
Dear Mayor Hawthorne:

In response to the June 10, 1991 application from the City of Sugar Hill for a temporary withdrawal from Richland Creek, the Environmental Protection Division (EPD) hereby concurs with that request with the following stipulations:

- 1) Maximum daily withdrawal and monthly average withdrawal shall not exceed 2.0 million gallons per day (mgd) and 1.2 mgd, respectively;
- 2) At no time shall the withdrawal from Richland Creek reduce the flow below 6.0 mgd (9.3 cfs) or the natural streamflow, whichever is less;
- 3) During periods of withdrawal, the flow in Richland Creek and the amount pumped from Richland Creek shall be monitored in a manner so as to provide evidence of compliance with Stipulation #2;
- 4) This withdrawal is considered transient and temporary and concurrence for this activity will expire November 30, 1991.

If you have any questions concerning this matter, please contact my staff.

Sincerely,



Joe D. Tanner
Commissioner

JDT/dvt

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: SANDRA RICHARDS
DATE: JUNE 20, 1991
RE: MANDATORY SOCIAL SECURITY

Attached is a letter from G.M.A reminding all governments of the new requirement beginning July 1, 1991. It is required by law that all government employees, including elected officials, to pay social security taxes if not already covered under a qualified retirement system.

I am requesting that we put the Mayor and all Council members on the payroll system and take out social security taxes. To put you under our current retirement system would be more expensive and more complicated due to the fact that our retirement system would have to prove to meet the minimum benefit standard as set by law.



**GEORGIA
MUNICIPAL
ASSOCIATION**

201 Pryor Street, SW • Atlanta, Georgia 30303 • 404/688-0472 • FAX: 404/577-6663

May 23, 1991

MEMORANDUM

TO : Mayors & Councilmember
c/o City Managers & City Clerks

FROM : James V. Burgess, Jr., GMA Executive Director

RE : **Mandatory Social Security**

Effective July 1, 1991, all state and local governments and their employees, including elected officials, will be required to pay social security taxes if they are not covered under a qualified retirement system established by their employer. Congress imposed this mandate upon cities last year as a part of the 1990 Omnibus Budget Reconciliation Act.

TPF&C is an actuarial consulting firm with whom GMEBS contracts for professional services relating to retirement, health and workers' compensation program services. TPF&C has prepared the attached summary of recently proposed regulations covering the requirements of this Act at GMA's request.

I believe this information will be useful to you in understanding the mandatory social security requirements. Please discuss these regulations with your city's accountant and city attorney if you have any questions concerning their impact on your city.

JVBjr/jtc
Attachment

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James V. Burgess, Jr.
Executive Director

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GMEBS Chairman:
Jim Calvin, City Manager, Toccoa

IRS GUIDANCE ON STATE AND LOCAL GOVERNMENT
EMPLOYEES AND ELECTED OFFICIALS COVERAGE UNDER FICA

OBRA '90 requires that all employees, with a few exceptions, of State and local governments who are not covered under a retirement system be covered under Social Security and subject to FICA taxes for services performed after July 1, 1991. Employees required to be covered under Social Security as a result of this provision would also be covered by Medicare. (Employees hired after March 31, 1986 are already subject to the Medicare portion of FICA tax.) Thus, beginning July 1, 1991, State and local government employers must withhold Social Security FICA tax (6.2% on wages up to \$53,400) and the Medicare portion of FICA tax (1.45% on wages up to \$125,000) from the wages paid to employees, including elected officials, who are not covered under a retirement system. Employers must also make a matching FICA contribution on behalf of those employees.

The IRS has recently released proposed regulations that would require that an employee be covered under a plan providing certain minimum retirement benefits, in order for the employee to be exempt from Social Security taxes. The IRS also issued a proposed Revenue Procedure that sets forth certain safe harbors that would satisfy the minimum benefit requirement for defined benefit plans. The following provides highlights of the proposed regulations and revenue procedure.

MINIMUM BENEFIT. In order for an employee to be exempt from Social Security coverage, the employee must be provided a benefit that is "comparable" to the old-age portion of Social Security. In the case of a defined benefit plan, the employee must receive a single life annuity at least equal to that which he would receive as the annual Primary Insurance Amount under Social Security at Social Security retirement age (currently age 65). This amount would be determined based on the employee's service and compensation with the employer. This would require an individual-by-individual calculation and could be quite costly and burdensome to do.

A defined contribution plan would have to provide an allocation at least equal to 7.5% of a participant's compensation.

Benefits provided by both qualified and non-qualified plans, e.g., tax-sheltered annuities and Section 457 plans, can be taken into account for purposes of determining whether the minimum benefit is provided. In addition, benefits provided by employee after-tax contributions and pretax contributions can be counted.

The rules would require employees who are currently excluded from plan participation, e.g., part-time, seasonal and temporary, and employees who do not meet any plan age and/or service requirement for participation, to be included in order to continue to be exempt from Social Security. In addition, part-time (20 hours or less per week), seasonal and temporary employees must also be fully vested at all times under the plan.

TPF&C

a Towers Perrin company

SAFE HARBOR. In order to alleviate the administrative burdens of determining whether a plan meets the minimum benefit requirement, a defined benefit plan would be allowed to satisfy the requirement under a safe harbor. Under the safe harbor, the plan would have to provide a benefit, payable as a single life annuity at age 65, equal to at least 1.5% of the employee's average compensation for each year of credited service. The plan would have to use no more than an average of three years of an employee's compensation (either the last three or three highest years). If the plan averaged compensation over a longer period, the "1.5% formula" would have to be increased. For example, if the plan averaged compensation over a 10-year period, the plan would have to provide a benefit of at least 1.75% of average compensation for each year of credited service.

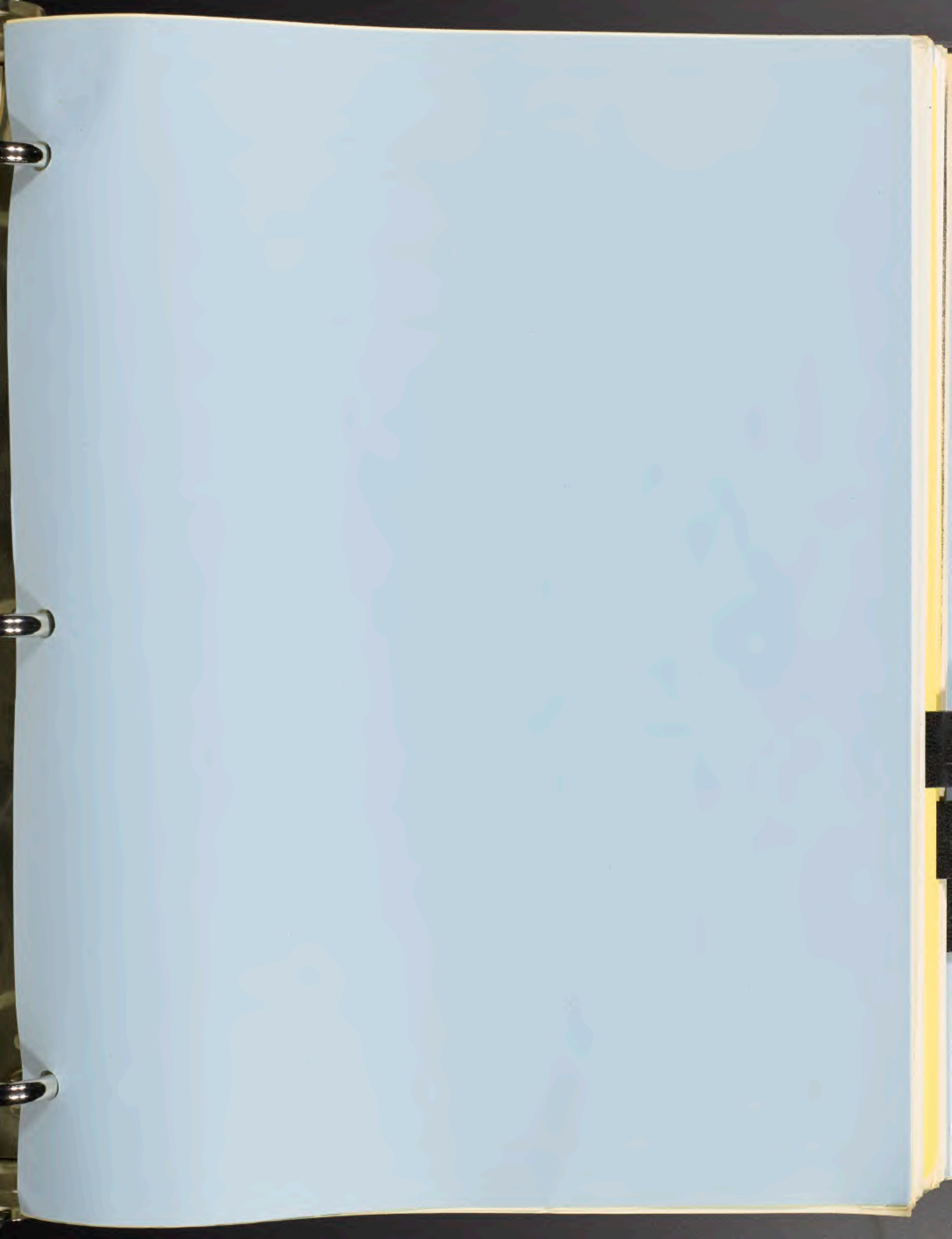
Compensation that would have to be taken into account is that considered wages for purposes of income tax withholding, generally those wages reported on Form W-2, up to the Social Security taxable wage base (currently \$53,400.) Elective deferrals would also have to be counted. This definition would require that the plan base benefits on overtime, as well as base pay, at least up to the wage base.

If a plan did not provide a benefit based on the "1.5% formula", the plan could continue to meet the safe harbor if it provided a benefit at least as great as that which the employee would have received under the "1.5% formula."

MEMBER. An employee is not a member of a plan prior to joining a plan. Thus, if a plan has a six month wait to join, Social Security taxes are due for those six months. An individual would be considered a member only if he actually accrued a benefit or receives an allocation. Under a special rule, an employee may be treated as a member for a calendar year if he accrued a benefit or received an allocation on the last day of the plan year before the current calendar year. In an employee's first and last years of participation, a "reasonable belief test" applies -- an employee who joins the plan immediately when hired may be treated as a member of the system if it is reasonable to believe that the employee will accrue a benefit that year.

Under a special rule, an employee may be treated as a member during the period July 1, through December 31, 1991, if it is reasonable to believe that the plan will be changed by the end of 1992 to include the employee, or that a new plan will be established. In order for this special rule to apply, steps must be taken to effect the change. The regulations provide an example where State officials publicize their proposal to amend a State plan to cover an excluded class retroactive to July 1, 1991, but the State legislature (due to its scheduled sessions) is unable to consider the bill until 1992.

EFFECTIVE DATE. The regulations are generally effective July 1, 1991. However, a defined benefit plan in existence on November 5, 1990 does not have to satisfy the minimum benefit requirement until the plan year beginning in 1993 (part-time, seasonal and temporary employees would still have to be covered by the plan to avoid Social Security tax.) This delayed effective date will not be available if there has been a material decrease in the level of benefits provided by the plan, or a material increase in the plan's coverage, e.g., covering part-time employees.



EMERGENCY CALLED COUNCIL MEETING
WEDNESDAY, JULY 3, 1991
4:00 P.M.

A G E N D A

A) Meeting with Golf Course Architect



EMERGENCY CALLED COUNCIL MEETING
WEDNESDAY, JULY 3, 1991
4:00 P.M.

MINUTES

In attendance: Mayor Pro-tem David Hawthorne, Council Members Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Golf Bob Boltz and Golf Course Architect Willard Byrd.

Meeting called to order at 4:02 p.m. by Mayor Pro-tem Hawthorne.

Willard Byrd

Mayor Pro-tem Hawthorne states that the Mayor and Council are concerned that the 18 holes of the golf course will not be ready to play by October 15, 1991, and asks Mr. Byrd what his opinion is. Willard Byrd states that the golf course has made alot of progress in the past three weeks since the weather has cooperated a little better. He feels that the golf course can be finished by that date. However, alot of factors are involved which could prevent it, mainly the weather. Mr. Byrd states that progress has been made with David Buroff, Exterior Designs, within the past few days. He has threatened to go to the Bonding Company, however, he has not pursued this yet because he is afraid that Mr. Buroff will file an injunction against the City which will delay the project until a settlement is made. Mr. Byrd feels that if Mr. Buroff would stay off site, Steve Blankenship, with Gary Standridge, and Tim Cox could finish the job. Mr. Byrd states that Tim Cox and Gary Standridge are concerned that they will not get paid for their work and he has assured them that the City would pay them if Mr. Buroff would not. Mr. Byrd reports that the ponds should be completed by the end of this week, the irrigation on the Red Nine is complete and he feels that Tim Cox will be finished with the majority of the grassing by the end of next week. Mr. Byrd states that the well needs to be running by the end of next week to fill the #5 pond. Mr. Byrd states that he has committed himself to complete the golf course and he intends to do so in as little time as possible.

Mayor Pro-tem Hawthorne states that the Council has decided to pursue only 9 holes at this time and to put the Director of Golf in the chain of command between Mr. Byrd and Stonehenge Engineers. Mr. Byrd feels sure that the 9 holes can be complete by October 15, 1991. He also states that Stonehenge Engineers were used strictly for ponds and irrigation purposes and are no longer needed. Director of Golf Bob Boltz states that the pump is in at Richland Creek and should be operable at any time now.

Mr. Byrd asks for assurance from the Council that the subcontractors will be paid at the golf course. The Council assures Mr. Byrd that they will pay the subcontractors themselves, if needed, and subtract it from EDI drafts.

There is a general consensus among the Council to have Mr. Byrd and Mr. Boltz work together and utilize Stonehenge Engineers on an as needed basis only. Mr. Byrd states that he will write a letter to Stonehenge to this effect.

EMERGENCY CALLED COUNCIL MEETING
WEDNESDAY, JULY 3, 1991
MINUTES, CONT'D.
PAGE 2

Mayor Pro-tem Hawthorne states that we have not yet received an invoice from Mr. Byrd. Mr. Byrd states that he is aware of that and he states that he intends to fight Keck & Wood on some matters before he bills the City. Mr. Hawthorne informs Mr. Byrd that the City is considering litigation with Keck & Wood as well and is documenting information to that effect. Mr. Byrd states that he will contribute any documentation he has as well.

Mr. Byrd states that he is prepared to approach Keck & Wood at this time and asks the Council if they have a problem with that. There is a general consensus among the Council that Mr. Byrd call the City Attorney and if he has no problem with it, then the Council has no problem with it.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting adjourned at 5:02 p.m.

Judy L. Foster

MAYOR & COUNCIL MEETING
MONDAY, JULY 8, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.
Swear in Judge Margaret Washburn.
Swear in Judge Pro-tem Don Hudson.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) Administrative Variances - Public Hearing
- B) Traffic Signal at Highway 20 and Hillcrest Drive

New Business

- A) Recycling Proposal
- B) Plan Reviews for Sugar Crossings Subdivision
- C) Plan Reviews for The Springs at Sugar Hill Subdivision
- D) Request for Pay Phones
- E) Computer Proposals

City Manager's Report

- A) Gas Authority Contracts
- B) Cathodic Ground Bed for Border Street
- C) Request for Vehicle
- D) Request for Tree Removal
- E) Request for Tires for Dump Truck
- F) Request for Supplies in Utility Department

City Clerk's Report

- A) Rezoning Fees

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, JULY 8, 1991
7:30 P.M.

MINUTES

Notice posted at 12:00 noon on Friday, July 5, 1991.

In attendance: Mayor George Haggard, and Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:38 p.m. by Mayor Haggard.

Mayor Haggard calls for a moment of silence followed by the pledge to the flag led by Council Member Hawthorne.

Oaths

Mayor Haggard swears in the new City Judge Margaret Washburn and the Associate Judge Don Hudson.

Minutes

Council Member Hawthorne moves to approve the minutes from last month's Council Meetings. Second to the motion by Council Member Everett. Vote unanimous.

Planning & Zoning Board

City Clerk Judy Foster reads the minutes from the Planning & Zoning Board Meeting last month.

Appeals Board

City Clerk Judy Foster reads the minutes from the Appeals Board Meeting last month.

Recreation Board

Council Member Queen reports that the Spring Softball Leagues have ended and the Summer Leagues have begun.

Budget & Finance

Council Member Hawthorne reports that the City is favorable to budget by approximately \$400,000. Refer to report submitted by Mr. Hawthorne.

Administrative Variances

City Manager Kathy Williamson states that this is the public hearing for the Ordinance which would allow the City Manager and Chief Building Inspector to grant variances administratively up to 10' for front and rear yard setbacks and up to 5' for side yard setbacks. Ms. Williamson reads the Ordinance. Council Member Hawthorne moves to adopt the Ordinance as read. Second to the motion by Council Member Queen. Vote unanimous.

Traffic Signal at Highway 20 and Hillcrest Drive

City Manager Kathy Williamson states that the Council has a copy of the letter from the Georgia Department of Transportation enclosed in their packets, which states that the proposed traffic signal for Highway 20 and Hillcrest Drive is not feasible at this time. Refer to letter.

Recycling Proposal

Pat O'Connor, of Gwinnett Sanitation Inc., is present to propose a recycling program for the City. Refer to proposal. Mr. O'Connor states that this program is very similar to the City of Lilburn's program which has been in effect for almost 2 years. The program will be on a volunteer basis only. Mr. O'Connor states that they are working jointly with Gwinnett Clean & Beautiful and Gwinnett C&B will benefit all the profits from this project. The costs for each resident would be \$2.00 per month added to their sanitation bill. Mayor Haggard states that some of the Senior Citizens who are on fixed incomes may not be able to afford that. Mr. O'Connor states that they will work with the elderly and those on low income budgets. Council Member Hawthorne states that the citizens will pay for it sooner or later, either through recycling to keep the landfills from filling up so quickly, or through landfill costs which would increase their monthly sanitation bill. Council Member Queen feels that this is a very good proposal, however, the City will have to find some way to pay for this because she feels the residents are not quite ready for recycling yet. Mr. O'Connor states that this is only for the Council to review. Council Member Hawthorne suggests having a public forum for public input and that this forum could be advertised in the next regularly scheduled newsletter. City Manager Kathy Williamson states that 89% of the people who responded to the surveys, mailed out by the Betterment Committee this year, were favorable to recycling. Mr. Hawthorne states that the survey did not ask if the resident would be willing to pay for the recycling. Ms. Williamson will further review this matter.

Utility Barn Expansion

City Manager Kathy Williamson states that Button Gwinnett Landfill is building the City a 3 stall utility barn since they are assuming the one at the landfill. Ms. Williamson states that for \$20,000 more, the City could double the size of the barn. Ms. Williamson states that the Director of Finance has stated that this could be financed through the Bricks & Mortar Section of the GMA Pooled Leasing Program. Refer to memo. Council Member Hawthorne moves to authorize a maximum of \$20,000 from the GMA Pooled Leasing Program for the purpose of expanding the utility barn to 6 stalls. Second to the motion by Council Member Morris. Vote unanimous.

Plan Reviews for Sugar Crossings Subdivision

Mr. Allen Richardson presents proposed plans to the Mayor and Council. Council Member Hawthorne asks Mr. Richardson if Austin Garner Road has been paved. Mr. Richardson states that the County has roll tested the road and it appears to be ready to pave. Discussion was held concerning the plans. Council Member Hawthorne moves to approve the plans for the Sugar Crossings Subdivision and includes a stipulation that no CO's will be issued in the subdivision until Austin Garner Road has been paved. Second to the motion by Council Member Morris. Vote 4 for, 1 abstains - Council Member Everett. Motion carried.

Plan Reviews for The Springs at Sugar Hill Subdivision

Mr. John Stone presents proposed plans to the Mayor and Council. Discussion was held concerning the plans. Council Member Hawthorne moves to approve the plans for the Springs at Sugar Hill Subdivision with the stipulations recommended by the Planning & Zoning Board. Second to the motion by Council Member Morris. Vote unanimous.

Request for Pay Phones

City Clerk Judy Foster is requesting a pay phone be installed in City Hall and possibly one installed at the park and golf course. Ms. Foster states that Communications Central Inc. has made a proposal to the City which would not cost the City a thing except for the electricity to run a light and the computer in the phone. There is no installation charge or service charges and the City will receive a 20% commission of the gross profits from the phone. Refer to proposal. Ms. Foster states that the City Attorney has reviewed this 5 year contract and did not have a problem with it. Discussion is held on this matter. Council Member Morris moves to have the pay phone installed in City Hall. Second to the motion by Council Member Everett. Vote unanimous.

Computer Proposals

Director of Finance Sandra Richards is requesting a new computer system for the City which would cost approximately \$40,000, which would be paid for from the GMA Pooled Leasing Funds. Ms. Richards states that the auditor has been saying for the past few years that a new computer system is needed since ours is so outdated. The bid Ms. Richards is recommending is from Tailored Business Systems and includes 5 new terminals and on-site training. Ms. Richards states that she has checked references on this company and has heard nothing but positive reports. Ms. Richards states that all pertinent people who utilize the computers have reviewed the software and were very impressed. Council Member Hawthorne asks about the change over onto the new system. Ms. Richards states that it will be difficult, however, it is possible and TBS has stated that they will do whatever is necessary to expedite the procedure. Mayor Haggard asks if we currently have a computer contract with Keck & Wood. Ms. Richards states no, we are only leasing the software from Keck & Wood and we have no contract with them. Mr. Hawthorne asks why we are purchasing new hardware. Ms. Richards states that our current hardware is not under warranty anymore and the manufacturer has gone out of business. Ms. Richards states that the new hardware will be IBM and has an exceptional reputation. Council Member Hawthorne moves to authorize the funds from the GMA Pooled Leasing Program to purchase the new computer system upon the recommendation of the Director of Finance. Second to the motion by Council Member Morris. Vote unanimous.

Recess

Mayor Haggard calls for a 5 minute recess.

Meeting reconvened at 9:17 p.m. by Mayor Haggard.

Gas Authority Contracts

Mr. David Van Landingham is present from Keck & Wood Inc., Gas Consultants, to recommend approval of the 25 Year Gas Authority Contract and Supplemental Contract. Council Member Queen states that she understands the city can get out of the contract after 5 years but asks Mr. Van Landingham what it would cost the City to do so. Mr. Van Landingham states that the City can get out of the contract after 5 years, however, we would have to fulfill the remainder of the supplemental contract, which in this case would be one more year since the supplemental contract is for 6 years. Council Member Hawthorne asks what would happen if the City refused to sign the contract. Mr. Van Landingham states that the City would have to purchase their gas themselves or through a marketing company. City Manager Kathy Williamson states that she feels sure the City could purchase gas right now from another company and probably even at a cheaper rate, but her concern is that in the winter, we would not be able to purchase any gas because of the City having only one take point. Ms. Williamson states that the City Attorney has reviewed the contracts and is opposed to signing them and she agrees with him, but she doesn't think the City has much of a choice because we have to have gas to supply to our customers. Discussion is held on this matter. Council Member Hawthorne moves to sign the 25 Year Gas Contract and Supplemental Contract under duress. Second to the motion by Council Member Morris. Mr. Hawthorne states that he disagrees with the management of the Gas Authority and the City has expressed their concerns with the Authority and they have refused to cooperate and he feels that the City has no choice but to sign the contract if they want to continue gas service to its customers. Vote 3 for, 2 opposed - Council Members Roger Everett and Reuben Davis. Motion carried 3-2.

Cathodic Ground Bed for Border Street

City Manager Kathy Williamson states that a cathodic ground bed is needed at Border Street and the cost for this bed and the survey will be approximately \$3,200. Council Member Hawthorne moves to authorize the funds for the survey and the cathodic ground bed. Second to the motion by Council Member Queen. Vote unanimous.

Storm Water Management Plan

City Manager Kathy Williamson states that the City has to have a Storm Water Management Plan by November 18, 1991 and Gwinnett County has approached the City about being included in their overall plan. Refer to memo from Ken Crowe. Ms. Williamson recommends to the Mayor and Council that the City join Gwinnett County in this plan. Council Member Hawthorne moves to join Gwinnett County in their Storm Water Management Plan. Second to the motion by Council Member Queen. Vote unanimous.

Request for Vehicle

Ken Crowe is requesting a vehicle to be used in the Planning & Development Department. He has obtained several bids from different dealers. Refer to memo. Mr. Crowe states that the same letter was sent to all dealers and some dealers met the specifications and some did not. The trucks that have the lowest bids are for V6 engines and a lot of options. Mr. Crowe

states that the letter requested bids for V8 engines, however, he feels a V6 will suffice. Mr. Crowe states that he has no preference. Council Member Hawthorne moves to authorize the funds to purchase the 1991 white Chevrolet Silverado from Nash Chevrolet for \$11,850 since it was the low bid. Second to the motion by Council Member Morris. Vote unanimous.

Request for Tree Removal

City Manager Kathy Williamson states that this matter needs to be tabled until a later date in order to obtain more bids. Tabled.

Request for Tires for Dump Truck

Council Member Hawthorne moves to authorize the funds, approximately \$950, to purchase new tires for the dump truck from Hill and Son Tires per recommendation of the Chief Building Inspector. Refer to memo. Second to the motion by Council Member Morris. Vote unanimous.

Request for Supplies in Utility Department

Council Member Hawthorne moves to authorize the funds, approximately \$3,390, to purchase the supplies requested by the Utility Department. Refer to memo. Second to the motion by Council Member Morris. Vote unanimous.

Bids for Maltdie Court Sewer Interceptor Line Construction

City Manager Kathy Williamson opens the two bids for the construction of the sewer interceptor line for Maltdie Court. The first bid is from Amos Backhoe Service for \$16,545.50 and they plan to complete the project within 10 days. The second bid is from Craig Construction Company for \$24,563.45. Ms. Williamson states that both companies have done satisfactory work for the City. Council Member Hawthorne asks Jim Aton with Hayes, James and Associates if these bids are in line with their estimations. Mr. Aton states that .27¢ per foot is rather expensive but this is a complicated job because of the terrain. Mr. Aton states that this does not include the pipe or the manholes which the City is supposed to provide. Council Member Queen moves to authorize Amos Backhoe Service to complete the construction of the sewer interceptor line for Maltdie Court and the funds to purchase the pipe and manholes at the least cost to the City. Second to the motion by Council Member Everett. Vote unanimous.

Rezoning Fees

City Clerk Judy Foster states that the City is outdated concerning rezoning fees as in comparison to the other cities within the County. Refer to memo. Ms. Foster states that this is for the Council to review. Council Member Hawthorne moves to adopt the same Rezoning Fee Schedule as the City of Lilburn which is as follows: \$150 for AF, RS100, RS150, RS175, RS200 and MH - \$250 for RG80, O&I and HSB - \$300 for BG - \$350 for LM, HM-1 and HM2. Second to the motion by Council Member Queen. Vote unanimous.

Director of Golf's Report

Director of Golf Bob Boltz reports that the first irrigation pump is running and can spray 15 heads. Another pump should be running by the end of this week. Mr. Boltz states that they are beginning the training program for

**MAYOR & COUNCIL MEETING
MONDAY, JULY 8, 1991
MINUTES, CONT'D.
PAGE 6**

the satellites and computer training will begin next week. He reports that the ponds are 90% filled and the seeding of the first 9 holes are 80% complete. Mr. Boltz states that the prison crew has worked for about a month now at the golf course and have done an excellent job.

Request for Funds to Complete Wells

Director of Golf Bob Boltz states that we have dug two wells. The first well did not produce anything but the second well has produced 175 gallons per minute. The casing and ceiling are complete and cost \$13,875. There is an additional \$10,045 needed for the pump and piping to get the water to the surface. Mr. Boltz states that \$20,000 has already been approved, therefore, he is requesting an additional \$3,845 to complete the pump and piping to get the water to the surface. Mr. Boltz states that pump station #2 is within 100 yards of the transformer and he is contacting an electrician to hook this up. Also, Mr. Boltz has requested a quote from the irrigation people for a 4" line that is needed from the well pump to Pond #4 where the water will be utilized. Mr. Boltz states that he does not have these quotes yet but is estimating that they will cost no more than \$5,000. Therefore, Mr. Boltz is requesting another \$8,000 - \$9,000 to complete this project. Council Member Hawthorne moves to authorize the funds to complete this project. Second to the motion by Council Member Davis. Vote unanimous.

Council Reports

Council Member Queen states that Connie Wiggins has contacted her about having a representative from the City to serve on the Municipal Solid Waste Advisory Council. Council Member Queen moves to appoint David Hawthorne to serve on this Council. Second to the motion by Council Member Davis. Vote unanimous.

Council Member Queen reports that Lynn Donaldson from Northside Fence and Gardens has contacted her and expressed that she would be interested in having recycling dumpsters placed at her place of business. Council Member Hawthorne states that this could be addressed in the town forum for recycling. City Manager Kathy Williamson states that she will contact GSI about the cost of these dumpsters.

Citizen's Comments

Mr. Johnson states that he has received some complaints about a sewer odor in the Hillcrest Woods Subdivision. Collections System Supervisor Donna Zinskie states that Mr. Johnson reported this matter to her before the meeting and she will correct the problem. Mayor Haggard states that he thought we were deodorizing that liftstation regularly. Ms. Zinskie states that we have a drip system that deodorizes regularly, however, during the summer months especially, some of the liftstations have to be concentrated with the deodorants.

Recess

Council Member Hawthorne moves to recess into a Closed Executive Session with the Mayor and Council concerning a real estate matter. Second to the motion by Council Member Morris. Vote unanimous.

MAYOR & COUNCIL MEETING
MONDAY, JULY 8, 1991
MINUTES, CONT'D.
PAGE 7

Meeting recessed at 10:01 p.m.

Meeting reconvened at 10:20 p.m.

Sewer Treatment Plant Funding

Jim Aton and Grant Hayes are present from Hayes, James & Associates and are presenting more information on the funding proposal for the sewer treatment plant. Refer to reports disseminated by HJ&A. Discussion is held on this matter. HJ&A costs for engineering the sewer treatment plant will be approximately \$429,050. Discussion is held on this matter. There is a general consensus among the Council that this matter will have to be reviewed by the City CPA before any action will be taken.

GGFOA Conference

Director of Finance Sandra Richards is requesting the Council allow her to attend the annual GGFOA Conference in St. Simons on October 8-11. The cost for registration is \$250 and the room is \$75 per night. Council Member Morris moves to authorize the funds for the Director of Finance to attend this conference. Second to the motion by Council Member Hawthorne. Vote unanimous.

Homestead Exemptions

City Clerk Judy Foster states that the public referendum for homestead exemptions will be held along with the regular election in October of this year. Ms. Foster asks the Council if they want to go ahead and give the exemptions again this year or wait until next year. Council Member Queen moves to give the \$2,000 homestead exemption and additional \$2,000 exemption for the elderly and/or disabled this year. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Queen. Vote unanimous.

Meeting adjourned at 11:08 p.m.

Judy L. Foster

OATH OF OFFICE

I swear or affirm that I will honestly and faithfully perform all of the duties required of me as Judge of the Municipal Court of the City of Sugar Hill, Georgia, to the best of my ability and without fear, favor or partiality.

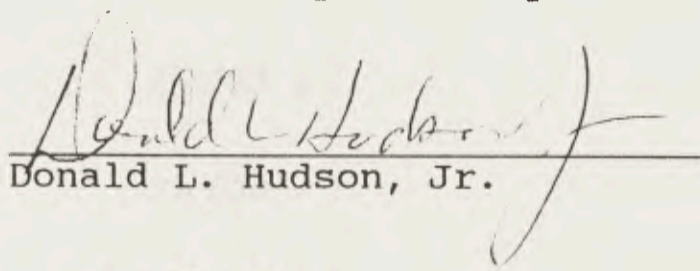
Margaret Gettle Washburn
Margaret Gettle Washburn

Date 7/8/91



OATH OF OFFICE

I swear or affirm that I will honestly and faithfully perform all of the duties required of me as Associate Judge of the Municipal Court of the City of Sugar Hill, Georgia, to the best of my ability and without fear, favor or partiality.


Donald L. Hudson, Jr.

7/8/91
Date



6 MONTHS 1991
OPERATING PROFIT/LOSS REVIEW

~~DA~~ 7/8/91

YEAR TO DATE
REVENUES VS EXPENSES
VARIANCE

GENERAL FUND	\$ 63,164	
SANITATION	< 6,409 >	
GAS	447,206	
WATER	22,285	
STREET + BRIDGE	< 59,074 >	
SEWER	22,580	
GOLF COURSE	< 97,436 >	
	<u>\$ 397,316</u>	FAVORABLE

NON-OPERATING REVENUES

Interest of surplus funds	\$ 42,881	
Sewer tap on fees	244,191	
Construction fund interest	17,996	
	<u>\$ 305,068</u>	
less	<u>293,279</u>	50% of 1989 Bond Principal + Interest
	\$ 11,789	

YTD. REVENUE (all sources)	2,252,472
YTD. EXPENSES (inc bond prin + int.)	<u>1,844,367</u>
	\$ 408,105

1991 PROPERTY TAX REVENUE ESTIMATE \$ 220,000

ORDINANCE

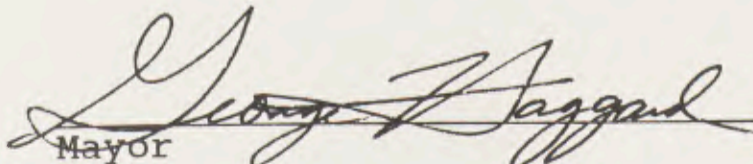
THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS:


That the Zoning Ordinance of the City of Sugar Hill, Georgia, is hereby amended by adding the following Subparagraph (6) to Section 1300 of Article XIII:

- (6) Granting administrative variances from the development standards of this Ordinance where, in the City Manager's opinion, the intent of the Ordinance can be achieved and equal performance obtained by granting the administrative variance. Administrative variances shall only be granted with the concurrence of the Chief Building Inspection and such variances shall be limited to variances for front and rear yards up to a maximum of ten (10) feet and for side yards up to a maximum of five (5) feet. All other variances shall require the approval of the Board of Zoning Appeals as set forth in Article XIV of this Ordinance.

Except as herein set forth, all other provisions of the Zoning Ordinance of the City of Sugar Hill, Georgia, shall remain in full force and effect and shall not be affected by this amendment.

IT IS SO ORDAINED, this 8th day of July, 1991.


Mayor


Council Member

James D. [unclear]
Council Member

[unclear]
Council Member

Robert L. Lewis
Council Member

Thomas E. Morris
Council Member

ATTEST:

Judy K. [unclear]
City Clerk





Department of Transportation
State of Georgia
No. 2 Capitol Square
Atlanta, Georgia 30334-1002

HAL RIVES
COMMISSIONER

G. CHARLES LEWIS
STATE HIGHWAY ENGINEER

FLOYD E. HARDY
DEPUTY COMMISSIONER

ARTHUR A. VAUGHN
TREASURER

June 21, 1991

The Honorable Don White
STATE SENATOR - DISTRICT 48
150 Bayswater Drive
Suwanee, Georgia 30174

Dear Don:

Back on April 29, 1991, you requested that I have a study made of the intersection of State Route 20 with Hillcrest Road in the City of Sugar Hill. That study is now complete. Please allow me to give you some of the findings:

The intersection in question is between two signalized intersections on State Route 20. These being Sycamore Road which is 1,425' west and Peachtree Industrial Boulevard which is 2,300' to the east. The intersection is located at the crest of a vertical curve which has acceptable geometrics for the posted speed limit of 45 MPH. Traffic volumes at the intersection indicate minimal turbulence which results from traffic entering or crossing State Route 20 from Hillcrest Drive. Based on the foregoing I would make several recommendations to you, as follows:

- 1) Our spot speed checks indicate that the traffic routinely exceeds the posted speed of 45 MPH, approaching an average speed of 54 MPH. It is suggested that the City of Sugar Hill and Gwinnett County provide some increased enforcement and/or surveillance in an attempt to reduce the average speed of the traffic.
- 2) Signalization is not warranted at this time based on delays, accident experience and efficiency.
- 3) Traffic volumes on SR 20 at this location are fairly high and expected to increase. It might be necessary to consider extending the four lane that we now have west of Peachtree Industrial Boulevard.

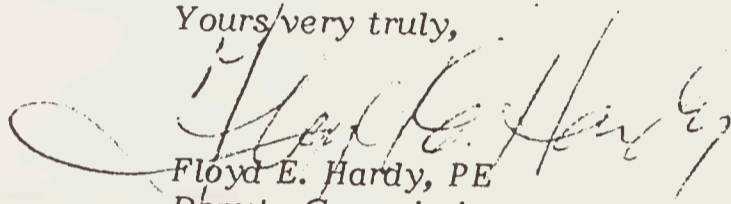
Based on the above factors, I believe the intersection is operating at an acceptable level of service. By copy of this letter, though, I am requesting our Office of Traffic and Safety in District One to periodically monitor the operation to assure that



these conclusions continue to be supported by the facts.

Thank you for bringing the intersection to my attention.

Yours very truly,



Floyd E. Hardy, PE
Deputy Commissioner

FEH/blw

c: Mr. Hugh Tyner

PROPOSAL TO PROVIDE
CURBSIDE COLLECTION OF
RECYCLABLE MATERIAL

PRESENTED TO THE
CITY OF SUGAR HILL
SUGAR HILL, GEORGIA

MAYOR:

MR. GEORGE HAGGARD

MEMBERS OF THE COUNCIL:

MS. BOBBIE QUEEN
MR. REUBEN DAVIS
MR. DAVID HAWTHORNE
MR. THOMAS MORRIS
MR. ROGER EVERETT

CITY MANAGER:

MS. KATHY WILLIAMSON

CITY CLERK:

MR. JUDY FOSTER

PREPARED BY:

GWINNETT SANITATION, INC.
4145 ARCADIA INDUSTRIAL CIRCLE
LILBURN, GEORGIA 30247
JUNE 19, 1991

T A B L E O F C O N T E N T S

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WHAT CAN GWINNETT SANITATION DO FOR THE
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 COST 5

CONCLUSION: 5

I N T R O D U C T I O N

GWINNETT SANITATION INC., A RESIDENTIAL WASTE HAULING COMPANY BASED IN LILBURN, GEORGIA, IS PRIVATELY OWNED BY GWINNETT BUSINESSMAN, MR. EDWARD A. GROVE. THE COMPANY WAS FOUNDED IN 1973, AND NOW SERVES THE MUNICIPALITIES OF LILBURN, NORCROSS, SUGAR HILL, AND APPROXIMATELY 35,000 HOMES IN UNINCORPORATED GWINNETT COUNTY. MR. GROVE ALSO OWNS GSI, A COMMERCIAL WASTE HAULING COMPANY, AND BUTTON GWINNETT LANDFILL, OPERATING LOCATIONS IN SUGAR HILL AND ON ARNOLD ROAD IN LAWRENCEVILLE.

THE QUALITY OF THE PEOPLE WE EMPLOY AND THE SERVICE LEVEL WE PROVIDE ARE EXEMPLIFIED BY THE GROWTH PICTURE PREVIOUSLY INDICATED. WE LIVE AND WORK IN GWINNETT - PAY TAXES AND SEND OUR CHILDREN TO SCHOOL IN THIS COUNTY. WE LOOK FORWARD TO WORKING WITH THE CITY OF SUGAR HILL AND ITS STAFF TO CONTINUE TO PROVIDE A SUCCESSFUL RECYCLING PROGRAM AND TO PARTICIPATING IN ALL ENVIRONMENTALLY SOUND PROJECT THE CITY WISHES TO UNDERTAKE...

W E A R E A S E R V I C E C O M P A N Y !

WHAT CAN GWINNETT SANITATION
DO FOR THE CITY OF SUGAR HILL?

COLLECT:

* FROM WHO?

SINGLE FAMILY HOMES

DUPLEX UNITS

OTHERS RECEIVING ROUTINE RESIDENTIAL
SANITATION SERVICE

* WHAT?

NEWSPAPERS

ALUMINUM

GLASS

PLASTIC

* HOW?

BIN METHOD - 18 GALLON PLASTIC

CO-MINGLED

CURBSIDE

CUSTOM PRINTED BINS

TRUCKS

SPECIALIZED RECYCLING VEHICLES

FREQUENCY

ONCE PER WEEK?

TWICE PER MONTH?

R E S P O N S I B I L I T I E S

- * PARTICIPANTS SET OUT ACCEPTABLE RECYCLABLE ITEMS.
- * GWINNETT SANITATION RETAINS AND PROCESSES RECOVERED MATERIALS THROUGH A SEPARATION FACILITY.
- * GWINNETT SANITATION PROVIDES VERIFICATION OF MATERIAL DISPOSITION.
- * GWINNETT SANITATION PROVIDES REPORTS ON ALL ITEMS.

G W I N N E T T S A N I T A T I O N I N C . P E R F O R M A N C E :

- * WE HAVE PROVIDED HAULING SERVICES FOR 18 YEARS!
- * MANAGEMENT AND STAFF ALREADY IN PLACE.
- * TELEPHONE RECYCLING "HOTLINE" PROVIDED.
- * RESPONSES TO COMPLAINTS DOCUMENTED.
- * DIRECT COORDINATION WITH CITY STAFF.
- * BONDED AND INSURED - SOUND BUSINESS PRINCIPLES.
- * ASSIST CITY WITH ONGOING EFFORTS TO EDUCATED PUBLIC.

R E P O R T S :

- * QUARTERLY AND ANNUALLY.
- * WEIGHTS OF RECYCLABLES COLLECTED.
- * PARTICIPATION RATES.
- * MONTHLY MEETINGS TO FINE-TUNE PROGRAM.

A S S U M P T I O N S :

- * RECYCLING ROUTES RUN ON REGULAR TRASH DAY.
- * TOTAL OF 2,000 HOUSEHOLDS IN SUGAR HILL.
- * PROPOSAL BASED ON THREE YEAR CONTRACT.

C O S T :

- * FLAT RATE PER DWELLING RECEIVING RESIDENTIAL SANITATION SERVICE,

ONCE PER WEEK SERVICE AT \$2.00 PER RESIDENT, PER MONTH.

TWICE PER MONTH SERVICE AT \$1.50 PER RESIDENT, PER MONTH.

(ABOVE COST GOOD FOR ONE YEAR)

- * ANNUAL INCREASE BASED ON ATLANTA AREA CONSUMER PRICE INDEX, NOT TO EXCEED 5% PER YEAR.
- * CURBSIDE RECYCLING SERVICES BILLED TO CITY MONTHLY.
- * BINS PROVIDED AT NO COST TO THE CITY.

C O N C L U S I O N :

GWINNETT SANITATION INC., WILL TO PROVIDE AN EXCELLENT RECYCLING SERVICE TO THE CITY OF SUGAR HILL.

- * SUCCESS WITH THE INITIAL LILBURN PILOT PROGRAM.
- * EXPERIENCE WITH RECYCLING SERVICES.
- * RECOMMENDATIONS FROM OUR EXPERIENCE.
RECYCLING AT LANDFILLS, WHITE GOODS, TIRES,
BATTERIES
RECYCLING AT COMMERCIAL LEVEL
- * SUCCESSFUL PREVIOUS MUNICIPAL WASTE HAULING SERVICE EXPERIENCE.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: JUNE 17, 1991
RE: REQUEST FOR CONSTRUCTION OF NEW UTILITY BARN

I am requesting approval for the purpose of constructing a new utility barn at the landfill. The city has outgrown the now existing barn at the landfill and feels that it is more cost effective to construct a larger facility to fit our current needs.

Button Gwinnett has agreed to pay for constructing a 3 stall barn, since they will be assuming ours. All the city of Sugar Hill would need to expend is approximately \$20,000 to complete a 6 stall barn. It is my intention that when the Bricks and Mortar section of the G.M.A pooled lease funds are completed, that we be reimbursed the full amount of construction.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: Mayor & Council
FROM: Ken Crowe
RE: Sugar Crossing Subdivision
DATE: July 5, 1991

In your recommendation on Sugar Crossing Subdivision please be aware that Austin Garner Road is not paved.

I have spoken to Mr. Richardson about this and he is aware that our ordinances require paved access to new residential developments.

If Gwinnett County has the road paved by the time Mr. Richardson is finished with his development then we have no problem.

I told Mr. Richardson that I felt that the City would be able to offer him a development permit if he was willing to take a chance on Gwinnett County. We would also issue building permits if the road was not yet paved but hold them until their was paved access to the development.

If you have no problems with these conditions then I would suggest we grant a development permit for Sugar Crossing with the stipulations regarding the paving of Austin Garner Road being made an official part of the minutes.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716

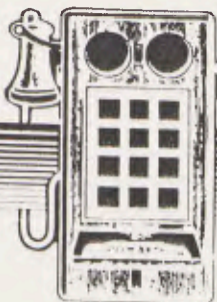


TO: Mayor & Council
FROM: Ken Crowe
RE: The Springs Subdivision
DATE: July 5, 1991

A called meeting will be held at 7:00 p.m. on Monday July 8, 1991 by the Planning and Zoning Board to make recommendation on this development.

I would ask that you follow their recommendations.

Communications



Central Inc.

Public Telecommunications

June 10, 1991

Mrs. Kathy Williamson
Sugar Hill City Manager
4988 West Broad Street
Sugar Hill, GA 30518

Dear Kathy:

Enclosed you will find information concerning the operation of Communications Central Inc. (CCI). We are a private payphone company and are interested in discussing with you the placement of phones in your community of Sugar Hill, Georgia.

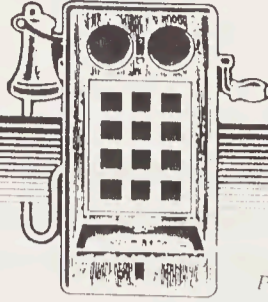
CCI owns, operates, manages and services pay telephones in Virginia, North Carolina, South Carolina, Georgia, Florida, Tennessee and Texas. CCI services approximately 3000 pay telephones in these states. Although we are not the largest private pay telephone operator in the U.S., CCI enjoys a superb reputation for customer service, technical expertise, industry leadership in regulatory matters and dependable monthly commission checks with customized reports for multiple locations.

So you understand how our company operates, I'd like to take this brief moment to give you the details. To start with there is no cost to the customer. We make arrangements with the local phone company to place lines at the location(s) designated and assume all expense. CCI will maintain the phone(s) including repair of service problems, vandalism, and bi-monthly collections. The only obligation the customer has is to provide the 110-volt AC to each payphone which is necessary to operate the light inside the enclosure and also the computer located inside the phone, but CCI will handle the hook up of the electric at the time of installation. We offer a 20% commission payable to the customer on all net coin profits and all 0+, 1+ and all credit card calls made monthly. CCI will handle payment of all phone bills.

1150 Northmeadow Pkwy • Suite 118 • Roswell, Georgia 30076

General Office Tel: 800 652-0774 • 404 751-0052 • Fax: 404 751-9944 • Service: 800 666-9224

Communications



Central Inc.

Public Telecommunications

We are confident CCI is the best choice in the public communications industry because of our integrity and history of growth and longevity in the pay telephone business.

We look forward to developing a mutually beneficial relationship between our firms. If any questions arise, please feel free to call at (404) 751-0052.

Sincerely,

Laura Rauter

Laura Rauter
Marketing Representative

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the "Agreement") made and entered into as of the _____ day of _____, 19____, by and between COMMUNICATIONS CENTRAL INC., a Georgia corporation having its principal place of business at 1150 Northmeadow Pkwy., Suite #118, Roswell, Georgia, 30076 ("CCI"); and _____, a _____, having its principal place of business at _____ ("Customer").

WITNESSETH:

WHEREAS, CCI owns certain payphone equipment which it desires to locate on Customer's premises; and

WHEREAS, Customer desires to grant CCI the exclusive right and privilege to locate and operate its payphones on Customer's premises in accordance with the terms hereinafter set forth; and

WHEREAS, the parties hereto desire that this Agreement set forth their full and complete understanding and agreement with respect to the subject matter set forth herein;

NOW, THEREFORE, for and in consideration of the mutual promises herein contained, and for other good and valuable consideration, the receipt, sufficiency and adequacy of which are hereby acknowledged, the parties hereto, each intending to be legally bound, do hereby agree as follows:

1. **Exclusive License.** Customer hereby grants to CCI the exclusive right, license and privilege, for a period of five (5) years from and after the date hereof, to install and operate payphones upon the premises of Customer at such locations which are set forth in Exhibit "A" attached hereto and by this reference made an integral part hereof (the "Premises"). The parties agree that CCI shall have the right, during the term of this Agreement, to replace originally installed payphone equipment with further comparable or improved payphone equipment as CCI shall, during the term of this Agreement, desire to install upon the Premises (the initially installed payphone equipment, together with such payphone equipment as may be installed in the future, being hereinafter collectively referred to as the "Hardware"). To induce CCI to install the Hardware at the Premises, Customer hereby represents and warrants to CCI that Customer lawfully owns or has the right to lease the Premises and to enter into this Agreement with CCI for the placement of the Hardware at the Premises. Customer further acknowledges and agrees that the Hardware shall at all times be personal property and not deemed to be a fixture, notwithstanding any method utilized to affix it to the Premises and Customer shall, if requested by CCI, obtain landlord or mortgagee waivers evidencing such fact.

2. **Installation and Service.** CCI shall use best efforts to install the Hardware at the Premises within ninety (90) days of the date of execution hereof by CCI, at its sole cost and expense. CCI shall use its best efforts to maintain the Hardware in good working order and condition, reasonable wear and tear excepted, during the term of this Agreement. Customer shall notify CCI promptly upon its receipt of knowledge that the Hardware is not working properly. CCI hereby agrees to use best efforts to repair the Hardware within two (2) business days of CCI's receipt of notice that the Hardware is not working properly. Customer shall furnish and maintain all necessary 110-volt AC to each payphone location and shall, during the term hereof, exercise reasonable care to secure the Hardware from abuse, theft and vandalism.

3. **Coin Collections.** Coin collection and accounting services for said Hardware shall be provided by CCI at its sole cost and expense during the term of this Agreement. Customer shall have no right whatsoever to collect the coins in the Hardware at anytime during the term of this Agreement.

4. **Service Personnel.** Customer hereby grants to CCI's service personnel reasonable access to the Hardware for purposes of installation, service, collection, and removal during the normal business hours of Customer.

5. **Insurance.** CCI shall maintain liability insurance as will save CCI and Customer harmless against claims arising out of the operation of the Hardware upon the Premises.

6. **Compliance with Laws.** CCI shall use best efforts to comply with all laws, ordinances, rules and regulations pertaining to the installation and operation of the Hardware, and will hold Customer harmless against any fine, penalty, or damage for any actual or alleged failure on the part of CCI to comply therewith. CCI will pay all installation, property taxes and license fees with respect to such Hardware, except for the furnishing of the 110-volt AC as provided in Paragraph 2 hereof.

7. **License Fees and Records.**

A. Coin Revenue License Fees. CCI shall pay to Customer a monthly license fee based upon the coin revenues generated by each piece of Hardware during the term of this Agreement. CCI will pay to Customer a license fee of _____ % of the "Net Profits" of the aggregate revenues generated by the coin deposits from each piece of Hardware. "Net Profits" shall be defined as the aggregate of the total sum of all coins collected from each piece of Hardware during each monthly accounting period, less the aggregate of all service, usage, and related charges incurred to operate said piece of Hardware during the monthly accounting period, including, without limitation, local telephone bills, long distance telephone bills and related charges.

B. Cashless Revenue. CCI shall pay to Customer a monthly license fee based upon the "cashless" revenues, if any, generated by each piece of Hardware during the term of this Agreement. "Cashless" revenues shall be defined as the revenues generated by non-coin payment (calling card, credit card, collect and similar charges) for telephone services provided by each piece of Hardware. CCI will pay to Customer a license fee of _____ % of the "Net Profits" of the aggregate Cashless revenues received from each piece of Hardware. "Net Profits" shall be defined as the aggregate of the total sum of all Cashless revenue received by CCI from the operation of each piece of Hardware during each monthly accounting period, less the aggregate of all service, usage and related charges incurred to provide said telephone service during the monthly accounting period, including, without limitation, local telephone bills, long distance telephone bills, and related charges.

C. **Accounting and Records.** Within twenty-five (25) business days of the last business day of each calendar month, CCI shall furnish to Customer a statement of "Net Profits," both as it relates to Paragraphs 7A and 7B hereof, and shall pay to Customer total license fees due for said Hardware. CCI shall be solely responsible for accounting of all revenues generated by the Hardware. Customer shall have the right to examine all records maintained by CCI relating to the Hardware, at CCI's offices, during normal business hours and after a written request to CCI requesting such inspection.

D. Receipt of the license fees described in Paragraphs 7A and 7B hereof constitutes payment in full of all sums required to be paid to Customer hereunder.

8. **Taxes.** CCI will pay all federal, state and local taxes in connection with the Hardware operated under the terms of this Agreement.

9. **Ownership and Control of Hardware.** Customer acknowledges that the Hardware is the sole property of CCI, and that nothing in this Agreement or in the relationship between the parties will give Customer any proprietary interest in such Hardware. CCI will retain control of all keys to such Hardware. No other payphone equipment shall be installed by Customer upon the Premises during the term of this Agreement.

10. **Assignment.** This Agreement shall not be assigned by Customer without the prior written consent of CCI, except under the following terms and conditions: On any sale, lease or other transfer of any of the Premises subject to the terms of this Agreement, or of the business conducted on such Premises, the purchaser, lessee or other transferee shall assume the duties of Customer (or otherwise enter into a license agreement with CCI regarding such Premises) effective on the date of transfer, or Customer shall purchase the Hardware on such Premises from CCI, at CCI's full published list price less 10% per year depreciation, payable in cash upon the date of transfer.

11. **Subcontractors.** CCI may, in its sole discretion, subcontract any part or all of its duties hereunder.

12. **Attorney's Fees.** If this Agreement is breached in any manner by either party during the term hereof, the prevailing party in any legal action shall be entitled to be compensated for reasonable attorneys' fees and other reasonable expenses of said action, both at trial and on appeal.

13. **Complete Agreement.** This Agreement represents the full and complete understanding of the parties hereto with respect to the subject matter contained herein and supercedes any and all prior oral or written agreements between said parties with respect to said subject matter.

14. **Commencement.** This Agreement shall commence upon the date accepted by the authorized signature of the Customer.

15. **Termination.** This Agreement and the license granted herein to CCI shall be noncancelable and nonterminable by Customer during the term hereof, except upon a default hereunder by CCI, which default remains uncured for a period of thirty (30) days after CCI's receipt of written notice from Customer alleging such default and the specific steps necessary to remedy same. In the event that any such default remains uncured as aforesaid, Customer's sole remedy shall be to terminate this Agreement and require CCI to remove the Hardware from the Premises within sixty (60) days of such termination date and CCI shall, at the end of the calendar quarter in which the termination occurs, remit to Customer the license fees due to Customer in accordance with Paragraph 7 hereof, whereupon CCI will have no further right, duties or obligations to Customer.

16. **Relocation of Hardware.** In the event that during any consecutive ninety (90) day period, any piece of the Hardware is operating at a loss of revenue, both parties will have the obligation to reasonably agree to one (1) of the following alternatives: (1) relocate said piece of Hardware to another Premises location of Customer whereby a profit should be realized; (2) adjust the number of payphones at the Premises whereby a profit should be realized; or (3) allow CCI to remove the Hardware from such Premises.

17. **Renewal.** Following the original term of this Agreement, this Agreement shall automatically renew effective on a year-to-year basis unless either party gives written notice of cancellation at least sixty (60) days prior to the expiration of the original term or of any renewal term.

18. **Governing Law.** The interpretation, performance and enforcement of this Agreement shall be governed by the laws of the State of Georgia.

19. **Removal of Hardware.** CCI shall be solely responsible for the removal of the Hardware, whether during the term of this Agreement or upon expiration of the term of this Agreement and Customer hereby agrees that it shall have no right to remove the Hardware from the Premises at any time.

20. **Notices.** Any notice required by this Agreement shall be given in writing, and shall be personally delivered or sent certified or registered U.S. Mail, postage prepaid, return receipt requested, to the addresses stated at the beginning of this Agreement, or to such other address as the parties may from time to time specify by written notice. Notice shall be considered received as of the receipt date evidenced by the applicable U.S. Postal Service return receipt card.

21. **Binding Effect.** This Agreement shall be binding upon and shall insure to the benefit of each of the parties hereto, together with their respective successors and permitted assigns.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed by their duly authorized officers, under seal, as of the dates indicated below.

CUSTOMER:

(Company Name)

By: _____

Its: _____
(Title)

Date: _____

ATTEST: _____

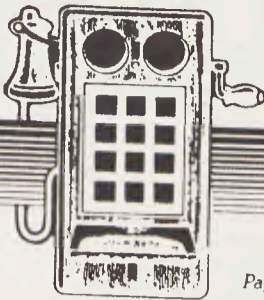
CCI:
COMMUNICATIONS CENTRAL INC.

By: _____

Its: _____
(Title)

Date: _____

Communications



Central Inc.

Payphone Telecommunications

LETTER OF AGENCY

Telephone Company _____

Date _____

To Whom It May Concern:

We are hereby appointing Communications Central Inc. (CCI) as our exclusive and specifically restricted agent with full authority to act on our behalf in matters relating to pay telephone service at the location below from an effective date of _____.

CCI is specifically authorized to: obtain billing and usage information; purchase equipment as authorized; order or disconnect service, and handle all billing. This letter specifically revokes any prior directions given you by representatives or agents of this business. This agency designation does not extend to telephone service other than coin or coinless public telephones.

THIS AGENCY AGREEMENT IS EXCLUSIVELY AND SPECIFICALLY RESTRICTED TO CCI ONLY AND MAY NOT BE SUPERSEDED BY ANY OTHER AGREEMENT, ORAL OR WRITTEN WITHOUT MUTUAL AGREEMENT BY BOTH THE BELOW SIGNED PARTIES.

We are granting CCI, its contractors, agents and employees restricted right to install, maintain and operate coin or credit operated telephones at this location. As consideration, CCI will be liable for all equipment and operating charges as long as this agreement is in effect. Please contact CCI at 800-652-0774 or 404-751-0052 with any questions.

This agency agreement specifically requests that revenue information be sent to _____

Signature

Location Name

Print (Name Title)

Address

Business Telephone

City State Zip

Company Name

Hours of operation

Pay Telephone Numbers

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: JUNE 17, 1991
RE: REQUEST FOR NEW COMPUTER SYSTEM

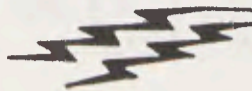
After months of gathering information, meeting with representatives and demonstrating various software packages to find the perfect company to fulfill the City's needs, I am recommending Tailored Business Systems as our new computer company. They do nothing but City and County installations and are widely known throughout the state of Georgia. They will install the hardware components and software packages, convert over from our current system, and train all personnel for a cost of approximately \$40,000 to be reimbursed from the G.M.A pooled lease funds.

REFERENCES CONTACTED

BUFORD, GA.
CEDARTOWN, GA.
POWDER SPRINGS, GA.
STATESBORO, GA.

QUOTATION

Pro-Tec Services, Inc.



404-356-4489
Route 2
MARTIN, GEORGIA 30557

No 330

Inquiry No. _____

Date June 24, 1991

Terms _____

Prices quoted are
F.O.B. Shipping point

To City of Sugar Hill Gas Dept.
4988 W. Broad St.
Sugar Hill, Ga. 30518

We are pleased to quote as follows.

Quantity	Description	Unit Price	Amount
18	8" X 84" Canned Graphite Anodes, center tapped with 10' lead.	\$92.00	\$1656.00
18	90-B1 Splice Kits	\$14.75	\$265.50
300'	#6 HMWPE-CP Cable	\$.38	\$114.00
			\$2035.50
2	Days Consulting Services Plus Expenses & Travel	\$340.00	\$680.00

By Larry D. Radloff



**McNally
& Patrick**

1505 Highway 29 South • Lawrenceville, GA 30245 • 404/963-8520

July 1, 1991

Mr. Ken Crowe
CITY OF SUGAR HILL
4988 West Broad Street
Sugar Hill, Ga. 30518

Dear Ken:

I would like to thank you for the opportunity to perform a survey for the City of Sugar Hill. The parcel located in Land Lot 292 of the 7th District is very small however, I anticipate that it will be rather difficult to survey properly.

This survey will cost a minimum of \$300.00 with an estimate high end cost of \$500.00.

I will wait for further instructions from you as to when to proceed.

Sincerely,
MCNALLY & PATRICK, INC.

Carl

Carl McNally
President

CM:lh

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: Mayor & Council
FROM: Ken Crowe
RE: Storm Water Management
DATE: July 5, 1991

As you know we must have a Storm Water Management Plan and turn in permit application to E.P.D. by November 18, 1991.

Gwinnett County contacted the City and Asked if we would like to be included in their overall plan. Mark Brock (Gwinnett County) advised that Snellville was the only municipality that would try to develop their own plan, probably due to the Big Haynes Creek issue.

I indicated to Mr. Brock that the City would most likely want to be included under the County Permit, which may even be included in a 5 County A.R.C. permit.

I need direction as to whether to pursue being included in the County permit or to begin necessary steps to get an individual permit for the City.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



7/1/91

To: Truck Manager

The City of Sugar Hill is looking to purchase a new pick-up truck for its Planning & Inspections Dept. If you are interested in selling this vehicle to the City you must respond by Friday, July 5th. Please include in your response, the price, specs, and delivery date. You may return your response to us via FAX#945-0281. The following list represents the desires of the City in regards to the truck to be offered to the City:

1. Full size short bed 1/2 ton pick-up
2. Automatic transmission & small block V8
3. Power steering/Power brakes
4. Air conditioning
5. AM/ FM radio
6. Cloth seats
7. Rear step bumper
8. color choice #1 Red #2 White

Any questions regarding this matter should be directed to Ken Crowe (Planning & Inspections Dept.) @ 945-6716.

Lamar Ferrell

1991 Chevy (Red)

\$12,028⁷⁰

Deviation
from specs

Silverado Package

V/6 5 speed

power windows/power locks

cruise control/tilt wheel

1991 Chevy (Red)

\$13,817⁰⁷

DEVIATION
from specs

Silverado Package

power windows/power locks

cruise control/tilt wheel

Jerry Brown

\$13,250⁰⁰

1991 Chevy (white)

Deviation
from specs

XI/A

Bobby Sikes

1991 GMC

\$14,400

WADE Ford

1991 Ford (white)

\$ 12,700⁰⁰

Deviation
from specs

long wheel base
vinyl seat

NASH Chevrolet

1991 Chevy (white)

\$ 11,850⁰⁰

Deviation
from specs

V/6 5 speed
Silverado Package
tilt wheel / cruise control

1991 Chevy (Red)

\$ 13,500⁰⁰

Deviation
from specs

Silverado package
tilt wheel / cruise control
power windows / power locks

Tom Jumper

1991 Chevy

\$ 13,950⁰⁰

Deviation

SILVERADO PACKAGE
doors / locks etc

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: Mayor & Council
FROM: Steve L. Kennedy
RE: New tires for Dump Truck
DATE: July 3, 1991

Steve L. Kennedy is requesting approval to purchase new tires for the Dump Truck. The following estimates are provided.

Hill & Son Tire Co.

90020	Highway tires for front	\$330.00	for 2 tires
	Rough Tread Traction	\$754.12	for 4 tires
	X-Bar Traction	\$730.28	for 4 tires
	Tubes	\$ 20.00	each
	Flaps	\$ 10.00	each

* These prices include installation price.

Sams Club

90020	Highway tires for front	\$271.98	for 2 tires.
	Rough Tread Traction	\$676.76	for 4 tires.

* These prices include the flaps but no tubes. Sam's cannot provide us with the tubes or installation.

Steve requests that these tires be purchased from Hill and Son Tires because we have had them do installation and service on our dump trucks in the past.

UTILITY DEPT. SUPPLIES REQUEST

TRI-STATE pipe quote

50-	5/8 PERMA-STARTS	5.50	\$275.00
25-	5/8 END Caps	8.42	210.50
25-	4 x 5/8 TAP Tees	10.76	269.00
3-	4 x 12 Full Circle Clamps	51.69	155.07
72-	Water Boxes CI LID	13.25	954.00
500'	3/4 BLUE MHT WATER LINE	.29/FT	145.00
300'	1" " " PB "	.48/FT	144.00
25-	Female adaptors	4.75	118.75
25-	Male adaptors	4.75	118.75
50-	3/4 CURB stops + Comp	9.66	483.00
25-	3/4 GAS VALVES	13.75	343.75
100-	3/4 PL STIFFENERS	.25	25.00
50-	1" PL "	.50	25.00
20-	3/4 GAS STIFFENERS	1.60	32.00
20-	1" " "	2.10	42.00
20-	2" " "	2.48	49.60

TOTAL \$3,390.42

BID PROPOSAL

Proposal of Amos Backhoe Service Inc. (hereafter called "BIDDER"), organized and existing under the laws of the State of Georgia doing business as Amos Backhoe Service Inc. to the City of Sugarhill (hereafter called "OWNER").

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies as to its owner organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the PROJECT within _____ consecutive calendar days thereafter. BIDDER agrees to perform all the work, except for pipe, manholes, rings and covers provide by the owner, described on the sheets 1 & 2 of the Upper Level Creek Interceptor Sewer plans prepared by Hayes, James & Associates for the following lump sum:

BID SCHEDULE

NOTE: BIDS shall include sales tax and all other applicable taxes and fees. Contractor to provide bedding material in the installation cost of the pipe.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
5	EA	Rim and cover Labor only	<u>150⁰⁰</u>	<u>750⁰⁰/₁₀₀</u>
5	EA	Manhole tops Labor only	<u>120⁰⁰</u>	<u>600.00</u>
5	EA	Manholes Labor only	<u>60 U.F.</u>	<u>3240.00</u>
525	LF	Silt fence	<u>2.50</u>	<u>1312.50</u>
1	LS	Pavement patch lump sum per note 3.2.6 a.	<u>1500.00</u>	<u>1500.00</u>
8	LF	Curb replacement	<u>20⁰⁰</u>	<u>160.00</u>
31	LF	12" D.I.P @ 0-6'	<u>9⁰⁰</u>	<u>279.00</u>
3	LF	12" D.I.P @ 6-8'	<u>10.00</u>	<u>30.00</u>

Re: Mauldic Court Sewer
 City of Sugar Hill, Georgia
 90-199-ST

BID PROPOSAL

Proposal of Craig Construction Company, Inc. (hereafter called "BIDDER"), organized and existing under the laws of the State of Georgia doing business as Craig Construction Company, Inc. to the City of Sugarhill (hereafter called "OWNER").

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies to its owner organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the PROJECT within 30 Days consecutive calendar days thereafter. BIDDER agrees to perform all the work, except for pipe, manholes, rings and covers provide by the owner, described on the sheets 1 & 2 of the Upper Level Creek Interceptor Sewer plans prepared by Hayes, James & Associates for the following lump sum:

BID SCHEDULE

NOTE: BIDS shall include sales tax and all other applicable taxes and fees.
 Contractor to provide bedding material in the installation cost of the pipe.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
5	EA	Rim and cover Labor only	# 180.00	# 900.00
5	EA	Manhole tops Labor only	233.00	1,165.00
	EA	Manholes Labor only	920.00	4,600.00
525	LF	Silt fence	2.00	1,050.00
1	LS	Pavement patch lump sum per note 3.2.6 a.	3,710.00	3,710.00
8	LF	Curb replacement	75.00	600.00
31	LF	12" D.I.P @ 0-6'	13.00	403.00
3	LF	12" D.I.P @ 6-8'	13.00	39.00

TEL No.

Jul 8, 91 14:47 No. 020 P. 02/02

87-88-91 MON 12:06 HAYES, JAMES LAW

3	LF	12" D.I.P @ 8-10'	#	#
			14.75	44.25
2	LF	12" D.I.P @ 10-12'		
			17.85	35.70
53	LF	12" D.I.P @ 18-20'		
			25.00	1,325.00
24	LF	12" D.I.P @ 20-22'		
			28.00	672.00
67	LF	12" P.V.C.@ 0-6'		
			13.00	871.00
9	LF	12" P.V.C.@ 6-8'		
			13.00	117.00
25	LF	12" P.V.C.@ 8-10'		
			14.75	368.75
26	LF	12" P.V.C.@ 10-12'		
			16.00	416.00
30	LF	12" P.V.C.@ 12-14'		
			17.85	535.50
31	LF	12" P.V.C.@ 14-16'		
			20.00	620.00
233	LF	12" P.V.C.@ 16-18'		
			21.75	5,047.75
22	LF	12" P.V.C.@ 22-24'		
			26.00	572.00
600	CF	Rip rap 30 lb. class		
			2.42	1,452.00

TOTAL OF BID & LUMP SUM PAID FOR INSTALLING SEWER \$ 24,563.95

Respectfully submitted:

6924 Lockridge Drive

James W. Craig
Signature

Doraville Georgia 30368
Address

President
Title

7-8-91
Date

License number (if applicable)

Seal - (If BID is by a corporation)

Bid Does Not Include:

- 1) MULking of substandard material
- 2) Rock Blasting
- 3) MASS Rock

- 4) Trench Rock
- 5) Stabilization Stone, if encountered
- 6) As Builts by Engineering

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY CLERK
DATE: JULY 8, 1991
RE: REZONING FEES

Attached is a list of rezoning fees charged by the other cities within the county. As you can see, we are far behind most of these cities. I wanted to bring this to your attention and this is only for your review.

However, I do recommend that our rezoning fees be changed to at least \$250.00 per rezoning.

If you have any questions concerning this matter, please contact me.

REZONING FEES CHARGED BY OTHER CITIES

CITY OF BUFORD	\$350.00
CITY OF DACULA	\$150.00 SINGLE FAMILY \$250.00 MULTI FAMILY & O&I \$300.00 BUSINESS \$350.00 HM & LM
CITY OF DULUTH	\$100.00
CITY OF GRAYSON	\$300.00 SINGLE FAMILY \$400.00 MULTI FAMILY \$500.00 COMMERCIAL
CITY OF LAWRENCEVILLE	\$270.00 + \$8.50 EACH ADJOINING PROPERTY OWNER
CITY OF LILBURN	\$150.00 SINGLE FAMILY \$250.00 MULTI FAMILY \$250.00 O&I & HSB \$300.00 COMMERCIAL \$350.00 MANUFACTURING
CITY OF LOGANVILLE	\$100.00
CITY OF NORCROSS	\$500.00 MANUFACTURING \$400.00 COMMERCIAL \$300.00 RESIDENTIAL & O&I
CITY OF SNELLVILLE	\$ 400.00 LESS THAN 1 ACRE \$ 450.00 1-5 ACRES \$ 700.00 5-10 ACRES \$ 950.00 10-15 ACRES \$1,250.00 15-20 ACRES \$1,750.00 OVER 20 ACRES
CITY OF SUGAR HILL	\$50.00
CITY OF SUWANEE	\$200.00



CONNIE C. WIGGINS
Executive Director

June 13, 1991

Dear Mayor Haggard:

During 1990, the state of Georgia enacted a Comprehensive Solid Waste Management Act. One of the goals of the act is to foster multi-jurisdictional cooperation in solid waste management planning. As you know, Gwinnett Clean & Beautiful has been very active in the community in dealing with the issue of solid waste for over ten years now and has been a positive and guiding force in the reduction of litter and solid waste, and in the education of our community as to the importance of environmental concerns and proper solid waste handling.

The Government Committee of Gwinnett Clean & Beautiful would like to assist you in meeting this goal by creating a Municipal Solid Waste Advisory Council. The members of the Council would represent each one of the municipalities in the county and could be elected officials, municipal employees or private citizens selected by each of the mayors and councils of the various cities in the county.

The primary purpose of this Advisory Council would be to 1) Encourage uniform Solid Waste Management Planning and Ordinances, 2) Better understand enforcement practices, 3) Establish a network of information and resource sharing, 4) Create uniform/compatible record keeping and statistical data bases, 5) Publicly recognize positive efforts of good Municipal Solid Waste Practices, and 6) Assist each other in complying with the 1990 Georgia Comprehensive Solid Waste Management Act.

It is our goal to have this Advisory Council formed before the first of September. The Advisory Council, functioning under the auspices of Gwinnett Clean & Beautiful, would establish their own goals and operational deadlines, and meet on at least a quarterly basis. We are requesting that you and the council select someone to represent your city on this council, sometime during the month of June. Please complete the attached membership form and return it to Gwinnett Clean & Beautiful on or before August 1, 1991. We would be most happy to meet with you if you have any questions regarding this Advisory Council and the type of person you may wish to select.

Should you need any additional information, please give Connie Wiggins a call at 822-5187. We look forward to your participation in the Gwinnett Clean & Beautiful Municipal Advisory Council. With your support we can make a difference in resolving the solid waste dilemma.

Sincerely,

Connie C. Wiggins
Executive Director
Gwinnett Clean & Beautiful

Rick O'Brien
Government Committee
Gwinnett Clean & Beautiful

Tom Mitchell
Gwinnett Municipal Association
Liaison

GWINNETT CLEAN & BEAUTIFUL
Municipal Solid Waste Advisory Council

The Mayor and City Council of _____ have
appointed _____ to serve on the Municipal Solid Waste
Advisory Council of Gwinnett Clean & Beautiful.

The appointee can be reached at the following address and phone
number:

Mailing Address _____

City, Zip Code _____

Phone Number _____

*Please complete and return by August 1, 1991 to:

Gwinnett Clean & Beautiful
P.O. Box 562
Lawrenceville, GA 30246

DRAFT
7-8-91
JA

DESIGN AND CONSTRUCTION COST ESTIMATE
BASIC INITIAL PROJECT
MECA PROJECT UTILITIES

ITEM

Wastewater Facilities

1	500,000 GPD Wastewater Treatment Plant	\$1,025,000
2	Spray Irrigation System (18 Holes) @ 60%	\$405,000
3	Storage Ponds	\$570,000
4	Maintenance Building & Parking @ 40%	\$60,000
5	Maintenance Equipment @ 40%	\$144,400
	Subtotal	\$2,204,400

Collection System

6	Riverside Drive Interceptor	\$479,000
7	Lift Station and Force Main @ Level Creek	\$231,000
8	Lift Station and Force Main @ Chattahooch	\$296,400
9	Sewer Segments Under Outer Loop (3)	\$55,700
	Subtotal	\$1,062,100

Other Costs

10	Land @ 60% X 83%	\$1,094,106
11	Architect/Engineer & Inspection	\$444,800
12	Legal & Administrative Costs	\$40,000
13	Contingencies @ 10%	\$326,650
	Subtotal	\$1,905,556

TOTAL PROJECT BUDGET

\$5,172,056

Cost per gallon for transportation
and treatment @ 500,000 gpd

\$10.34

684 LOTS @ 400 GPD/LOT X \$9.78/GAL=

\$2,830,149

MECAs\$\$\$

FILE: shecesm

ENGINEER'S COST ESTIMATE

=====

PROJECT NAME: CITY OF SUGAR HILL, GA
PROJECT NO. : 90-199-ST
SUBJECT : PROJECT SUMMARY COST ESTIMATE

ITEM NO.	DESCRIPTION	EST. TOTAL FOR IT
1	WASTEWATER TREATMENT PLANT	\$758,000
2	RIVERSIDE INTERCEPTOR SEWER	\$479,400
3	LEVEL CREEK PUMP STATION & FORCE MAIN	\$231,000
4	MECA TWO PUMP STATIONS & FORCE MAINS	\$296,400
5	LEVEL CREEK INTERCEPTOR SEWER	\$227,700
6	RICHLAND CREEK INTERCEPTOR SEWER	\$513,000
7	SYCAMORE CREEK SEWER	\$120,900
8	SEWER CROSSING UNDER OUTER LOOP	\$55,700
=====		
	SUBTOTAL	\$2,682,100
	CONTINGENCIES @15%	\$402,315
	ESTIMATED PROJECT CONSTRUCTION COSTS	\$3,084,415
	STUDIES, ENGINEERING, & SURVEYING	\$456,104
	EASEMENTS	\$80,000
	LEGAL AND ADMINISTRATIVE	\$92,532
=====		
	TOTAL PROJECT COST	\$3,713,051

SOURCES OF CONSTRUCTION FUNDS

RESERVE CAPACITY AGREEMENTS \$2,582,000

RENEWAL AND EXTENSION FEES \$1,368,000

TOTAL \$3,950,000

INITIAL

OPERATIONS AND MAINTENANCE ESTIMATE

		ANNUAL COST
PEOPLE AND BENIFITS		
CHIEF OPERATOR	\$18*2080*1.3	48672
OPERATOR	\$15*2080*1.3	
OPERATOR	\$13*2080*1.3	
ENERGY		
	HORSEPOWER	ELEC @ 10 CENTS/KWH
PUMP STA	40	
AERATION BASIN	50	
SLUDGE PUMPS	5	
DIGESTOR	20	
MISC	25	
TOTAL	140	22872.36
CHEMICALS		
		2000
10% OF EMERGY		
SLUDGE DISPOSAL	2000 TONS @ \$35 PER TON	17500
PARTS AND EQUIPMENT @ 5% OF PLANT CO		37500
TOTAL O&M		128544.3
COST/1000 GAL		1.173917

OPERATIONS AND MAINTENANCE ESTIMATE

PEOPLE AND BENIFITS

ANNUAL COST

CHIEF OPERATOR	\$18*2080*1.3	48672
OPERATOR	\$15*2080*1.3	40560
OPERATOR	\$13*2080*1.3	35152

ENERGY	HORSEPOWER	ELEC @ 10 CENTS/KWH
PUMP STA	40	
AERATION BASIN	50	
SLUDGE PUMPS	5	
DIGESTOR	20	
MISC	25	
TOTAL	140	91489.44

CHEMICALS

9200

10% OF EMERGY

SLUDGE DISPOSAL	2000 TONS @ \$35 PER TON	70000
-----------------	-----------------------------	-------

PARTS AND EQUIPMENT @ 5% OF PLANT CO	37500
TOTAL O&M	

332573.4

COST/1000 GAL

3.037196

REVENUE GENERATED BY RESERVE CAPACITY AGREEMENTS
FOR THE MECA RESIDENTIAL DEVELOPMENT

The following is an estimate of the amount of wastewater generated by the MECA Residential Project. This estimate is based on the generation of 400 gallons per day per residential unit and a club which will generate 10,000 gallons per day. MECA projects 684 lots.

$$684 \text{ lots} \times 400 \text{ gpd} \times 365 \text{ d/yr} + 10,000 \text{ g} = 99,874,000$$

If MECA pays the projected sewer rates for the next 10 years the equivalent annual revenue stream will be generated. This revenue stream can then be used to finance over 10 years the following amounts of wastewater infrastructure. After that time the improvements are owned free and clear.

PERIOD	YEAR	WASTEWATER RATES /1000 GAL	EQUIVALENT WASTEWATER GENERATION PER YEAR	ANNUAL REVENUE	EQUAL ANNUAL PAYMENTS
1	1991	\$2.00	99,874,000	\$199,748	318,347
2	1992	\$2.20	99,874,000	\$219,723	318,347
3	1993	\$2.42	99,874,000	\$241,695	318,347
4	1994	\$2.66	99,874,000	\$265,865	318,347
5	1995	\$2.93	99,874,000	\$292,451	318,347
6	1996	\$3.22	99,874,000	\$321,696	318,347
7	1997	\$3.54	99,874,000	\$353,866	318,347
8	1998	\$3.90	99,874,000	\$389,252	318,347
9	1999	\$4.29	99,874,000	\$428,178	318,347
10	2000	\$4.72	99,874,000	\$470,995	318,347
				\$3,183,469	\$3,183,469

The following is the amount of principal that can be paid of in ten years by the above revenue stream.

annual payment	pay. factor per \$1.00	interest	principal
\$318,347	8.982585006	0.02	\$2,859,579
\$318,347	8.530202836	0.03	\$2,715,564
\$318,347	8.110895779	0.04	\$2,582,079
\$318,347	7.721734929	0.05	\$2,458,191
\$318,347	7.360087051	0.06	\$2,343,062
\$318,347	7.023581540	0.07	\$2,235,936
\$318,347	6.710081398	0.08	\$2,136,134
\$318,347	6.417657701	0.09	\$2,043,042
\$318,347	6.144567105	0.1	\$1,956,105

REVENUE GENERATED BY RESERVE CAPACITY AGREEMENTS
FOR THE MECA RESIDENTIAL DEVELOPMENT

The following is an estimate of the amount of wastewater generated by the MECA Residential Project. This estimate is based on the generation of 400 gallons per day per residential unit and a club which will generate 10,000 gallons per day. MECA projects 684 lots.

$$684 \text{ lots} \times 400 \text{ qpd} \times 365 \text{ d/yr} + 10,000 \text{ q} = 99,874,000$$

If MECA pays the projected sewer rates for the next 10 years the equivalent annual revenue stream will be generated. This revenue stream can then be used to finance over 10 years the following amounts of wastewater infrastructure. After that time the improvements are owned free and clear.

PERIOD YEAR	WASTEWATER RATES /1000 GAL	EQUIVALENT WASTEWATER GENERATION PER YEAR	ANNUAL REVENUE	EQUAL ANNUAL PAYMENTS	PORTION TO O&M	DEPT SERVICE
1 1991	\$3.09	99,874,000	\$308,611	491,846	0	491845.9124
2 1992	\$3.40	99,874,000	\$339,472	491,846	128500	363345.9124
3 1993	\$3.74	99,874,000	\$373,419	491,846	148907.3	342938.6124
4 1994	\$4.11	99,874,000	\$410,761	491,846	167273.8	324572.0424
5 1995	\$4.52	99,874,000	\$451,837	491,846	183803.7	308042.1294
6 1996	\$4.98	99,874,000	\$497,021	491,846	198680.7	293165.2077
7 1997	\$5.47	99,874,000	\$546,723	491,846	212069.9	279775.9782
8 1998	\$6.02	99,874,000	\$601,395	491,846	224120.2	267725.6716
9 1999	\$6.62	99,874,000	\$661,534	491,846	234965.5	256880.3957
10 2000	\$7.29	99,874,000	\$727,688	491,846	244726.2	247119.6474
			\$4,918,459	\$4,918,459		\$3,175,412

The following is the amount of principal that can be paid of in ten years by the above revenue stream.

annual payment	pay. factor per \$1.00	interest	principal
\$318,347	8.982585006	0.02	\$2,859,579
\$318,347	8.530202836	0.03	\$2,715,564
\$318,347	8.110895779	0.04	\$2,582,079
\$318,347	7.721734929	0.05	\$2,458,191
\$318,347	7.360087051	0.06	\$2,343,062
\$318,347	7.023581540	0.07	\$2,235,936
\$318,347	6.710081398	0.08	\$2,136,134
\$318,347	6.417657701	0.09	\$2,043,042
\$318,347	6.144567105	0.1	\$1,956,105

COMPARISON OF PAYING TAP FEES NOW VS LATER

Pay tap fees up front at 2000 per unit
 684 X \$2000 = \$1,368,000

year	fee	lots/year	annual fees
1992	2000 X	69 =	\$138,000
1993	2330 X	69 =	\$160,770
1994	2660 X	69 =	\$183,540
1995	2990 X	69 =	\$206,310
1996	3320 X	69 =	\$229,080
1997	3650 X	69 =	\$251,850
1998	3980 X	69 =	\$274,620
1999	4310 X	69 =	\$297,390
2000	4640 X	69 =	\$320,160
2001	4970 X	63 =	\$313,110

TOTAL 684 \$2,374,830

PRESENT WORTH @ 6% \$1,673,086

File: TAPFESUM

ANTICIPATED FEES FOR
WASTEWATER TREATMENT PROJECT
CITY OF
SUGAR HILL, GEORGIA

JULY 8, 1991

DESIGN DEVELOPMENT REPORT	\$21,480
INTERCEPTOR SEWER STUDY	14,170
DESIGN PHASE	
WASTEWATER TREATMENT PLANT	104,850
*INTERCEPTOR SEWERS/PUMPING STATIONS	48,650
BIDDING PHASE	
WASTEWATER TREATMENT PLANT	10,000
*INTERCEPTOR SEWERS/PUMPING STATIONS	7,240
CONSTRUCTION PHASE	
WASTEWATER TREATMENT PLANT AND INTERCEPTOR SEWERS/PUMPING STATIONS	<u>75,500</u>
SUBTOTAL	\$281,890
FIELD SURVEYS	38,900
RESIDENT REPRESENTATIVE	<u>69,260</u>
ANTICIPATED FEES	\$390,050
CONTINGENCIES @ 10%	<u>39,000</u>
ANTICIPATED FEES WITH CONTINGENCIES	\$429,050

*Based on serving Riverside, Level, Sycamore and Richland Basins

ANTICIPATED FEES FOR
WASTEWATER TREATMENT PROJECT
CITY OF
SUGAR HILL, GEORGIA

JULY 8, 1991

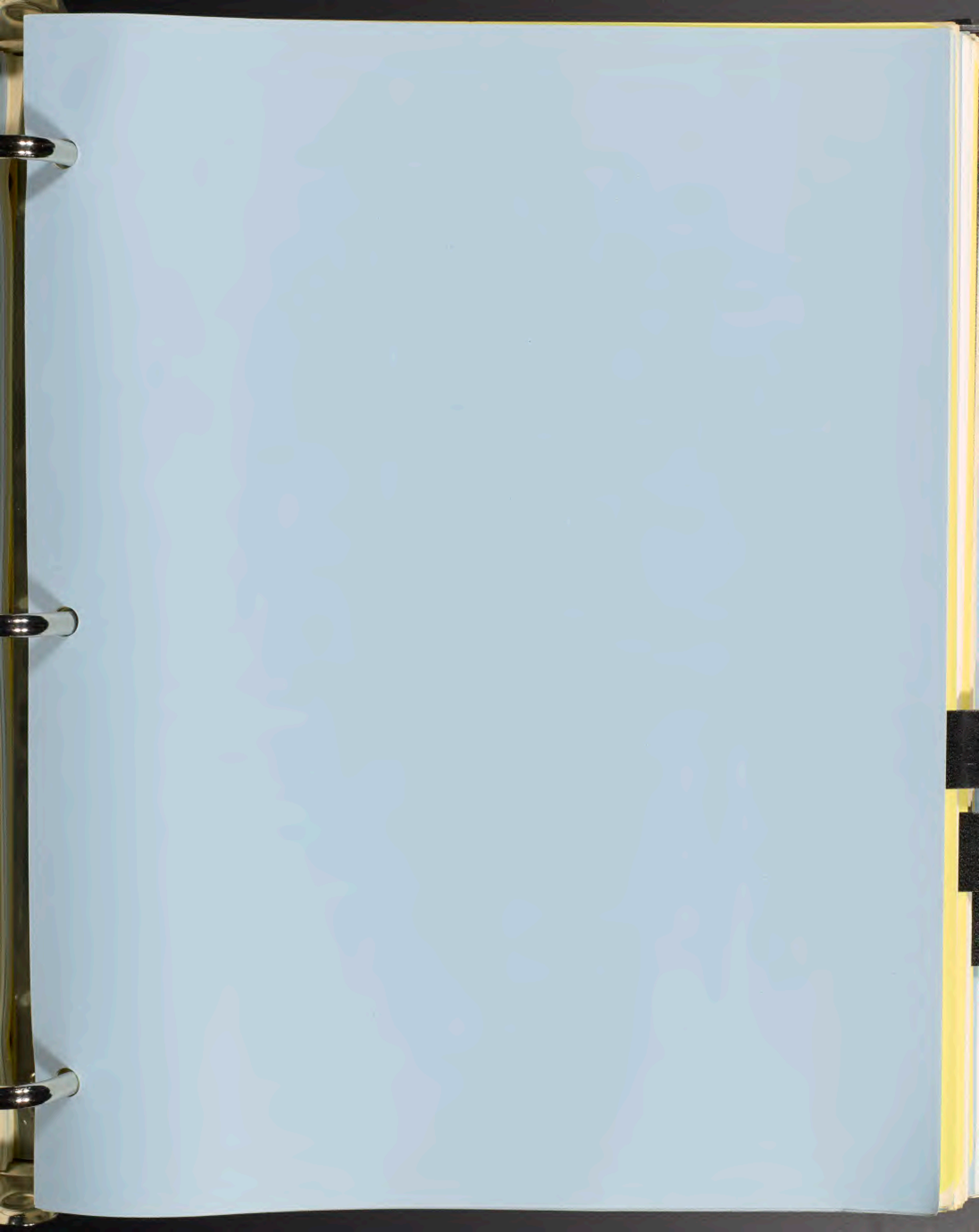
DESIGN DEVELOPMENT REPORT	\$21,480
INTERCEPTOR SEWER STUDY	14,170
DESIGN PHASE	
WASTEWATER TREATMENT PLANT	104,850
*INTERCEPTOR SEWERS/PUMPING STATIONS	57,725
BIDDING PHASE	
WASTEWATER TREATMENT PLANT	10,000
*INTERCEPTOR SEWERS/PUMPING STATIONS	7,240
CONSTRUCTION PHASE	
WASTEWATER TREATMENT PLANT AND INTERCEPTOR SEWERS/PUMPING STATIONS	<u>78,880</u>
SUBTOTAL	\$294,345
FIELD SURVEYS	47,935
RESIDENT REPRESENTATIVE	<u>72,360</u>
ANTICIPATED FEES	\$414,640
CONTINGENCIES @ 10%	<u>41,460</u>
ANTICIPATED FEES WITH CONTINGENCIES	\$456,100

*Based on serving Riverside, Level, Sycamore, Richland Basins
and MECA Project

ESTIMATED COMPARISON OF
CONSTRUCTION COST SAVINGS
VERSUS
ADDITIONAL DESIGN AND SURVEY FEES

JULY 8, 1991

	Estimated Construction Cost of 500,000 GPD Wastewater Treatment Plant
PREVIOUS DESIGN WITH 15% CONTINGENCIES	\$1,132,750
DESIGN PROPOSED BY HJ&A WITH 15% CONTINGENCIES	<u>871,700</u>
ESTIMATED SAVINGS	\$261,050
ESTIMATED SAVINGS ON PROPOSED REALIGNMENT OF INTERCEPTOR SEWER	<u>75,000</u>
TOTAL ESTIMATED SAVINGS IN CONSTRUCTION COST	<u>\$336,050</u>
ESTIMATED FEE FOR REDESIGN OF WASTEWATER TREATMENT PLANT SEWERS	\$162,575
ESTIMATED FEE FOR FIELD SURVEYS	<u>47,935</u>
ESTIMATED DESIGN AND SURVEY FEES	210,510
CONTINGENCIES @ 10%	<u>21,050</u>
TOTAL ESTIMATED DESIGN AND SURVEY FEES WITH CONTINGENCIES	<u>\$231,560</u>
TOTAL ESTIMATED SAVINGS IN CONSTRUCTION COST	336,050
LESS TOTAL ESTIMATED DESIGN AND SURVEY FEES	<u>\$231,560</u>
ESTIMATED NET SAVINGS TO CITY	<u>\$104,490</u>



BID OPENING
CREEK LANE AREA PUBLIC IMPROVEMENTS
WEDNESDAY, JULY 10, 1991
1:30 P.M.

MINUTES

In attendance: City Manager Kathy Williamson, Director of Finance Sandra Richards and Tony Lowe from CDBG Program.

Bid opening began at precisely 1:30 p.m.

City Manager Kathy Williamson states that the engineering firms are to give a statement of procedures they feel is necessary to correct the drainage problems and include their bid for engineering costs to complete these corrections. The bids are based on a total project construction cost of \$250,000 - \$280,000.

Bid #1

Mayes, Sudderth & Etheridge, Inc. - Range from \$21,225 - \$22,976

Bid #2

Precision Planning Inc. - \$14,145

Bid #3

W. L. Jordan & Co., Inc. - There was no bid enclosed, only a statement of qualifications.

City Manager Kathy Williamson states that Precision Planning Inc. is evidently the low bid for the project. The bids will now be turned over to CDBG to review.

Bid opening adjourned at 1:55 p.m.

Judith L. Foster



WORK SESSION
MONDAY, JULY 15, 1991
7:00 P.M.

A G E N D A

- A) Review Personnel Manual

WORK SESSION
MONDAY, JULY 15, 1991
7:00 P.M.

MINUTES

In attendance: Mayor George Haggard, Council Members David Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson and all Department Heads for the City.

Work Session began at 7:05 p.m.

Personnel Manual

City Manager Kathy Williamson and Personnel Liaison Thomas Morris has worked on the Personnel Manual and is asking for input. The first five pages of the Personnel Manual were reviewed in detail.

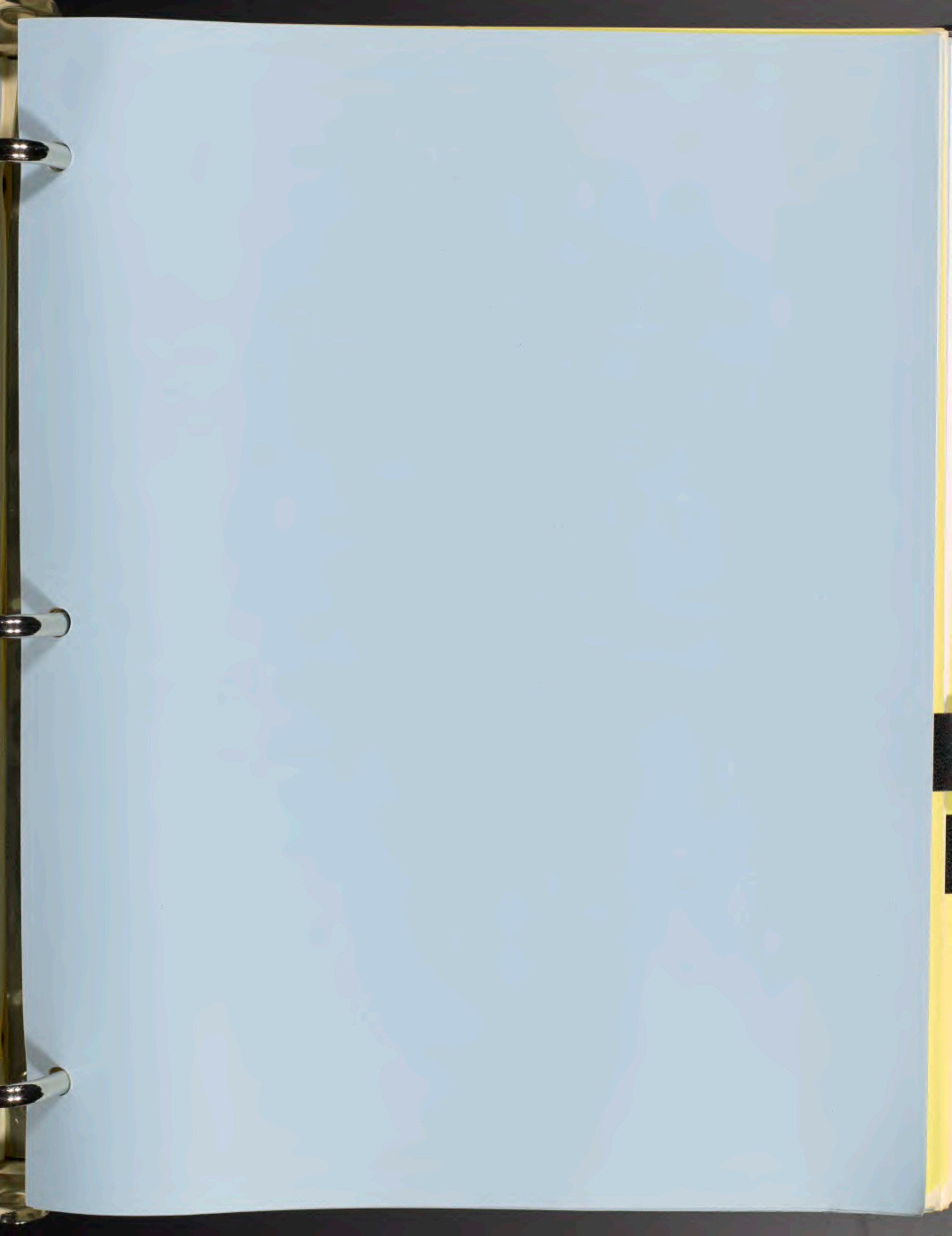
Work Session adjourned at 9:00 p.m.



CALLED COUNCIL MEETING
MONDAY, JULY 29, 1991
4:45 P.M.

A G E N D A

A) Golf Course Expenses



AUG.

SEP. 1.

SEP. 2.

CALLLED COUNCIL MEETING
WEDNESDAY, AUGUST 7, 1991
4:45 P.M.

A G E N D A

- A) Meet with Bob Mulkey to Discuss
Meca Proposal.

CALLLED COUNCIL MEETING
MONDAY, JULY 29, 1991
4:45 P.M.

MINUTES

In attendance: Mayor Pro-tem David Hawthorne, Council Members Roger Everett, Thomas Morris and Bobbie Queen, Director of Golf Bob Boltz and Director of Finance Sandra Richards.

Meeting called to order at 4:52 p.m. by Mayor Pro-tem Hawthorne.

Drainage Problems at Golf Course

Director of Golf Bob Boltz states that the Council had approved funds for drainage correction on two separate occasions, once in May for \$20,000 and again in June through a change order to correct drainage on holes 5 and 11 for \$16,000. These approvals from the Council were necessary because Keck & Wood Inc. failed to incorporate funds for drainage problems into the budget. Mr. Boltz states that \$40,000 was budgeted this year for drainage. Mr. Boltz explains that the drainage problem he is having now is on the #10 fairway and it is collecting runoff from several locations. The proposal he has will route the water from the drain on the #10 fairway to pond #10. The cost for this correction would be approximately \$18,000 and Gary Sandridge would complete the work. Council Member Everett states that this is not a part of the first 9 holes the Council agreed to work on currently to make sure it would be playable by October 15. Mr. Boltz states that it is not a part of the first 9 holes, however, it definitely effects the first 9 holes and without this correction, it would not be playable. Mr. Boltz states that this specific drainage problem directly effects hole #4. Discussion is held on where these funds would come from. Mr. Hawthorne states that since we will not be utilizing as much water from the County as we had first anticipated, we would have a savings of approximately \$75,000. Council Member Queen states that the Council had also approved \$20,000 for some monitoring wells which would not have to be installed at this time. Council Member Morris moves to authorize up to \$18,000 for the drainage correction on the #10 fairway. Second to the motion by Council Member Everett. Vote unanimous.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Queen. Vote unanimous.

Meeting adjourned at 5:15 p.m.

Judy L. Foster

CALLED COUNCIL MEETING
WEDNESDAY, AUGUST 7, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandra Richards, Director of Golf Bob Boltz, City Attorney Lee Thompson, Bonding Counsel Fred Heller and Bob Mulkey of Trust Company Bank.

Meeting called to order at 7:10 p.m. by Mayor Haggard.

Meca Property Financing Proposal

Bob Mulkey reviews the proposal with the Mayor and Council. Refer to breakdown Mr. Mulkey utilized. Fred Heller briefly discusses the legal aspects of this proposal. He states that the City would have to adopt a Resolution and hold a public hearing before the City can apply through the Georgia Dept. of Community Affairs for the bond acquisition.

Mr. Mulkey has two recommendations for a contractor to build the sewer treatment plant: Southern Champion of Atlanta and Sumner Brothers of Ellijay.

City Manager Kathy Williamson states that she needs a vote on this proposal Mr. Mulkey has presented. Council Member Hawthorne does not feel a vote is needed. Ms. Williamson states that she needs to know who the Council wants to make this proposal to Meca and when to meet with them. The Council agrees that Mr. Mulkey should make this proposal to Meca and that the City Attorney needs to be present as well as the Mayor and any Council Members who want to attend.

Recess

Council Member Hawthorne moves to enter into a closed executive session with the City Attorney to discuss potential litigation. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 8:47 p.m.

Meeting reconvened at 9:15 p.m.

Drainage Problems at Golf Course

Council Member Hawthorne states that Willard Byrd has surveyed the golf course and there are several areas that he feels needs additional drainage correction and the cost to have this work done will be approximately \$45,000. Mr. Boltz states that he had previously told the Council he could see that more drainage correction was needed, but had estimated it to be no more than \$20,000. Council Member Hawthorne states

**CALLED COUNCIL MEETING
WEDNESDAY, AUGUST 7, 1991
MINUTES, CONT'D.
PAGE 2**

that he knows this has to be done, but he does not know where the money will come from. Council Member Queen states that it is not Mr. Boltz fault, Mr. Byrd is requesting this be done. Mayor Haggard states that every time he turns around they are needing money for the golf course and he does not know where the money is going to come from. Council Member Everett states that he feels the City is being neglected in order to have the money to finish the golf course. Mayor Haggard agrees and states that the Council assured the residents that this would not happen. More discussion is held on this matter. Council Member Hawthorne moves to authorize \$45,000 to correct the drainage problems as proposed by Willard Byrd. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 9:33 p.m.

Judy Foster

CITY OF SUGAR HILL WATER & SEWER SYSTEM
 REVENUE BONDS, SERIES 1991
 MECA PROJECT

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DEBT SERVICE SCHEDULE

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DATE	PRINCIPAL	COUPON	INTEREST	PERIOD TOTAL	FISCAL TOTAL
3/ 1/92			145,950.00	145,950.00	
9/ 1/92			145,950.00	145,950.00	291,900.00
3/ 1/93			145,950.00	145,950.00	
9/ 1/93			145,950.00	145,950.00	291,900.00
3/ 1/94			145,950.00	145,950.00	
9/ 1/94	370,000.00	6.000000	145,950.00	515,950.00	661,900.00
3/ 1/95			134,850.00	134,850.00	
9/ 1/95	390,000.00	6.000000	134,850.00	524,850.00	659,700.00
3/ 1/96			123,150.00	123,150.00	
9/ 1/96	415,000.00	6.000000	123,150.00	538,150.00	661,300.00
3/ 1/97			110,700.00	110,700.00	
9/ 1/97	440,000.00	6.000000	110,700.00	550,700.00	661,400.00
3/ 1/98			97,500.00	97,500.00	
9/ 1/98	465,000.00	6.000000	97,500.00	562,500.00	660,000.00
3/ 1/99			83,550.00	83,550.00	
9/ 1/99	495,000.00	6.000000	83,550.00	578,550.00	662,100.00
3/ 1/ 0			68,700.00	68,700.00	
9/ 1/ 0	525,000.00	6.000000	68,700.00	593,700.00	662,400.00
3/ 1/ 1			52,950.00	52,950.00	
9/ 1/ 1	555,000.00	6.000000	52,950.00	607,950.00	660,900.00
3/ 1/ 2			36,300.00	36,300.00	
9/ 1/ 2	585,000.00	6.000000	36,300.00	621,300.00	657,600.00
3/ 1/ 3			18,750.00	18,750.00	
9/ 1/ 3	625,000.00	6.000000	18,750.00	643,750.00	662,500.00
	-----		-----	-----	
	4,865,000.00		2,328,600.00	7,193,600.00	
ACCRUED	4,865,000.00		2,328,600.00	7,193,600.00	
	=====		=====	=====	

Dated 9/ 1/91 with Delivery of 9/ 1/91
 Bond Years 38,810.000
 Average Coupon 6.000000
 Average Life 7.977390
 N I C % 6.000000 % Using 100.000000
 T I C % 6.164591 % From Delivery Date

TRUST COMPANY BANK PUBLIC FINANCE DEPARTMENT

RUNDATE: 08-07-1991 @ 15:39:01 FILENAME: SUGARHILL KEY: 12YRS-TWRFLTR

CITY OF SUGAR HILL WATER & SEWER SYSTEM
 Revenue Bonds, Series 1991
 MECA Project Costs

<u>DATE</u>	<u>TOTAL ANNUAL DEBT SERVICE</u>	<u>TOTAL USERS FEE</u>	<u>TOTAL COST</u>	<u># TAPS</u>	<u>TOTAL COST PER TAP</u>
9/1/92	\$291,900		\$291,900		
9/1/93	291,900		291,900		
9/1/94	661,900	\$20,148	682,048	69	
9/1/95	659,700	22,149	681,849	69	
9/1/96	661,300	24,357	685,657	69	
9/1/97	661,400	26,772	688,172	69	
9/1/98	660,000	29,532	689,532	69	
9/1/99	662,100	32,430	694,530	69	
9/1/00	662,400	35,673	698,073	69	
9/1/01	660,900	39,192	700,092	69	
9/1/02	657,600	43,125	700,725	69	
9/1/03	662,500	47,472	709,972	69	
TOTALS	<u><u>\$7,193,600</u></u>	<u><u>\$320,850</u></u>	<u><u>\$7,514,450</u></u>	<u><u>690</u></u>	<u><u>\$10,891</u></u>

CITY OF SUGAR HILL WATER & SEWER SYSTEM
Calcuation of Annual Users Fees

Bond Year	Daily Usage Per Tap (Gals.)	Annual Usage Per Tap (Gals.)	Charge per Thousand Gallons	Total Annual Charges Per Tap	# Taps	Total Annual Charges
9/1/94	400	146,000	\$2.00	\$292	69	\$20,148
9/1/95	400	146,000	2.20	321	69	22,149
9/1/96	400	146,000	2.42	353	69	24,357
9/1/97	400	146,000	2.66	388	69	26,772
9/1/98	400	146,000	2.93	428	69	29,532
9/1/99	400	146,000	3.22	470	69	32,430
9/1/00	400	146,000	3.54	517	69	35,673
9/1/01	400	146,000	3.89	568	69	39,192
9/1/02	400	146,000	4.28	625	69	43,125
9/1/03	400	146,000	4.71	688	69	47,472
Total						<u>\$320,850</u>

CITY OF SUGAR HILL WATER & SEWER SYSTEM
REVENUE BONDS, SERIES 1991
MECA PROJECT

SOURCES AND USES OF FUNDS

Source of Funds	
Series 1991 Bonds	<u>\$4,865,000</u>
Use of Funds	
Project Costs:	
Treatment Plant/Trunk Lines	\$3,534,545
MECA Project/Collection Lines	1,200,000
Underwriters Discount and Costs of Issuance	<u>130,455*</u>
Total Use of Funds	<u>\$4,865,000</u>

*Does not include Letter of Credit fees or the Letter of Credit provider's attorney fees. Includes estimates of printing and shipping the blank bonds and official statements, validation, Paying Agent initial fees, Standard & Poor's CUSIP, rating fees, Municipal Securities Rulemaking Board, Public Securities Association assessments, bond counsel and local counsel fees.



MAYOR & COUNCIL MEETING
MONDAY, AUGUST 12, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) Request for Tree Removal

New Business

- A) Sign Ordinance - Valerie Martin, The Norton Agency
- B) Annexation - Harold Garner
- C) Heavy Equipment - Sycamore Summit Residents
- D) Airing Council Meetings on Cable Television
- E) Request from Director of Finance
- F) Ultra-low-flow Fixtures Ordinance Amendment

City Manager's Report

- A) HUD Funds for Hillcrest Woods Subdivision
- B) Request for Gas Expansion to West Price Road
- C) Report on Gas Section Meeting
- D) Request for Supplies for Building Inspections Dept.

City Clerk's Report

- A) Qualifying Dates & Fees

Director of Golf's Report

- A) County Water Taps - Ken Crowe

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, AUGUST 12, 1991
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, August 9, 1991.

In attendance: Mayor George Haggard, and Council Members David Hawthorne, Reuben Davis, Roger Everett and Thomas Morris.

Meeting called to order at 7:37 p.m. by Mayor Haggard.

Invocation given by Mr. Hubert Hosch. Pledge to the flag led by Council Member Hawthorne.

Minutes

Council Member Everett moves to approve last month's minutes. Second to the motion by Council Member Morris. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson states that there was no Planning & Zoning Board Meeting last month.

Appeals Board

City Manager Kathy Williamson states that there was no Appeals Board Meeting last month.

Recreation Board

Nothing to report.

Budget & Finance

Council Member Hawthorne gives a report of the City's financial position after 7 months of operations in this fiscal year. The City has an overall favorable balance of \$470,106 after all adjustments. Refer to financial report.

Request for Tree Removal

City Manager Kathy Williamson states that we have not obtained any more bids yet and asks that this item be tabled until next month.

Sign Ordinance

Valerie Martin with The Norton Agency gives her professional opinion of the City's Sign Ordinance where it pertains to the real estate sale of commercial properties. Ms. Martin states that 80% of all sales of commercial properties are due to signage. Ms. Martin states that the City's sign ordinance only allows for a 6 square foot sign to be placed on the property and when the property is located on a major thoroughfare, which commercial property usually is, with the speed limit 45 miles per hour or more, a 6 square foot sign is only a blur as prospective buyers pass by. Ms. Martin feels that

the signs need to be substantially larger, such as 4x4 or 6x6, to attract more attention and to have enough room on the sign to make it an informational sign. Ms. Martin gives the Mayor and Council a copy of an article from the American Planning Association magazine. Mayor Haggard states that he agrees with her and he feels that it needs to be changed. Council Member Morris states that we desperately need commercial businesses in Sugar Hill. Council Member Davis agrees that the real estate agents need to be given some relief. Council Member Everett agrees as well and in addition he feels that the sign ordinance for commercial businesses needs to be changed also to direct attention to their businesses. City Manager Kathy Williamson states that this would have to be advertised before the sign ordinance could be amended since it is a part of the Zoning Ordinance. Council Member Hawthorne moves to convey this information to the Planning & Zoning Board and have them to make a recommendation to the Mayor and Council for the next Council Meeting. Second to the motion by Council Member Morris. Vote unanimous.

Annexation Proposal - Harold Garner

City Manager Kathy Williamson states that Mr. Garner approached her with his annexation request and she explained to him the proper procedure to go through for an annexation, however, he wanted to get the Council's opinion on his proposal before he expended any money for plans. Mr. Garner states that his property is located across from the golf course on Austin Garner Road and he is wanting to develop 30-40 acres of his property as a mobile home park. Mr. Garner states that the taxes have gone up so much that he has to do something with the property to help it pay for itself because he would like to keep it. Mr. Garner states that the City plans to run the interceptor sewer lines through his property and he has not yet signed them. He states that he hopes that there are no problems with the sewer treatment plant, however, he will have to wait and pursue that if a problem arises. The property is currently zoned R100. City Manager Kathy Williamson states that the property is not contiguous to the existing city limits. Council Member Hawthorne states that this property could not be annexed into the city limits until the first of next year anyway because it would have to be done through the legislature and after this years election, there may be a whole new Council that would have to approve that. Council Member Morris states that the property is contingent to the golf course property and though it cannot be taken in all at once, it could be annexed in through the Council. Council Member Morris asks Council Member Hawthorne if this would be in violation of the agreement we have with the county. Council Member Hawthorne informs Mr. Garner that the City has an agreement with the county that anytime property is annexed into the City, we

will not annex it in at a lower zoning classification and the property owner would have to wait at least a year before they could ask for a rezoning. Mr. Hawthorne states that the Council, however, can terminate this agreement at anytime. More discussion is held on this matter. Mayor Haggard thanks Mr. Garner for discussing this matter with the Council.

Heavy Equipment - Sycamore Summit Residents

Mayor Haggard states that Ms. Chandler requested this be on the agenda and she called him today and would not be able to attend. Mayor Haggard asks if we have any ordinances which would prohibit heavy machinery from operating on Sundays. Ken Crowe states that we have a Noise Ordinance, however, it does permit heavy equipment to operate between the hours of 9:00 a.m. until 9:00 p.m. on weekends and holidays. Mayor Haggard asks if the Council would be willing to amend this ordinance to prohibit this machinery to operate on Sundays. Council Member Hawthorne states that when the weather determines when you work, sometimes it makes it necessary to work on Sundays and he would not be willing to amend the ordinance for this purpose. Council Member Morris agrees with Mr. Hawthorne. City Manager Kathy Williamson states that it is a short term problem which would only last until the subdivision is built out. Mayor Haggard states that he will report this back to the residents who are complaining.

Airing Council Meetings on Cable Television

City Manager Kathy Williamson states that a resident has requested that the Mayor and Council have the Council Meetings video taped and aired on cable television. Ms. Williamson states that this could be done through an amendment to the franchise agreement with N.E. Gwinnett Cable, however, she feels that it is not warranted at this time since our population is only 5,000. The City of Lawrenceville is the only City in the county that is doing this and it is because of their population being 3 times larger than ours. Council Member Morris feels that the residents have a right to attend the Council Meetings and if they are not willing to attend them, they would not watch them on television either. Mayor Haggard states that they can tape the meetings if they want as long as it doesn't cost the City anything. Council Member Hawthorne moves to table this item indefinitely. Second to the motion by Council Member Morris. Vote unanimous.

Request from Director of Finance

Director of Finance Sandra Richards states that she has obtained bids for an automated check signer per request of some Council Members and Born Printing has the lowest bid since they offer us a 25% discount. The cost for the automated check signer would be \$988. Council Member Hawthorne asks about the checks

and balances system with having this machine. Ms. Richards states that the City Manager and herself always reviews the bills before checks are ran and then Shirley Gibbs actually runs the checks, therefore, more than one person handles the accounts payable. Ms. Richards states that we have an audit each year as well. Council Member Hawthorne moves to purchase the automated check signer. Second to the motion by Council Member Morris. Vote unanimous.

Request for Battery Back-up for Phone System

Director of Finance Sandra Richards is also requesting to purchase a battery backup for the phone system so that we still have contact when the power goes out. The cost for this battery back-up is approximately \$420. Council Member Hawthorne moves to purchase the battery back-up. Second to the motion by Council Member Davis. Vote unanimous.

Ultra-low-flow Fixtures Ordinance Amendment

City Manager Kathy Williamson states that the Atlanta Regional Commission is requesting all cities adopt this Ordinance Amendment to delay the deadline for these ultra-low-flow plumbing fixtures until April 1, 1992 for residential buildings. Council Member Hawthorne moves to adopt the Ordinance Amendment. Second to the motion by Council Member Morris. Vote unanimous.

HUD Funds for Hillcrest Woods Subdivision

City Manager Kathy Williamson reports that the City will receive approximately \$21,000 through HUD funds for the drainage problems in the Hillcrest Woods Subdivision. Refer to memo. Ms. Williamson states that we advertised for bids and Precision Planning had the low bid for the engineering work on the project which was \$17,000. Council Member Morris moves to accept the bid from Precision Planning for the engineering work. Second to the motion by Council Member Everett. Vote unanimous.

Request for Gas Expansion to West Price Road

City Manager Kathy Williamson is requesting approval to service gas to residents on West Price Road across Suwanee Dam Road where it turns to dirt. The cost for this expansion is approximately \$3,614. Ms. Williamson states that the Director of Finance has put together a report showing the revenue that would be generated over a period of 5 years by doing this expansion. Refer to memo. Council Member Hawthorne moves to expand our gas service out West Price Road. Second to the motion by Council Member Morris. Vote unanimous.

Report on Gas Section Meeting

City Manager Kathy Williamson gives a report of the business discussed at the Gas Section Meeting she attended last month. Refer to memo.

Request for Supplies for Building Inspections Dept.

City Manager Kathy Williamson states that the Building Inspections Department needs more affidavit forms and they will cost \$176. Council Member Hawthorne moves to authorize the funds to purchase these affidavit forms. Second to the motion by Council Member Morris. Vote unanimous.

Request for Supplies for Utilities Department

City Manager Kathy Williamson states that the Utilities Department is in need of some miscellaneous supplies which were budgeted for this year. Refer to listing. Council Member Hawthorne moves to authorize the funds to purchase these supplies. Second to the motion by Council Member Morris. Vote unanimous.

Qualifying Dates & Fees

City Clerk Judy Foster states that the City Election will be held on Saturday, October 26 this year and qualifying for the 3 Council Seats that expire this year will begin at 8:00 a.m. on Monday, September 23, 1991 and end at 5:00 p.m. on Friday, September 27, 1991. The last day to register to be eligible to vote in this years election is September 27, 1991. Ms. Foster is recommending the qualifying fees be increased to 3% of the annual stipend for the Mayor and Council seats in order to stay in compliance with the Georgia Election Code. Council Member Hawthorne moves to charge 3% of the annual stipend for qualifying fees. Second to the motion by Council Member Morris. Vote unanimous.

Maintenance Agreement for Fax Machine

City Clerk Judy Foster states that the maintenance agreement for the fax machine will expire the end of October and it will cost \$400 to renew it. Council Member Hawthorne asks if it is feasible to do this. Ms. Foster states that the fax machine has had to be repaired at least twice this past year and had we not had the maintenance agreement, it would have cost us over \$800. Council Member Morris moves to renew the maintenance agreement for the fax machine. Second to the motion by Council Member Everett. Vote unanimous.

Director of Golf's Report

Director of Golf Bob Boltz reports on the status of the golf course construction. He states that the front nine fairways and roughs have been seeded and most of the areas are growing well and have been mowed 3-5 times. The remainder of the walls in the EDI contract should be complete this week. The green covers have been removed and will be fumigated. The front 9 tees were sprigged August 3 and are doing well. All irrigation material that was in the contract is now in the ground and the front 9 is functioning well, however, some fine tuning is being done in the pump houses. Three truckloads of sod have been laid on the first 9 holes.

Equipment for Golf Course

Director of Golf Bob Boltz is requesting \$14,786.40 for a 4-wheel drive out front Toro mower. Mr. Boltz states that this mower will be utilized on 90% of the golf course. This item was budgeted for this year. Council Member Hawthorne asks if Mr. Boltz has obtained bids. Mr. Boltz states that he has obtained bids. Council Member Hawthorne moves to authorize the funds to purchase this mower. Second to the motion by Council Member Davis. Vote unanimous.

Water Taps at Golf Course

Ken Crowe states that the county has already made one water tap at the golf course and we have to construct a building over the tap. Mr. Crowe has obtained two bids for this building. The first bid is for \$750 for a Sears metal building. The second bid is for \$1,200 for a concrete block building on a slab. Council Member Morris feels that a metal building would not be as stable and secure as a concrete block building. Council Member Morris moves to authorize the funds to construct a concrete block building over the water tap. Second to the motion by Council Member Hawthorne. Vote unanimous.

Mr. Crowe states that a second water tap is needed near the maintenance barn and we will then run a line up to the clubhouse. Mr. Crowe states that we are ready to do that as soon as Mr. Boltz obtains a permit from the county. Before this permit can be obtained, some engineering work has to be done. Mr. Crowe states that this tap can be placed in a vault in the ground and will not need a building.

Council Reports

Council Member Hawthorne encourages the residents to visit the golf course now that there is finally some grass there.

Citizen's Comments

A.G. Harris states that he wants to build a carport shelter for his car and when he called City Hall to inquire about this, he was told that he would have to apply for a variance because this structure would have to be in the back yard. Mr. Harris states that he does not have a problem with applying for a variance to the Board of Appeals. His problem is that his carport is only going to cost approximately \$880 and he has to pay \$150 for a variance and still may not be able to install his carport. He feels that the fee should be less for a taxpayer. City Manager Kathy Williamson states that this fee was established because of so many builders applying for variances and we may be able to change the fee for taxpayers,

MAYOR & COUNCIL MEETING
MONDAY, AUGUST 12, 1991
MINUTES, CONT'D.
PAGE 7

however, she would like to check with the City Attorney first. Council Member Everett moves to authorize the City Manager to contact the City Attorney concerning this matter. Second to the motion by Council Member Morris. Vote unanimous.

James McCullough of Diggers Way asks why the City is painting orange lines on his street. City Manager Kathy Williamson states that the maintenance bond for the streets is about to expire and they are having the developer correct some paving problems before the city adopts the roads.

Mr. McCullough states that he has heard rumors of a developer proposing to extend his subdivision out to Peachtree Industrial Boulevard. City Manager Kathy Williamson states that no official plans have been submitted to the City.

Mr. McCullough states that he has also heard rumors that the location for the outer perimeter has moved up Level Creek Road to the back of his subdivision. City Manager Kathy Williamson states that this is not true, it will still be down at the creek.

Evelyn Ross of Lois Drive states that she is having problems with cars being parked along her street and with dogs running loose. She contacted the Gwinnett County Animal Control but had no success. City Manager Kathy Williamson states that she will see what she can do.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 9:30 p.m.

Judy L. Foster

7 MONTHS FY 1991

INITIALS	DATE
PREPARED BY	
APPROVED BY	

	1	2	3	4	5	6
FUND	MONTH REVENUE	YTD REVENUE	MONTH EXPENSE	YTD EXPENSE		VARIANCE YTD
GENERAL	\$ 19,165	\$ 417,577	\$ 54,931	\$ 347,107		\$ 70,470
SANITATION	18,836	125,986	40,784	153,887		< 27,901 >
GAS	49,550	1,105,934	63,127	670,381		435,553
WATER	49,466	360,493	45,851	333,152		27,341
ST. + BRIDGE	1,394	7,511	11,472	76,652		< 69,141 >
SEWER	27,590	162,704	12,621	109,260		53,444
SUB TOTAL	166,001	2,180,205	228,786	1,690,439		489,766
GOLF COURSE	32	149	22,777	114,000		< 113,851 >
GRAND TOTAL	166,033	2,180,354	251,563	1,804,439		375,915
other revenue sewer tap fees	200,000	444,191				444,191
other expenses 1989 bond			50,000	350,000		< 350,000 >
GRAND TOTAL with adjustments	\$ 366,033	\$ 2,624,545	\$ 301,563	\$ 2,154,439		\$ 470,106



SINCE 1928

MEMO TO: JUDY FOSTER
CITY CLERK

FROM: VALERIE MARTIN
THE NORTON AGENCY

DATE: JULY 23, 1991

I REQUEST TO BE PUT ON THE AGENDA FOR THE CITY COUNCIL MEETING, MONDAY, AUGUST 12, 1991. I WOULD LIKE TO SHARE MY PROFESSIONAL VIEWPOINTS CONCERNING THE COMMERCIAL SIGN ORDINANCE FOR SUGAR HILL. PLEASE NOTIFY ME AT 945-1076, 4510 HIGHWAY 20, SUGAR HILL, GA. 30518.

W. L. NORTON AGENCY, INC., REAL ESTATE-INSURANCE

COMMERCIAL
200 Main Street
Gainesville, GA 30501
404/532-0022
1-800-955-0022

GAINESVILLE
393 Green St.
Gainesville, GA 30501
404/536-1250

SOUTH HALL
Mundy Mill Rd.
Oakwood, GA 30566
404/532-6366

MOUNTAIN PROPERTIES
P.O. Box 979
On The Square
Clarksville, GA 30523
404/754-5700
1-800-866-4001

NORTH GWINNETT
4510 Highway 20
Buford, GA 30518
404/945-1076

DULUTH
3200-7 Buford Hwy.
Duluth, GA 30136
404/476-0289

INSURANCE
393 Green Street
Gainesville, GA 30501
404/534-5248
1-800-288-5248

7/11/79

PAS memo

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March 1979

79-3

Regulating Temporary Signs

By Joel Werth, William Toner, and Peg Corwin

What is a temporary sign? A short walk or drive in any neighborhood, commercial district, or rural area will tell you all you need to know. A temporary sign is the sign announcing the neighborhood garage sale; the sign on the corner drugstore window advertising the low, low prices; the "for sale" sign stuck under the windshield wiper of that shiny, new VW; the sign lashed to the lamppost saying, "Send Jane Jones to Congress"; the sign on the vacant corner announcing, "This property zoned commercial and available for development." The main thing about temporary signs is just that—they are temporary, or at least they are supposed to be. In addition, the temporary sign is the type of sign most likely to be found in residential areas. Unfortunately, temporary signs are as common as they are difficult to regulate.

This *PAS Memo* describes the ways in which local governments regulate temporary signs. A future *Memo* will deal with a related issue, the regulation of portable signs. Both memos are based on an analysis of over 80 sign ordinances in APA's research files.

Definitions

Two characteristics distinguish temporary signs from other signs—the length of time they are posted and the materials of which they are constructed—and these characteristics are re-

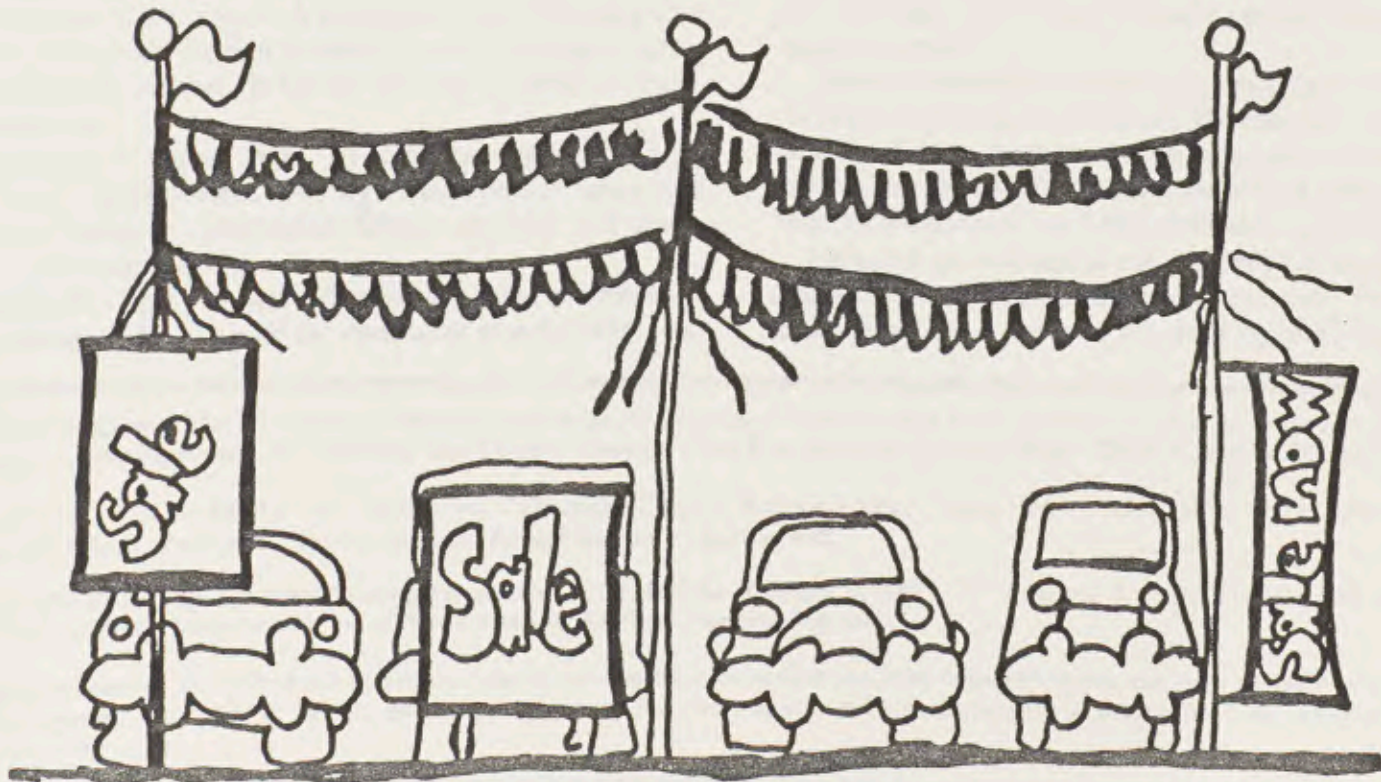
flected in ordinance definitions. Most regulations include a phrase like "intended to be displayed for a short period of time only." Some regulations specify the meaning of temporary; "for a period not to exceed seven consecutive days," for instance, or 30 days or six months. Time limitations may vary according to the type of temporary sign being regulated—as will be described below—but in many cases the precise duration is left open.

Some definitions mention specific materials or physical characteristics of temporary signs. An example is Charleston, West Virginia's definition: "A display, informational sign, banner, or other advertising device constructed of cloth, canvas, fabric, wood, or other temporary material, with or without a structural frame and intended for a limited period of display, including decorative displays for holidays or public demonstrations." This definition makes it obvious that some temporary signs are "signs" only in the broadest sense of the word.

Following are sample definitions for the most common categories of temporary signs—real estate sales and rental, special event and announcement, and political:

In several cases, the courts have invalidated total bans on political signs. The Ohio Supreme Court overturned regulations prohibiting political signs anywhere in the town of South Euclid on free speech grounds (*Peltz v. South Euclid*, 11 Ohio St.2d 128, 40 Ohio Op.2d 129, 228 N.E.2d 320 [1967]). This decision suggests that local governments cannot get around problems with political signs by outlawing them categorically.

Similarly, a Redwood City, California, ordinance prohibiting any signs, including political signs, in residential neigh-



Source: City of Dallas. *Sign Manual*, p. 48.

borhoods was overturned by the Ninth Circuit Court of Appeals (540 F.2d 1360). In this case, the court held that the size limitations on individual signs and on the number allowed on each piece of property did not violate the First Amendment. However, the court ruled that the limitation on the "aggregate area of posters on behalf of a single candidate or issue" was an unconstitutional restriction of First Amendment freedoms. For the same reason, the court ruled that Redwood City's high permit fees were invalid.

Legal problems also may arise with real estate sale signs. Claiming that real estate panic peddling was causing property to devalue, Willingsboro Township, New Jersey, prohibited residential real estate "for sale" and "sold" signs in its zoning ordinance. In 1977, the U.S. Supreme Court unanimously ruled in *Linmark Associates, Inc. v. Willingsboro* (45 U.S.L.W. 4441) that the ordinance violated First Amendment freedoms. The court held that the township did not demonstrate that the ordinance was needed to assure the goal of a stable integrated community. The court reasoned that the ordinance deprived residents of information of vital interest to them and impaired "the flow of truthful and legitimate commercial information."

It should be noted that the courts are unlikely to support regulations solely on aesthetic grounds. However, in the case of Redwood City, the court was sympathetic to aesthetic problems. It recommended design restrictions, rather than outright bans of temporary political signs that the community considered unsightly.

Enforcement and Amortization

By requiring permits, charging fees, and requiring bonds for the temporary signs, communities gain varying degrees of control over them, including the opportunity to review descriptions of the signs before they are posted. Since political signs are numerous and cause litter problems, communities often single them out for permits, fees, and bonds.

In order to be enforceable, temporary sign provisions must clearly describe the signs to which the regulations apply.

Real Estate Sales and Rental Signs

1. *Real Estate Sale Signs*: "A temporary sign indicating that the lot on which the sign is located, or any building or structure located thereon, is for sale or lease." (Baldwin Park, California)
2. *Construction Project Sign*: "A temporary sign identifying a construction project. The sign may contain name and project, name of construction firm(s), architect and developer." (Ogden, Utah)
3. *Subdivision Sign*: "A sign indicating the name of a recorded subdivision, the name of the contractor or subdivider, the

name of the owner or agency; and/or giving information regarding directions, price and/or terms." (Modesto, California)

Special Event and Announcement Signs

1. *Window Sign*: "Any sign painted on a window or constructed of paper, cloth, or other light material and attached to, or located within six feet of the interior side of the window, and displayed so as to call the attention of persons outside the building to a temporary sale of merchandise or a change in the status of the business." (proposed definition, Phoenix, Arizona)
2. *Grand Opening Displays*: "Temporary signs, posters, banners, strings of lights, clusters of flags, blinking lights, balloons, and searchlights are permitted for a period of one week only to announce the opening of a completely new enterprise or the opening of an enterprise under new management." (Bellevue, Washington)
3. *Poster Sign*: "A temporary sign printed on paper, cardboard, or similar material which is generally displayed in windows or attached to trees, poles, buildings; or staked in the ground." (Baldwin Park, California)

Political Signs

"A sign advertising a candidate for political office, a political party, or a measure scheduled for an election." (Modesto)

Potential Legal Issues

Like most land-use regulations, sign ordinances—including regulations for temporary signs—are justified on the basis of a local government's police power, its power to protect the public health, safety, and welfare of its citizens. When the provisions of temporary sign regulations conflict with the First Amendment to the Constitution, problems will arise. Litigation on freedom of speech grounds most often has been used to challenge regulations governing political and real estate sale signs.

A grace period might be allowed to familiarize the community with the new regulations and to permit the removal of nonconforming signs. The grace period could be as short as 30 or 60 days, in contrast to longer periods for removing permanent signs.

Some communities include temporary signs within a permanent sign amortization schedule. For example, Glendale, California, allows a maximum of 90 days before removal of a sign costing less than \$100, 180 days for \$100-\$500 signs, and 180 days for each additional \$500 increment, up to five years.

Although procedures for enforcement will vary from municipality to municipality and from state to state, ease of administration will be a factor in the drafting of all regulations. If

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permits are required, for example, a tickler file will be needed to remind the zoning inspector to check on sign removal.

To ensure removal of signs, cash deposits or bonds might be required. In DeKalb, Illinois, for example, each candidate must pay a \$10 fee to put up political signs and post a \$100 bond or cash deposit to ensure the removal of signs within 10 days after the election. Santa Maria, California, gives the city administrator discretion to waive the required \$25 deposit.

In Sarasota, Florida, individuals or organizations requesting permit approval must post bonds ranging from \$10,000 to \$25,000 to protect the city against "any and all liability in any way arising out of the erection or maintenance of any such sign."

A community should keep in mind that, if a high bond is required, the applicant is likely to purchase an insurance policy to meet the bond requirement. The premium paid will not be refunded. Thus, the bond requirement will be costly to the applicant. Since state laws covering the posting of bonds vary, it is advisable to consult with the municipal attorney before imposing such a requirement.

Alternative Regulatory Approaches

There are three common approaches to regulating temporary signs: permitting temporary signs by right; permitting them as part of the maximum allowable signage in specific zoning districts; distinguishing among various types of temporary signs and including time, size, height, and placement provisions that apply to particular types. Design review procedures, an entirely different method of regulation, are not considered in this *Memo*.

Even when temporary signs are permitted of right, some ordinances prohibit affixing them to such structures as utility lines, telephone poles, fences, trees not on the sign owner's property, signposts, and lampposts. They also may be prohibited in certain locations such as along or over public rights-of-way.

Permitting Temporary Signs by Right

Temporary signs that do not pose a particular hazard to the public often are allowed by right. Ithaca, New York's ordinance is an example. It covers temporary signs in one paragraph of its sign ordinance. The ordinance allows by right "all signs of a temporary nature, such as political posters, banners, promotional devices," for a period not exceeding 30 days. No permits are required, provided the consent of the property owner or occupant is obtained and the signs are not attached to fences, trees, or utility poles. The signs must not obstruct or impair vision or traffic or disturb the health and welfare of the general public. The ordinance requires that the signs include the name and address of the sponsoring individual or organization, as well as the name of the person responsible for removal.

Ithaca reports difficulty in enforcing this provision, however. Chain drugstores, for instance, continue to advertise weekly sales by means of window signs that are larger than allowed and that do not identify the sponsoring organization. In cities that do not require permits, local governments must work closely with retailers to ensure that temporary sign ordinances are not ignored.

A model sign code prepared for the Boston Redevelopment Authority and HUD offers another example of a by-right pro-

vision. The provision allows construction signs, real estate signs, special event signs, and display window signs without a permit for a period up to one year, unless otherwise specified. The code appears in *City Signs and Lights: A Policy Study*, by Stephen Carr (MIT Press; 1973; \$3).

Temporary Signs as Part of Maximum Allowable Signage

Davis, California, includes temporary signs in a permanent sign standard called "maximum allowable signage," which is applicable to commercial and industrial districts. The maximum allowable signage varies from 50 square feet in commercial neighborhood and residential transition zones, to 100 square feet in the central commercial zone, to 2,000 square feet in the commercial highway zone. Davis does not use the maximum allowable signage standard in residential and agricultural districts.

The standard relates signage to lot frontage. For example, the maximum allowable signage—temporary or permanent—in the central commercial zone would be 64 square feet for a business with a 40-foot frontage. Davis's design review commission, which rules on all sign applications, can make additional restrictions a condition of approval; for example, limiting window signs to one section of the window.

Regulations for Various Types of Temporary Signs

Temporary signs often are divided into categories: real estate sale and rental, special event, and political. Many communities spell out specific regulations for each type.

1. *Real Estate Sale and Rental Signs*—Typically regulated by these five ordinance provisions:

a. Number of signs per property. Glendale's ordinance allows only one real estate sign per lot. DeKalb and Bellevue allow one sign per street frontage. Mesa, Arizona, allows more signs if the frontage length is greater than 300 feet; however, signs must be at least 300 feet apart.

b. Placement of signs. Most ordinances require real estate signs to be set back from the property line in commercial and industrial districts but not in residential areas. In residential districts, many only specify that the signs must be located on private property. In Bellevue, a sign must be 15 feet from the property line in commercial and industrial districts. A sign in commercial and industrial districts in Mesa must be 10 feet from the public right-of-way if the property is under 10 acres and 20 feet if the property is over 10 acres.

c. Maximum duration. Many ordinances, like Mesa's, specify that signs must be removed within 10 days after the real estate transaction. However, Bellevue allows the signs to remain for up to 360 days.

d. *Gross sign area*. The gross area permitted for signs in residential areas ranges from four square feet in Whittier and San Anselmo, California, and in Bellevue to six square feet in Glendale. In commercial and industrial districts, the size permitted ranges from a high of 100 square feet in Whittier to a low of 12 square feet in San Anselmo. Mesa allows signs of up to 32 square feet on properties of 10 acres or more in all zoning districts. On one- to 10-acre lots in commercial and industrial areas, signs are not to exceed 12 square feet.

e. *Height limitations*. Many ordinances do not specify maximum height. When they do, the maximum is higher in commercial and industrial districts than in residential districts. Whittier, for example, allows five-foot signs in residential dis-

districts and 12-foot signs in commercial and industrial districts. Mesa has a 42-inch maximum in all zoning districts if the sign is not more than eight square feet in area. In commercial or industrial districts, the maximum height allowed is eight feet.

Subdivision signs. Local standards vary widely. Mesa allows one subdivision sign if fewer than 50 lots are being sold, two for 50 to 299 lots, and three for over 300 lots. Whittier permits one sign for every 20 lots. Glendale allows one sign per subdivision, and DeKalb allows one per street frontage.

In DeKalb, subdivision signs may be displayed for up to five years, while in Bellevue, Baldwin Park, and Whittier, the maximum is one year. A common provision to control duration is the percentage sold rule, which says that signs must come down after a certain percentage of the lots (usually 75 percent) are sold.

The maximum height for subdivision signs varies from 12 feet in Bellevue to 20 feet in Baldwin Park and Mesa. In Mesa, subdivision signs must be set back 10 feet from public rights-of-way. In DeKalb, a 20-foot setback is required, and in Bellevue, subdivision signs must be set back at least 30 feet from abutting property lines.

Mesa permits the largest gross area for subdivision signs—up to 160 square feet. Bellevue limits signs to 32 square feet. DeKalb establishes gross area as a function of the size of the property: 30 square feet for under one acre, 40 square feet for up to four acres, 60 square feet for up to 12 acres, and 90 square feet for over 12 acres.

Temporary signs also are used to direct prospective purchasers to houses that are for sale and open for inspection and to model homes in subdivisions. Up to four directional signs are allowed in Bellevue, but they may not be located more than a mile from the nearest subdivision entrance, and they may not include real estate company names.

Construction Signs. Signs identifying contractors, subcontractors, architects, and engineers constitute another category of real estate sign. Many communities allow one construction sign per frontage, but Mesa permits one per contractor or subcontractor for every frontage.

Both Mesa and DeKalb permit construction signs of up to 36 square feet, depending on the size of the site and the number of contractors involved. San Anselmo allows construction signs of up to four square feet for single-family dwellings and 24 square feet in other cases. The maximum height permitted ranges from 42 inches in Mesa to 16 feet in Glendale. Some ordinances allow construction signs to be displayed up to 10 days after construction ends, and others until occupancy permits are issued. DeKalb sets a five-year time limit for display of construction signs. Generally, the signs must be placed at least 10 feet from public rights-of-way or 30 feet from abutting property lines.

2. Special Event Signs—Window signs and displays, posters, banners, string lights, cluster flags, balloons, searchlights, holiday signs, grand opening signs, carnival and fair signs, temporary signs used to advertise such seasonal sale items as Christmas trees, church bulletin boards, and awning signs. Some communities ban flags, pennants, banners, cluster flags, searchlights, and balloons. Because special events are onetime affairs, provisions often list surfaces and structures to which signs may not be affixed. Regulations governing special event signs often relate to commercial districts, since retail firms are

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015562

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WASHINGTON

DC 20005

most likely to stage special events to attract new businesses. Number and height are not regulated in provisions relating to special event signs. For further details about special event signs, see the December 1978 *Pas Memo*, "Regulating Garage Sales, Flea Markets, and Other Temporary Sales."

Permitted size for special event signs ranges from four square feet in Glendale to 120 square feet in DeKalb. The ordinances examined allow special event signs to be exhibited from seven to 30 days.

Window signs, which are usually treated separately in ordinances, are discussed in *Street Graphics*, by William Ewald (Landscape Architecture Foundation, 1750 Old Meadow Road, McLean, VA 22101; \$10). Ewald recommends that special event signs be allowed on 15 percent of the window area. Usually, window signs are limited to 25 percent of window area.

3. Political Signs—Also regulated as to number of signs permitted, duration, gross sign area, placement, and requirements for bonds or cash deposits (as discussed above).

The number of political signs is unlimited in DeKalb, while in San Anselmo, Mesa, and Glendale, one political sign is permitted per property. South Euclid allows 20 signs per candidate or issue. Communities tend to allow political signs to stay up for a longer period of time if they require permits than if they do not. For example, DeKalb grants temporary permits for up to 90 days provided that certain restrictions are observed. Mesa, which does not require a permit, allows signs to be erected 60 days before the election and removed within 10 days after the election. Whittier, which also does not require permits, specifies that political signs must be removed within 30 days after their placement, or by 7:00 p.m. of the day following the election, whichever comes first.

The gross sign area permitted in some of the ordinances reviewed varies by district. In Mesa, political signs may be 10 square feet in residential zones, but 50 square feet in commercial and industrial districts. In Glendale, the limit is six square feet in residential and 24 square feet in commercial and industrial districts. In Whittier and San Anselmo, the area permitted is the same in all districts, six square feet in Whittier and four in San Anselmo. In Mesa, political signs must be 10 feet from public rights-of-way in residential districts. In Glendale, they must be 25 feet from the street pavement and 50 feet from the nearest curb intersections. San Anselmo prohibits freestanding political signs in residential areas. DeKalb prohibits all political signs in residential areas.

For further information on temporary signs, contact Joel Werth at APA's Chicago office.

July 29, 1991

City of Sugar Hill
Mayor and Council
4988 West Broad St.
Sugar Hill, Ga. 30518

Dear Mayor and Council,

I would like to be placed on the agenda for your next meeting if possible. I would like to discuss the possibility of annexing a portion of my property into the city, and also rezoning the same.

Sincerely,

Harold Garner

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



July 17, 1991

Harold Garner
6318 Suwanee Dam Road
Buford, Ga. 30518

Dear Mr. Garner,

This letter is in reference to the conversation you had with myself and Mrs. Williamson regarding annexation of your property located in Land Lots 348 & 349 of the 7th district and the subsequent rezoning of said property to M.H. (Mobile Home Subdivision).

You need to send a letter formally requesting to be placed upon the agenda for future meeting of the Mayor & Council to formally address this situation to them.

Please contact Mrs. Judy Foster, City Clerk, at 945-6716 for instructions in how to be formally placed upon the agenda and time tables involved in meeting schedulings.

The next scheduled meeting is August 12, 1991 at 7:30 p.m. Any questions may be directed to me or the City Clerk.

Sincerely,


Ken Crowe
Inspections and Planning

kbl

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518

(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY CLERK
DATE: AUGUST 12, 1991
RE: AIRING COUNCIL MEETINGS ON CABLE TELEVISION

After receiving the letter from Mr. Holt, I contacted N.E. Gwinnett CableVision. They told me that in order to do this, we would have to amend our current franchise agreement.

N.E. Gwinnett CableVision is currently video taping the City of Lawrenceville's Council Meetings. I talked to Bob Baroni and he said that they have not had any problems with this and it has even been beneficial to them in a potential legal issue. Mr. Baroni stated that it did not cost the City anything.

5096 Oak Grove Drive
Sugar Hill, GA 30518
July 31, 1991

Mrs. Kathy Williamson, City Manager
City of Sugar Hill
234 W. Broad St.
Sugar Hill, GA 30518

Dear Mrs. Williamson,

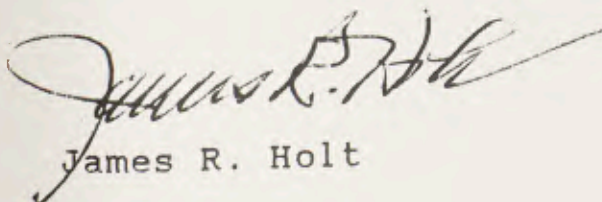
After our brief telephone conversation the other day about cable television service in Sugar Hill, I spoke to a representative of Cablevision in Suwanee, learning the following;

Northeast Gwinnett Cablevision now has in place a staffed, Local Origination Department. Upon request from the City of Sugar Hill, they will gladly arrange to videotape regular City Council public meetings and broadcast them on channel 17 (not channel 51 as you believed), several times over, prior to the next regular Council meeting. Cablevision has been doing this on behalf of the City of Lawrenceville for several months.

For those residents such as myself, who frequently travel out of town in their work, and because coverage of Council meetings by the Daily News is much less than adequate (unless there is a matter of controversy to be debated/acted upon in the Agenda), I respectfully suggest/request that the City promptly avail itself of this service, in the interest of promoting citizen involvement in the City's affairs. It seems to me that with what all of you must anticipate as a tremendous increase in "cash handle" you and Council will administer/account for when the golf course/treatment plant facilities go in service, that broadcasting these meetings to the community would be an excellent way to reassure all of us that the Council & Administration are properly conducting City business.

Please consult with Council on this request and kindly let me know your collective thinking.

Sincerely,


James R. Holt

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4588 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: AUGUST 8, 1991
RE: REQUEST FOR AUTOMATIC CHECK SIGNER

Due to the fact that we will be ordering new checks for the new computer system, I have been looking into purchasing an automatic check signer. I have priced two machines: one from Born Printing and Office Supplies and one from Paymaster Co. Both machines were the same price (\$1299.00), however, due to the fact that Born gives the city a 25% discount, the cost is reduced to \$988.48.

If it is to the pleasure of the council, I recommend we purchase the check signer from Born Printing for \$988.48.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: AUGUST 12, 1991
RE: ULTRA-LOW-FLOW ORDINANCE AMENDMENT

Attached is a resolution given to us by the Atlanta Regional Commission, requesting that we change the deadlines for the ultra-low-flow plumbing fixtures be April 1, 1992 for residential buildings instead of July 1, 1991. They also have made some amendments to the model ordinance which we have already adopted. This resolution includes adopting these changes as well.

The amendments to the Ordinance is also attached which has the changes highlighted in bold print.

5/31/91

MODEL ORDINANCE

An ordinance which establishes minimum efficiency standards for plumbing fixtures.

Section 1. Purpose.

It is the purpose of this ordinance to require the use of ultra-low flow plumbing fixtures in all new construction, or when replacing plumbing fixtures during renovation or remodeling of existing buildings; to require the certification of plumbing fixtures regarding flow rates and serviceability standards; to promote compliance with Georgia State laws for the purpose of conserving water; to maintain the integrity of drinking water supplies and to reduce wastewater flows.

Section 2. Definitions.

- (a) "Plumbing fixtures," as referred to in this ordinance, shall mean any toilet, urinal, showerhead, bathroom, lavatory and kitchen faucet and replacement aerators.
- (b) "Toilet," as referred to in this ordinance, shall mean any fixture consisting of a water flushed bowl with a seat, used for the disposal of human waste.
- (c) "Urinal," as referred to in this ordinance, shall mean any fixture consisting of a water flushed bowl used for the disposal of human waste.
- (d) "Residential Building," as referred to in this ordinance, means any building or unit of a building intended for occupancy as a dwelling but shall not include a hotel or motel.
- (e) "Commercial Building," as referred to in this ordinance, means any type of building other than residential.

Section 3. Standards.

No plumbing fixture shall be installed which does not meet the standards listed in this section or the Georgia State Plumbing Code (or the Standard Plumbing Code with Georgia amendments), whichever is stricter. This includes all plumbing fixtures installed in newly constructed buildings or when replacing plumbing fixtures during remodeling or renovation of existing buildings, except as noted in Section 5. The effective date of this requirement for residential buildings shall be April 1, 1992, and for commercial buildings shall be July 1, 1992.

- (a) All plumbing fixtures installed as referred to above should not exceed the following maximum water use rates:
 - (i) Toilets.....1.6 gallons per flush,
 - (ii) Urinals.....1.0 gallons per flush,
 - (iii) Showerheads.....2.5 gallons per minute,
at 60 psi gage pressure
 - (iv) Kitchen Faucets.....2.5 gallons per minute,
 - (v) Bathroom and Lavatory Faucets....2.0 gallons per minute

- (b) The flow restriction device in a showerhead must be a permanent and integral part of the showerhead and must not be removable to allow flow rates in excess of that stated in Section 3(a).
- (c) Lavatory faucets located in restrooms intended for use by the general public shall be of the metering or self-closing type, in addition to the flow requirement listed in Section 3(a).
- (d) The flow rates for all showerheads, kitchen, bathroom and lavatory faucets shall be determined in accordance with ANSI/ASME A112.18.1M-1989 Plumbing Fixture Fittings, as amended; except that maximum flow rates may not exceed those given in Section 3(a) herein.
- (e) All toilets and urinals shall be certified to meet the hydraulic performance standards for "low consumption" water closets specified in ANSI/ASME A112.19.2-1990 Vitreous China Plumbing Fixtures, as amended, and ANSI/ASME A112.19.6-1990 Hydraulic Requirements for Water Closets and Urinals, as amended.

Section 4. Product Certification.

The manufacturer shall certify compliance with the standards listed in Section 3 by labeling the fixture and packaging as described below and providing upon request, appropriate certification by an independent national testing organization acceptable to the Director of _____. Effective April 1, 1992, all toilets, urinals, showerheads or faucets shall be clearly labeled to indicate the maximum flow rate or water usage of the fixture at the specified test pressure. Toilets and urinals shall additionally be labeled ASME A112.19.2M, as prescribed in section 8 of said standard. The label shall be affixed to the fixture and remain there until the proper building and/or plumbing inspections have been conducted. Also, the packaging must be clearly marked to identify water use rates when offered for retail.

Section 5. Exceptions.

The following fixture uses or applications shall be exempt from the standards established in Section 3.

- (a) Showers and faucets installed for safety purposes, such as emergency eye wash stations, etc.
- (b) Plumbing fixtures specifically designed for the physically handicapped.
- (c) Fixtures specifically designed to withstand unusual abuse or for installation in a correctional institutions which may require more water for proper operation.
- (d) Instances of building renovation where significant plumbing modifications would be required to accommodate the lower flows or for specialized purposes which cannot be accommodated by existing technology. Permission for the exceptions listed here must be obtained from the director of the appropriate governmental department administering these rules.

Section 6. Penalties for Violation.

- (a) Any person who violates any provision of this ordinance shall be subject to a fine not to exceed five hundred dollars for each violation. Each violation shall constitute a separate offense and each day that such violation continues shall constitute a separate offense.
- (b) Any building or plumbing contractors, developers, etc., who violate the provisions of this ordinance shall be subject to suspension of their business license for a period of up to 90 days.

Section 7. Compliance and Enforcement

In addition to the penalty provided in Section 6, (Jurisdiction name) may take other actions as described below to compel compliance and may maintain an action or proceeding in any court of competent jurisdiction to compel compliance with or restrain any violation of this ordinance.

- (a) Compliance with the requirements for installation and labeling at the time of installation in Section 3 shall be determined by the Director of _____ or his agent, in cases of new or replacement plumbing fixture installations and compliance shall be a condition for receipt of any occupancy permit.
- (b) The appropriate water authority or water service agency may deny any service connection to an establishment which does not comply with the standards set forth in Section 3.
- (c) Compliance with the requirements in Section 4 regarding the labeling of plumbing fixtures offered for retail sale, shall be determined by the Director of _____ or his/her agent. The agency shall have access to all establishments which offer for sale or sell these plumbing fixtures for purposes of determining compliance with Section 4.

**TO ORDER REFERENCED ANSI/ASME STANDARDS ON LOW CONSUMPTION
PLUMBING FIXTURES:**

CALL: 1-(800)843-2763

PRICES:

ASME 1221.18.1M-1989 \$17.00

ASME 112.19.2M-1990 \$40.00

ASME 112.19.6-1990 \$15.00

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: AUGUST 12, 1991
RE: HUD FUNDS ACQUIRED FOR HILLCREST WOODS SUBDIVISION

The City has acquired, through extensive efforts, additional HUD funds to help correct the drainage problems at Hillcrest Woods Subdivision.

The approximate amount of additional funds are \$21,000. The City is currently working to get bids on paving and drainage corrections.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: AUGUST 12, 1991
RE: GAS EXPANSION

The residents on the portion of West Price Road that is gravel, have requested natural gas service from the City. Attached is the financial breakdown on cost of installation and revenue generated by the existing and future customers.

My recommendation is to service this area because Atlanta Gas Light Company is currently servicing customers $\frac{1}{4}$ mile from this location.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: AUGUST 12, 1991
RE: REPORT ON GAS SECTION MEETING, JULY 21-23

The Gas Section Meeting covered the following subjects this year:

- 1) Yard lines - Lynn Tessner with the State Public Service Commission introduced the ruling that the municipalities should accept the liability for yard lines. Our liability has always been from the tap to the meter. Through the efforts of the GMA Gas Section, Attorney General Michael Bowers ruled in the municipalities favor on the liability of the gas lines from the meter to the residence. He stated that yard lines should be the responsibility of the homeowner. If this ruling had passed, the City's gas insurance would have increased substantially.
- 2) The Department of Transportation is requiring that the City have blind drug testing for every 100 tests performed to test the laboratories. This means the City has the expense of having a certified drug testing doctor inject drugs in a sample and send it to the laboratory to see if they are testing samples correctly.
- 3) The Public Service Commission is organizing a certification program for the gas industry. The City has two employees currently taking gas education courses.

MEMORANDUM TO THE MAYOR & COUNCIL
AUGUST 12, 1991
PAGE 2

- 4) The gas valve industry is pushing for the legislation for the mandate of gas companies to install excess flow valves on their systems as a safety precaution. The Gas Section is currently fighting this legislation by claiming that it is a ploy on behalf of the valve companies to sell valves and is not necessary for safety factors.
- 5) The municipalities were recognized for the cooperation and membership in Utilities Protection Company, Inc. The state requires the City to be a member. Billy locates approximately 175 utility lines a month for this organization. This helps to eliminate developers from cutting the City's utility lines.
- 6) I was elected to the Executive Board of the GMA Gas Section as Treasurer and Secretary. Sugar Hill is represented by the only woman in this organization.

MEMORANDUM

TO: Mayor and Council
FROM: Inspections Department
RE: Affidavit Forms
DATE: 8-1-91

The inspections department is in need of more affidavit forms. Our supply is now less than 100 forms and since every contractor has to fill out a affidavit for each lot permitted we would like to request that 1000 forms be ordered. Below are bids from two suppliers:

<u>Qty</u>	<u>Name</u>	<u>Price</u>
1000	Reed's	\$178.09
1000	Born	\$176.76

UTILITIES SUPPLY INC.
 790-A Highway 78
 Loganville, GA 30249
 466-6971

PRICE QUOTATION

192

JOB NAME AND LOCATION

CITY OF SUGAR HILL
 water & GAS
 FAX 945-0281
 ATTN: DANNY HUGHES

DATE 8-12-91
 QUOTATION NUMBER
 PROPOSED SHIPPING DATE 3-21 days
 TERMS Net 30 days
 SALESMAN JG
 METHOD OF SHIPMENT Bot WAY
 FREIGHT ALLOWED YES NO

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
2,000		5/8 + 500' PE TUBING (GLISCO) @ .09		
50-		3/4" H-11175-B Mueller GAS VALVE @ 11.60 each		
50-		1/2" CTS PERMAFIT Coupling #50034 @ 5.20 each		
25-		1/2" CTS PERMAFIT Blind End Cap #50017 @ 6.75 each		
25-		3/4 + 5/8 Mueller Meter Riser @ 11.90		
25-		3/4" Comp. Stop F1000 @ 10.60		
20-		3/4" Meter Coupling w/gasket @ 1.76		
25-		3/4" Male + Comp Adapter @ 4.85		
25-		3/4" Female + Comp Adapter @ 5.90 4.90 each		
20-		8" + 1" D.S. Saddle @ 90° @ 21.00		
20-		8" + 3/4" D.S. Saddle @ 90° @ 21.00		
100-		3/4 + 1/2" rubber Meter w/stop @ .13		
20-		2" + 3/4" Iron 194 Saddle @ 12.75		
100-		3/4" PLASTIC inserts @ .25		
25-		3/4" Comp Stop, Comp + Meter CPL6 @ 14.71		

Wheels for
 360
 \$170 ea.

APPLICABLE TAXES

QUOTATION VALID 21 DAYS

BY Jon Jonny

UTILITIES SUPPLY INC.
 790-A Highway 78
 Loganville, GA 30249
 466-6991

192

P.02

PRICE QUOTATION

JOB NAME AND LOCATION

CITY of SUGAR HILL
 water & GAS
 FAX 945-0281
 ATTN: DANNY HUGHES

DATE 8-12-91
 QUOTATION NUMBER
 PROPOSED SHIPPING DATE 3-21 days
 TERMS Net 30 days
 SALESMAN JG
 METHOD OF SHIPMENT Bot WAY
 FREIGHT ALLOWED YES NO

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
2,000		5/8 + 500' PE TUBING (GLISCO) @	.09	
50-		3/4" H-11175-B Mueller GAS VALVE @	11.60 each	
50-		1/2" CTS PERMAZET COUPLING @	5.20 each	
25-		1/2" CTS PERMAZET BLIND END CAP @	6.75 each	
25-		3/4 + 5/8 Mueller Meter Riser @	11.90	
25-		3/4" Comp. Stop F1000 @	10.60	
20-		3/4" Meter Coupling w/gasket @	1.76	
25-		3/4" Male + Comp Adapter @	4.85	
25-		3/4" Female + Comp Adapter @	4.90 each	
20-		8" + 1" CL D.S. Saddle for C900 @	21.00	
20-		8" + 3/4" CL D.S. Saddle for C900 @	21.00	
100-		3/4 + 1/2" rubber Meter washer @	.13	
20-		2" x 3/4" CL Iron 194 Saddle @	12.75	
100-		3/4" PLASTIC INSERTS @	.25	
25-		3/4" Comp Stop, Comp + Meter CPLG @	14.71	

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

QUOTATION VALID 21 DAYS

BY Jon Janning

UTILITIES SUPPLY INC.
790-A Highway 78
Loganville, GA 30249

Page 2 of 2

PRICE QUOTATION

JOB NAME AND LOCATION

TO: CITY OF SUGAR HILL

ATTN: DANNY HUGHES

DATE 8-12-91
~~7-15-91~~

PROPOSED SHIPPING DATE

SALESMAN

FREIGHT ALLOWED YES NO

QUOTATION NUMBER

TERMS Net 30

METHOD OF SHIPMENT

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
1-		3/4" - 1" PLASTIC SHUT-OFF Tool for water service	59.00	
1-		TAPPING MACHINE DMK 1012	406.00	}
1-		1 1/16" DRILL	93.00	
1-		1 5/16" DRILL	99.00	
1-		2" FIB Adapter	29.00	
1-		1-7/8" Hole Saw	36.00	
1-		APDR w/ pilot drill & spacer	67.00	
1-		2" Boring Bar	156.00	
			886.00	
1-		1" Flare Adapter (E+PA)	12.00	
(E+PA)		1" DRILL BIT (1 5/16")	109.00	

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

QUOTATION VALID 30 DAYS

BY [Signature]

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY CLERK
DATE: AUGUST 12, 1991
RE: QUALIFYING DATES & FEES

The City Election will be held on Saturday, October 26 this year. Qualifying will begin on Monday, September ~~20~~²³, 1991 at 8:00 a.m. and end on Friday, September ~~20~~²⁷, 1991 at 5:00 p.m.

To keep in line with Section 21-3-90 of the Georgia Election Code, I am recommending the qualifying fees be increased to 3% of the annual salary which would be \$54.00 (from \$36.00) for the Mayor seat and \$36.00 (from \$24.00) for Council Member seat.

MAINTENANCE AND PARTS

Your maintenance and parts coverage (see reverse) for the Telautograph-Omnifax equipment shown below will expire within 90 days. In order for the equipment to continue to perform at its best, it is advisable to provide authorized factory maintenance on a regular schedule. Prompt payment of this invoice will insure uninterrupted authorized factory maintenance coverage.

EQUIPMENT LOCATION	QUAN.	BILLING PERIOD	SERIAL NO.	CONTRACT	AMOUNT
CITY OF SUGAR HILL 4988 WEST BROAD STREET SUGAR HILL, GA 30518		11/01/91 TO 10/31/92	G88 00676		400.00
OMNIFAX TELAUTOGRAPH CORPORATION					

INVOICE PAYMENT IS OPTIONAL. REMIT ONLY IF YOU WISH TO RECEIVE OUR M&P WARRANTY.

TO ASSURE PROPER CREDIT, PLEASE REFER TO INVOICE NUMBER OR RETURN INVOICE COPY WHEN REMITTING. THANK YOU

CUSTOMER PURCHASE ORDER NUMBER	INVOICE NO.	INVOICE DATE	TERMS	PAY THIS AMOUNT
	107937	8/01/91	NET 30 FROM INVOICE DATE	400.00

PAGE 1
CUSTOMER NUMBER
5085-29

TO: CITY OF SUGAR HILL
4988 WEST BROAD STREET
SUGAR HILL, GA 30518

FORM

OMNIFAX®
TELAUTOGRAPH CORPORATION
DEPARTMENT 4403
SCF PASADENA, CA 91050-4403

ORIGINAL INVOICE

TELEPHONE: (213) 641-3690 FAX NO. (213) 568-0915
FIN# 95-1894164

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: KEN CROWE
DATE: AUGUST 12, 1991
RE: GOLF COURSE WATER TAPS

The first water tap is completed at the golf course, with the exception of a building for the meter assembly. Costs for this building range from approximately \$1,400 for a concrete block building to \$700 or so for a metal Sears building.

We are ready to start on the upper tap, but we must first have a permit from the County. The issuance of this permit will require engineered drawings to be given to Gwinnett County before they will give us a permit and a meter.



CALLED COUNCIL MEETING
TUESDAY, AUGUST 20, 1991
3:30 P.M.

A G E N D A

- A) Meeting with City Attorney
- B) Meeting with Jim Stanley,
Keck & Wood, Inc.



CALLED COUNCIL MEETING
THURSDAY, AUGUST 29, 1991
1:00 P.M.

A G E N D A

- A) Meeting with City Attorney
to discuss potential litigation.

CALLED COUNCIL MEETING
THURSDAY, AUGUST 29, 1991
1:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandra Richards and City Attorney Lee Thompson.

Meeting called to order at 1:17 p.m. by Mayor Haggard.

Recess

Council Member Queen moves to enter into executive session with the City Attorney to discuss potential litigation. Second to the motion by Council Member Hawthorne. Vote unanimous.

Meeting recessed at 1:18 p.m.

Meeting reconvened at 2:10 p.m.

Software Conversion

Director of Finance Sandra Richards states that before Tailored Business Systems can convert all the information onto the new computer system, a file is needed from Keck & Wood. Ms. Richards states that Keck & Wood has given her a price quote of \$68 per hour for this work and it is estimated that it would take up to 30 hours to complete the file for Utility Billing, Taxes, Voter Registration and Business Licenses. Discussion is held on this matter. Council Member Hawthorne moves to authorize the funds for Keck & Wood to complete this work for the City. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 2:20 p.m.

Judy L. Foster

KECK & WOOD, INC.

ENGINEERS • DESIGNERS
MANAGERS • PLANNERS
COMPUTER SPECIALISTS

3722 PLEASANTDALE ROAD (404)939-1334
ATLANTA, GEORGIA 30340
August 23, 1991

Mrs. Sandy Richards
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Re: Software Conversion
Our Reference No. 850301

Dear Mrs. Richards:

Regarding your recent discussions with Kyle Parker, I am forwarding this letter-form proposal for the development of conversion programs for the Utility Billing, Tax Billing, Voter Registration, and Business License. The conversion programs will produce fixed length ASCII files of your data. The cost for the development of these programs will be \$68.00 per hour. The following is an estimate of time needed to produce and test these programs:

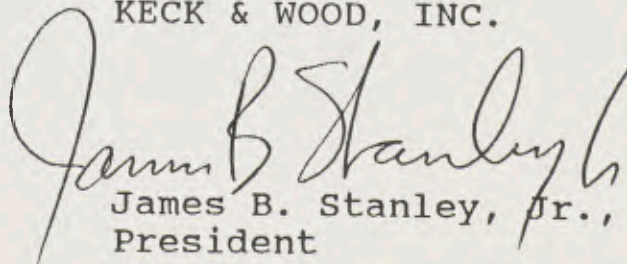
Utility Billing	6 to 8 Hours
Tax Billing	6 to 8 Hours
Voter Registration	4 to 6 Hours
Business License	6 to 8 Hours

Should the time exceed these estimates we will notify your office before proceeding with additional work.

Keck & Wood, Inc. is available to commence work immediately upon receiving one executed copy of this letter of authorization and disk backups of your data files. If you have any questions, please feel free to call.

Yours truly,

KECK & WOOD, INC.



James B. Stanley, Jr., P.E.
President

Approved on behalf of The City of Sugar Hill, Georgia
this _____ day of _____, 1991.

By: _____

Title: _____



SEPT.

OCT.

NOV.

DEC.

MAYOR & COUNCIL MEETING
MONDAY, SEPTEMBER 9, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) Request for Tree Removal
- B) Public Hearing - Sign Ordinance Amendment

New Business

- A) Public Hearing - Zoning Ordinance Amendments
- B) Ordinance to Amend Court Dates and Times
- C) Emerald Lakes Subdivision - Baron Herman, Ron Sprinkle
- D) CDBG 3-Year Cooperative Agreement
- E) Public Lands Day Proclamation
- F) Infiltration
- G) High Pressure Gas Line
- H) Other Water Sources
- I) Miscellaneous Requests

City Manager's Report

- A) Comprehensive Plan
- B) Sewer Treatment Bill
- C) Municipal Gas Authority Penalties
- D) Crossties

City Clerk's Report

- A) Codification Update
- B) City Logo

Director of Golf's Report

- A) Update on Construction Progress

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, SEPTEMBER 9, 1991
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, September 6, 1991.

In attendance: Mayor George Haggard, and Council Members David Hawthorne, Roger Everett and Thomas Morris.

Meeting called to order at 7:38 p.m. by Mayor Haggard.

Moment of silence followed by pledge to the flag led by Council Member Hawthorne.

Minutes

Council Member Morris moves to approve last month's minutes. Second to the motion by Council Member Hawthorne. Vote unanimous.

Planning & Zoning Board

City Clerk Judy Foster reads the minutes from last month's Planning & Zoning Board Meeting.

Appeals Board

City Clerk Judy Foster reads the minutes from last month's Appeals Board Meeting.

Recreation Board

Nothing to report.

Budget & Finance

Council Member Hawthorne gives a report of the City's financial position after 8 months of operations in this fiscal year. The City has an overall favorable balance of \$399,699 after all adjustments. Refer to financial report.

Request for Tree Removal

City Manager Kathy Williamson states that she has been negotiating with Georgia Power and they have cut down several trees for the City. However, there is still one tree on the right of way of Level Creek Road which needs to be cut down. The low bid for this tree is \$225 from Gillespie Tree Service. Council Member Hawthorne moves to authorize the funds to have this tree cut down. Second to the motion by Council Member Everett. Vote unanimous.

Public Hearing - Sign Ordinance Amendment

City Manager Kathy Williamson states that this Ordinance Amendment is per the recommendation of the Planning & Zoning Board. Refer to Sign Ordinance Amendment. City Attorney Lee Thompson reviews the ordinance with the Mayor and Council and what changes have been made from the previous ordinance. Mr. Thompson

MAYOR & COUNCIL MEETING
MONDAY, SEPTEMBER 9, 1991
MINUTES, CONT'D.
PAGE 2

states that he used the term non-residential instead of commercial and the term "name writer" was not used, instead it reads that the sign may be expanded to include the agents name and phone number. Mayor Haggard asks for public input. There was no response. Council Member Hawthorne moves to adopt the Sign Ordinance Amendment as outlined by the reading of the Planning & Zoning Board minutes and the City Attorney. Second to the motion by Council Member Morris. More discussion held on this matter. Vote unanimous.

Public Hearing - Zoning Ordinance Amendment

City Manager Kathy Williamson states that this ordinance includes recommendations made by herself and Ken Crowe to the Planning & Zoning Board while updating the Zoning Ordinance. Refer to Zoning Ordinance Amendment. Discussion is held on this matter. Council Member Hawthorne moves to adopt the ordinance as written. Second to the motion by Council Member Morris. Vote unanimous.

Posting Signs for Variances

Ken Crowe states that the Appeals Board made a recommendation to the Mayor and Council to begin posting variances on the property of the proposed variance. Council Member Hawthorne moves to approve the recommendation of the Appeals Board and make this a policy and procedure. Second to the motion by Council Member Morris. Vote unanimous.

Herb Payne, a Spring Hill Plantation resident, feels that everyone in the subdivision should be notified by mail whenever there is a variance request because it effects everyone's property value and not just adjoining properties. Discussion held on this matter. Council Member Hawthorne moves to leave the policy as is and only notify with a sign posted on the property. Second to the motion by Council Member Morris. Vote 2 for, 1 opposed - Council Member Everett. Motion carried 2 to 1.

Ordinance to Amend Court Dates and Times

City Clerk Judy Foster states that this is a recommendation made by the City Judge Margaret Washburn. This ordinance would allow City Court to be held at 7:30 p.m. on the first Tuesday of each quarter, beginning with November 1991. Refer to ordinance. Council Member Morris moves to adopt this ordinance as written. Second to the motion by Council Member Everett. Vote unanimous.

Emerald Lakes Subdivision - Baron Herman, Ron Sprinkle

Baron Herman is requesting that the City annex units 3 & 4 of the Emerald Lakes Subdivision into the City so that unit 4 can be tied onto sewer. Unit 3 is on septic system. City

Manager Kathy Williamson states that the property is not contiguous to the existing city limits and this action would have to be done through the legislature. Ron Sprinkle reviews the plans with the Mayor and Council. They are also requesting that the interceptor sewer line going through the Recreation Area be installed now since they are ready to pave the area. This would be more cost effective for the City to do now rather than have to cut the parking lot later and repave it. Mr. Herman also wishes to annex his contingent 16 acres into the City. More discussion is held on this matter. Council Member Morris moves to authorize the funds to proceed with the installation of the 12" sewer interceptor line through the Recreation Area of the Emerald Lakes Subdivision. Second to the motion by Council Member Hawthorne. Vote unanimous.

City Manager Kathy Williamson states that the figures will have to be reviewed before annexing in this property. She also asks Mr. Herman to submit his expectations of the City in writing regarding the other 16 acres he wants to annex into the City.

CDBG 3-Year Cooperative Agreement

City Manager Kathy Williamson states that this is the standard 3 year agreement with the County for participation in the CDBG program. Council Member Hawthorne moves to authorize the Mayor to sign this agreement. Second to the motion by Council Member Everett. Vote unanimous.

Public Lands Day Proclamation

City Manager Kathy Williamson states that Connie Wiggins with Gwinnett Clean & Beautiful is requesting the City proclaim October 26, 1991 as Take Pride in Gwinnett/Public Lands Day. Council Member Hawthorne moves to adopt the resolution. Second to the motion by Council Member Everett. Vote unanimous.

Infiltration

Collections System Supervisor Donna Zinskie is requesting a policy be established to require developers to t.v. camera all gravity main lines on new developments and submit a report to the City for our files. This cost would be at the developers expense. Council Member Hawthorne moves to make this a policy of the City. Second to the motion by Council Member Everett. Vote unanimous.

Ms. Zinskie is also requesting that \$10,000 be budgeted per year in order to t.v. camera 1 mile of other City sewer lines at the City's expense. Council Member Hawthorne states that Ms. Zinskie needs to meet with the Director of Finance and have her put a line item for this expense into the budget and the Mayor and Council will approve it along with the budget.

High Pressure Gas Line

Utilities Supervisor Danny Hughes states that the State is requiring the City to relocate the high pressure gas line on North Price Road which is currently attached to the bridge over the railroad. Mr. Hughes states that the low bid was from Gunter Construction for \$17,110 (Refer to bids) and he is recommending this bid be accepted so they can begin work before cold weather sets in. City Manager Kathy Williamson states that the casing is already in under the railroad and the reason the bids are so high, is because it will have to be worked live and the Public Service Commission is requiring the work to be done by a certified contractor. Council Member Hawthorne moves to accept the bid from Gunter Construction and to begin the the work as soon as possible. Second to the motion by Council Member Everett. Vote unanimous.

Miscellaneous Requests

City Manager Kathy Williamson states that there are several miscellaneous supplies needed in the Utility Department and General Office. Refer to listing. Council Member Hawthorne moves to authorize the funds for these miscellaneous requests. Second to the motion by Council Member Morris. Vote unanimous.

Other Water Sources

Water Department Supervisor Scott Payne states that due to the increasing water costs from the County, the City has been looking at other options to purchase water. These options include reopening the well under the water tank and purchasing water from the City of Buford. Mr. Payne states that he should have a full report for the Mayor and Council next month.

Comprehensive Plan

City Manager Kathy Williamson states that the City is required by the State to adopt a Comprehensive Plan by 1993, however, the Atlanta Regional Commission is requesting the Plan be adopted by December 1992 along with the County. She states that the City does not have the capabilities to do this Plan in house. Refer to memo. Council Member Hawthorne states that he has obtained a copy of the minimum requirements and he would like to review this matter further and asks that this item be tabled.

Sewer Treatment Bill

City Manager Kathy Williamson briefly discusses the sewer treatment bill from the City of Buford for our share of the operations and maintenance costs for this year. Refer to memo. She states that this is only for their review.

Transco Gas Penalties

City Manager Kathy Williamson reports on the penalties Transco is charging the City for overrun. Refer to memo. She states that this is only for their review.

Crossties

City Manager Kathy Williamson reports that she has obtained 400 free crossties from Southern Railway to be used at the golf course and in the Utility Department.

Codification Update

City Clerk Judy Foster states that the Codification has not been updated since September 1989 and it will cost \$5,005 to have it updated. Ms. Foster states that the Municipal Code Corporation has provided a payment schedule since these funds were not budgeted for this year. Council Member Hawthorne moves to authorize the funds to have the Codification updated. Second to the motion by Council Member Morris. Vote unanimous.

City Logo

City Clerk Judy Foster states that we are out of decals for the City vehicles and now is the time to change the logo. Council Member Hawthorne states that this needs to be discussed further and he tables the matter.

Update on Golf Course Construction

Director of Golf Bob Boltz states that the front 9 fairways have been seeded and are 90% covered. Some areas are being sodded where the extra drainage was installed. Tees were sprigged 6 weeks ago and overall they are doing well and will be playable in a couple more weeks. Greens were seeded August 24, 1991 and we had rain for the next 7 to 10 days and there was washing on every green. The greens have been seeded again and there is 1" grass up. We need warm weather to finish growing off bermuda and cool weather to finish growing off the greens. Mr. Boltz states that he is still pushing for October 15 to open up the first 9 holes and he is doing everything possible to make it happen.

Septic System for Clubhouse

Director of Golf Bob Boltz states that the septic system for the clubhouse needs to be installed and will cost \$8,500. Council Member Hawthorne moves to authorize the funds to have the septic system installed. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne states that a Called Meeting needs to be held on Thursday, September 12, 1991 from 7:00 to 8:30 p.m. to discuss golf course matters in order for the first 9 holes to open up on time. The City Clerk will notify Council Member Queen.

Council Reports

Council Member Hawthorne states that he would like to attend the GMA Fall Pre-legislative Conference in October at Jekyll Island. He states that the cost should not exceed \$300 plus mileage. Council Member Morris moves to authorize Council Member Hawthorne to attend this meeting. Second to the motion by Council Member Everett. Vote unanimous.

City Manager Kathy Williamson states that per Council Member Everett's request, she has had signs placed on Railroad Avenue and Pine Street on two separate occasions and they were cut down both times. They were installed again today and she hopes they will stay up a while this time.

Citizen's Comments

Lance Anderson, a Spring Hill Plantation resident, asks about the Chattahoochee River Tributary Protection Ordinance. He states that he has been pumping water from the creek behind him to water his lawn and he would like to know if that would prevent him from doing so in the future. City Manager Kathy Williamson states that the City did not have jurisdiction over every flowing stream and this definition will help make the ordinance more enforceable.

Herb Payne, a Spring Hill Plantation resident, states that the residents of his subdivision are still having problems with Jewel Gooch not correcting any problems with their homes and they would like the City's help with this matter. City Manager Kathy Williamson states that she and Council Member Morris met with these homeowners and with Mr. Gooch and have done all they can. Ms. Williamson states that this is strictly a civil matter. City Attorney Lee Thompson agrees with Ms. Williamson. Mr. Payne states that he would like to thank the four gentlemen who came out and picked up the debris at his home.

Hubert Hosch asks why the traffic light, turning onto Peachtree Industrial Boulevard from Alton Tucker Boulevard, now has a delay. City Manager Kathy Williamson states that the DOT has not contacted her about any delay and she will look into the matter.

A Sugar Crest resident states that the City needs an ordinance prohibiting people from parking on their front lawns. She states that a neighbor is doing this and it is making a circular place in their yard and is an eyesore. She states that Gwinnett County has an ordinance to prohibit this. City Manager Kathy Williamson states that she will obtain a copy of the ordinance from the County to review.

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Hoyt Tuck states that he would like the City's help with the problem in his back yard. He states that he was told the Richards were supposed to put up a retaining wall and they never have. Mr. Tuck states that the Richards dug up his property markers and he had to pay \$1,200 to have his property re-surveyed. City Manager Kathy Williamson states that she will look into this matter.

Mr. Tuck also states that he feels it is ridiculous to prohibit children from having birthday parties in the Community Center. Mayor Haggard explains that it is because of kids tearing things up and chaperones not being present. Council Member Hawthorne states that he agrees with Mr. Tuck and he will try to reach a compromise and bring it up to the Council again.

Recess

Council Member Morris moves to recess into an executive session with the City Attorney. Second to the motion by Council Member Hawthorne. Vote unanimous.

Meeting recessed at 9:40 p.m.

Mayor Haggard had to leave, therefore, there was no quorum for the executive session and no further business could be conducted.

Meeting adjourned at 9:45 p.m.

Judy L. Foster

CALLED COUNCIL MEETING
TUESDAY, AUGUST 20, 1991
3:30 P.M.

M I N U T E S

In attendance: Mayor Pro-tem David Hawthorne, Council Members Reuben Davis, Roger Everett and Bobbie Queen, Director of Golf Bob Boltz and City Attorney Lee Thompson.

Meeting called to order at 3:55 p.m. by Mayor Pro-tem Hawthorne.

Executive Session

Council Member Everett moves to recess the Called Meeting and enter into a Closed Executive Session with the City Attorney to discuss potential litigation. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 3:56 p.m.

Meeting reconvened at 4:05 p.m.

Keck & Wood Inc.

Mr. Jim Stanley is present to discuss an invoice submitted to the City for payment. Discussion is held on this matter.

Council Member Davis has to leave the meeting at 4:40 p.m. and there is no longer a quorum present.

Judy L. Foster



KECK & WOOD, INC.

3722 PLEASANTDALE ROAD
ATLANTA, GEORGIA 30340

INVOICE

CITY OF SUGAR HILL
4988 WEST BROAD STREET
SUGAR HILL, GEORGIA 30518

INVOICE NUMBER 24829
INVOICE DATE 04/12/91
PROJECT NUMBER 880137.00
PAGE 1 OF 2

ATTN: MAYOR GEORGE HAGGARD

FINAL INVOICE
WASTEWATER TREATMENT AND GOLF
COURSE FACILITIES

DESCRIPTION	AMOUNT
FEE FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH THE REFERENCED PROJECT, PER OUR AGREEMENT DATED SEPTEMBER 20, 1988. TOTAL ENGINEERING FEE = 7.5%, PRELIMINARY AND DESIGN PORTION = 65.0%, BIDDING PORTION - 5.0%; CONSTRUCTION PORTION= 30%.	
27 HOLE GOLF COURSE THROUGH BIDDING \$4,953,134.00 (.075) (.7)	\$260,039.25
18 HOLE GOLF CONSTRUCTION (THROUGH 3/22/91) \$2,730,539.00 (.075) (.3)	61,437.13
TREATMENT PLANT (THROUGH DESIGN) \$750,000.00 (.075) (.65)	36,562.50
IRRIGATION SYSTEM (THROUGH BIDDING) \$638,963.00 (.075) (.7)	33,545.56
IRRIGATION SYSTEM CONSTRUCTION (THROUGH 3/22/91) \$233,334.90 (.075) (.3)	5,250.04
BASIC COLLECTION SYSTEM (THROUGH DESIGN) \$540,000.00 (.075) (.65)	26,325.00
CLUB HOUSE (THROUGH 30% OF DESIGN) \$280,000.00 (.075) (.65) (.3)	4,095.00
PAVEMENT AND PARKING (THROUGH DESIGN) \$160,000.00 (.075) (.65)	7,800.00
MAINTENANCE AND CART BUILDING (THROUGH 80% DESIGN) \$70,000 (.075) (.65) (.8)	1,706.25
RICHLAND CREEK SEWER (THROUGH DESIGN) \$336,000.00 (.075) (.65)	<u>16,380.00</u>
TOTAL EARNED THROUGH TERMINATION	\$453,140.73
	+ 941.70 miles
	+ _____ term fee

WASTEWATER FACILITIES & GOLF COURSE CONSTRUCTION ACCOUNT
CITY OF SUGAR HILL, GEORGIA

CERTIFICATE NO. 22

DATE 12/12/90

We hereby certify that a check in the amount of \$193,820.00 is appropriate for payment to:

Exterior Designing, Inc.
Spring Lake Farm
Hoagland, IN 46745

for the following: Golf Course Construction

and that, to the best of our knowledge and belief the obligation being paid has been properly incurred, is due, and has not previously been paid; and the obligation being paid is for work, services, materials, supplies, and/or equipment used and/or furnished in connection with the Wastewater Facilities and Golf Course Construction project; and such items were actually performed and/or delivered for the intended purpose.

CONSTRUCTION ACCOUNT SUMMARY

<u>FUND SOURCES TO DATE</u>	<u>THIS CERT.</u>	<u>TOTAL TO DATE</u>
Bond Proceeds	0.00	7,425,199.85
City Funds Reserved for const.	0.00	96,172.25
Interest Earned	0.00	178,882.80
Misc Revenues	0.00	0.00
	-----	-----
SUBTOTAL FUND SOURCES	0.00	7,700,254.90
 <u>FUND USES</u>		
Cost of Bond Issue	0.00	420,879.80
Debt Service Reserve Account	0.00	679,296.00
Retire 1965 & 1975 Revenue Bonds	0.00	314,401.36
Land Purchase	0.00	2,311,060.63
Accounting Fees	0.00	1,050.00
Legal Fees (and technical support)	0.00	3,855.45
K&W Land Surveying	0.00	11,979.48
K&W Basic Engineering Services	0.00	363,946.94
K&W Inspection Services	0.00	69,323.07
Clearing and Grading (DDR)	0.00	1,930.00
General Admin Expenses	0.00	2,635.69
Soil Borings & Laboratory Testing	0.00	45,423.12
Golf Course Const (Exterior Design Inc)	193,820.00	2,400,652.70
Spray Irrig System Const (0.00	0.00
Clubhouse Const (0.00	0.00
Maint Bldg & Cart Storage Bldg (0.00	0.00
Wastewater Treatment Plant (0.00	0.00
Wastewater Collection System (0.00	0.00
Right-of-way acquisition	0.00	0.00
Misc Expenses (0.00	0.00
	-----	-----
SUBTOTAL FUNDS USES	193,820.00	6,626,344.24

The amount remaining in the construction account and reserve accounts after this transaction totals \$1,073,910.66.



KECK & WOOD, INC.
GENERAL ENGINEERING CONSULTANT

8 MONTHS FY 1991

	INITIALS	DATE
PREPARED BY		
APPROVED BY		

	1	2	3	4	5	6
FUND	MONTH REVENUE	YTD REVENUE	MONTH EXPENSE	YTD EXPENSE		VARIANCE YTD
GENERAL	\$ 34,853	\$ 452,430	\$ 76,558	423,665		\$ 28,765
SANITATION	19,629	145,615	< 862 >	153,026		< 7,411 >
GAS	50,253	1,156,187	43,141	713,522		442,665
WATER	46,601	407,094	54,276	387,428		19,666
ST. + BRIDGE	540	8,051	16,322	92,974		< 84,923 >
SEWER	25,647	168,870	12,418	121,678		47,192

SUB TOTAL I	177,523	2,338,247	201,853	1,892,293		445,954
GOLF COURSE	- 0 -	149	36,076	150,076		< 149,927 >

SUB TOTAL II	177,523	2,338,396	237,929	2,042,369		296,027
other revenue sewer tap fees	40,000	503,672				503,672
other expenses 1989 Bond			50,000	400,000		< 400,000 >

GRAND TOTAL	\$ 217,523	\$ 2,842,068	\$ 287,929	\$ 2,442,369		\$ 399,699

DAA 9/8/91

GILLESPIE TREE SERVICE

1491 Sylvan Circle
Atlanta, Georgia
5320 SYCAMORE RD.
Buford, GA 30518

FULLY INSURED
932-5015
Phone: ~~262-9519~~
945-8091

TREES CUT DOWN
TREE TRIMMING
TREE PRUNING
TREE SPRAYING
TREE REMOVAL

City of Sugar Hill

1	cut and leave one hardwood.	125 ⁰⁰ .
	α.	
	cut and remove one hardwood.	225 ⁰⁰ .

Terry Gillespie

ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS THAT SECTION 609 OF THE ZONING ORDINANCE OF THE CITY OF SUGAR HILL, GEORGIA ENTITLED "SIGNS AND POSTERS" IS HEREBY AMENDED BY DELETING IN THEIR ENTIRETY SUB-PARAGRAPHS e, f, g, AND h UNDER PARAGRAPH 3 OF SECTION 609, AND REPLACING SAID SUB-PARAGRAPHS WITH THE FOLLOWING SUB-PARAGRAPHS:

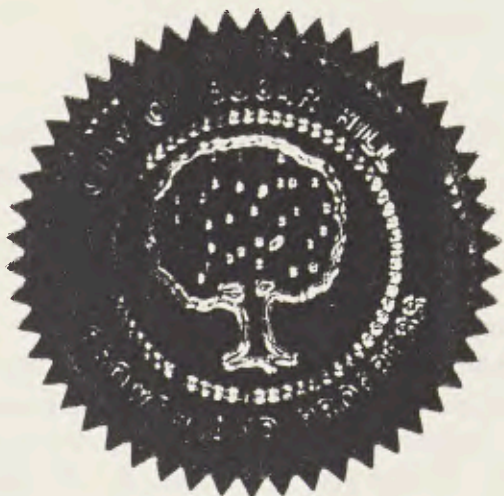
- e. Residential Lots - A maximum of one sign per residential lot pertaining only to the lease, rent, or sale of the property on which the sign is displayed. Such sign may be single sided or double sided and shall not exceed six (6) square feet in area per side, and no such sign shall be illuminated.
- f. Non-Residential Lots - A maximum of one sign per non-residential lot pertaining only to the lease, rent, or sale of the property on which the sign is displayed. Such sign may be single sided or double sided and shall not exceed sixteen (16) square feet in area per side, and no such sign shall be illuminated.
- g. Notwithstanding the limitations set forth in sub-paragraph (e) above, each residential lot sign as described in sub-paragraph (e) above, may be expanded to add a section consisting of the name and telephone number of a real estate agent. This additional section shall not exceed four (4) inches in height and shall not exceed the width of the sign. Notwithstanding the provisions set forth in paragraph (f) above, each non-commercial lot sign as described in sub-paragraph (f) above, may be expanded by adding the name and telephone number of a real estate agent or agents. Said expansion shall not exceed eight (8) inches in height and shall not exceed the width of the sign.
- h. One single sided or double sided identification sign or bulletin board not exceeding thirty-six (36) square feet in area per side containing the name of any civic, charitable, religious, patriotic, fraternal, or similar organization provided said sign is erected on the property where said agency or organization is located. Should the property on which such a sign is erected be located on a roadway with the speed limit of 50 mph, or more, the size of the sign may be increased to forty (40) square feet in area per side. This paragraph shall allow the erection of sub-division identification signs. In addition to the thirty-

six (36) square foot sub-division identification sign authorized by this sub-paragraph, one informational sign at each entrance of a sub-division pertaining only to the sale of sub-division lots will be permitted. Such sign may be single sided or double sided and shall not exceed sixteen (16) square feet in area per side, and no such sign shall be illuminated. No sub-division informational sign shall be allowed to remain for a period longer than three (3) years from the date of it is first erected.

- i. Governmental Agency directional signs.
- j. Realtor direction signs for the purpose of directing consumers to home for sale may be erected at any intersection within the corporate limits of the City with the exception of the intersection of Highway 20 and Peachtree Industrial Boulevard. All such realtor directional signs shall be a blue generic real estate sign of a design to be approved by the City. Only one such realtor directional sign per direction shall be located at any intersection.

All other provisions of Section 609 of the Zoning Ordinance of the City of Sugar Hill shall remain in full force and effect and shall not be effected by this amendment.

IT IS SO ORDAINED THIS 9th DAY OF SEPTEMBER, 1991.



George Staggard
MAYOR

Thomas Morris
COUNCIL MEMBER

David A. Hunt
COUNCIL MEMBER

Tom Hunt
COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST:

Judy Foster
City Clerk (City Seal)

ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS THAT THE ZONING ORDINANCE OF THE CITY OF SUGAR HILL, GEORGIA IS HEREBY AMENDED AS FOLLOWS:

A. Section 504 is hereby deleted in its entirety and replaced with the following section:

Section 504. Minimum Lot Size for Residential Septic Tank Use.

No single family residence which is to be served by a septic tank shall be permitted on a lot containing less square footage than the square footage required by the Gwinnett County Board of Health in order for the property to be effectively served by septic tank. This restriction on lot size does not apply to residential developments served by a properly approved and permitted community sewer system. In no event shall any single family residence to be served by a septic tank be allowed on a lot of less square footage than required in the Zoning District Classification.

B. Section 600 is hereby amended by adding the following sub-paragraph (e) to paragraph One (1):

- e. All wooden or structural fences must be constructed in such a manner that the exterior of the fence or the side of the fence visible to the public is the finished side of the fence.

C. Section 700 is hereby amended by adding the following language to the end of said section:

All wooden or structural fences must be constructed in such a manner that the exterior of the fence or the side of the fence visible to the public is the finished side of the fence.

D. Section 704 is hereby amended by deleting that section in its entirety and replacing it with the following section:

Section 704. Temporary Buildings.

A temporary building or buildings or mobile home for use in connection with a construction project or land sub-division development shall be required to acquire a temporary permit for a period of six (6) months. If the temporary building, buildings, or mobile home is needed for a period beyond six (6) months, re-application may be made at the end of the six (6) month period.

E. Article XII is hereby amended by changing the Minimum Setback from Right-of-Way (ft) from a major street in the RS-200, RS-175, and RS-150 Districts from sixty (60) feet to forty-five (45) feet. In addition, the Minimum Setback from Right-of-Way (ft)

from a collector street for the RS-200, RS-175, RS-150 Districts shall be changed from fifty (50) feet to thirty-five (35) feet.

Except as amended in this Ordinance, all other provisions of the Zoning Ordinance of the City of Sugar Hill, Georgia shall remain in full force and effect and shall not be affected by this ordinance.

IT IS SO ORDAINED THIS 9th DAY OF SEPTEMBER, 1991.

Gregory Stegand
MAYOR

Thomas Morris
COUNCIL MEMBER

David R. Howell
COUNCIL MEMBER

Robert [unclear]
COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST:

Judy Foster
City Clerk (City Seal)



ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS THAT CHAPTER 16 OF THE CODE OF THE CITY OF SUGAR HILL, GEORGIA, ENTITLED "MUNICIPAL COURTS" IS HEREBY AMENDED BY DELETING SECTION 16-1 IN ITS ENTIRETY AND REPLACING SAID SECTION WITH THE FOLLOWING SECTION:

Sec. 16-1. Session dates, time.

Court shall be regularly held on the first Tuesday evening of February, May, August and November of each year at 7:30 o'clock p.m. in the Sugar Hill City Hall. Additional court sessions may be set from time to time as needed by the Municipal Court Judge. Court sessions may be cancelled or rescheduled by the City Manager after consultation with the Municipal Court Judge.

Except as herein amended, all of the provisions of Chapter 16 shall remain in full force and effect.

IT IS SO ORDAINED THIS 9th DAY OF SEPTEMBER, 1991.



George Haggard
MAYOR

Thomas Mays
COUNCIL MEMBER

David D. Hawk
COUNCIL MEMBER

Roger Smith
COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST:

Judy Foster
City Clerk (City Seal)

CIVIL DESIGN, INC.

E N G I N E E R S A N D S U R V E Y O R S

July 24, 1991

City of Sugar Hill
City Council
4988 West Broad Street
Sugar Hill, Georgia 30518

RE: Emerald Lake Unit Three

Dear Council Members:

I respectfully request that the city council consider the annexation of Emerald Lake Unit Three into the City of Sugar Hill. This request is before the city council in response to the proposed construction of an outfall sanitary sewer line through Emerald Lake Unit Three to serve the new city sewage treatment plant.

The owner, Winkat Enterprises, Inc., is interested in taping on to the outfall sewer line. An alternative sewer line design, to allow for this connection, has been submitted to Kathy Williamson and Jim Aton at Hayes James for their review. Jim Aton has reviewed the proposed plan and indicated his approval (see attached letter). This revised line location coincides with the proposed road grading. This alternative design is significantly easier to construct than the original design.

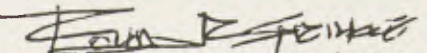
There are also several items that need to be resolved in relation to the proposed annexation and sewer construction. These issues are highlighted on the attached sanitary sewer summary.

I respectfully request that the council make a motion indicating their favor or opposition to the proposed annexation. In addition, I request that the council authorize the staff to resolve those issues indicated on the sanitary sewer summary.

If you have any questions or need any additional information please contact me.

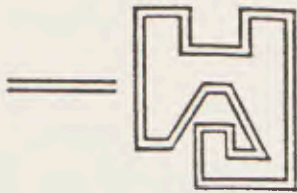
Sincerely

CIVIL DESIGN, INC.


Ronald R. Sprinkle
Vice President

cc Baron Herman/Winkat Enterprises, Inc.

Attachments: James Aton letter
Sewer Plan - Emerald Lake Unit Three
Sewer Easement Summary



HAYES, JAMES & Associates, Inc.
CONSULTING ENGINEERS, PLANNERS & SURVEYORS

July 12, 1991

Ms. Kathy Williamson, City Manager
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Re: Riverside Sewer thru Emerald
Lake Unit 3
Sugar Hill, Georgia
HJ&A No. 90-199-ST

Dear Ms. Williamson:

We have reviewed the sewer plans for Emerald Lake Unit 3, Line A for compatibility with the proposed Riverside Interceptor Sewer. The alignment and construction details appear to be compatible with the overall master plan for the interceptor sewer. The line size needs to be increased from 10-inch to 12-inch diameter to accommodate the 0.5 MGD pumping station proposed for Level Creek. The 12-inch line will also accommodate a future upgrade of the Level Creek Pump Station to 1.0 MGD.

Please call with any questions.

Sincerely,

HAYES, JAMES & Associates

James B. Aton, PE
Vice President
Technical Director, Public Works
Division

JBA/sdw:6160X

Enclosures

cc: ✓ Mr. Ron Sprinkle, Vice President
Civil Design, Inc.

SEWER EASEMENT SUMMARY

7/8/91

Requested from Sugar Hill

- The developer request that the proposed outfall line be re-aligned to coincide with the existing recreation area improvements and the future development of the Emerald Lake subdivision.

- The developer request that sewer laterals for lots adjoining the proposed outfall line be installed by the city.

- The developer request that the proposed feeder lines and pump station be included in the proposed trunk line contract. The developer will reimburse the city for the associated cost.

- The developer request that the city Sugar Hill inspects all sewer line construction and accept ownership and maintenance of the line upon completion.

- The developer request that all lots within Emerald Lake be connected to sanitary sewer at no cost to the builder or developer.

To be provided to Sugar Hill

- The developer will grant the city temporary construction easements and permanent maintenance easements as required to construct and maintain the system outlined on the attached "Emerald Lake Unite 3 Outfall Sanitary Sewer". These easements will be granted to city for \$1.00.

- The city will be provided with rough graded roads were the outfall lines and feeder lines coincide with future subdivision roads.

- The proposed outfall line through the Emerald Lake rec area will be constructed by the developer to avoid damage to the recreation facilities. This would been done with the understanding that the developer will be reimbursed for the associated cost.



WINNETT COUNTY

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

240 Oak Street, Building A, Room 203
Lawrenceville, Georgia 30245

404-822-5190

August 7, 1991

The Honorable George Haggard
Mayor
City of Sugar Hill
4988 W. Broad Street
Sugar Hill, Georgia 30518

Re: Participation in the Gwinnett County Community Development Block Grant (CDBG) Program
and Execution of Three (3) Year Cooperation Agreement

Attention: Ms. Kathy Williamson, City Manager

Dear Mayor Haggard:

Gwinnett County has been the recipient of Urban County Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development since 1986. As a part of the CDBG planning process for the next three program years, Gwinnett County is notifying every city which is wholly or partially located in Gwinnett County, in this letter, of its rights concerning participation in the Gwinnett County CDBG program for Federal fiscal years 1992 - 1994 (funds available to Gwinnett County for the period January 1, 1992 - December 31, 1994). Under federal directives, this notification must be provided to potential municipal participants in the Urban County CDBG Program by August 16, 1991. (For reference, see the attached HUD Notice CPD 91-18.)

As a municipality in a CDBG Urban County, your city has the following options for the three year period:

- (1) Execute a Cooperation Agreement (six copies enclosed for approval and action) with Gwinnett County, following formal action by your City Council or City Commission approving such participation, which describes the City's and the County's rights and responsibilities in the County CDBG Program; or
- (2) Notify Gwinnett County and the U.S. Department of Housing and Urban Development, in writing, by October 18, 1991 that the City wishes to be excluded from the Gwinnett County CDBG Program. Any city which does not request exclusion will be considered a participant in the program for the three-year period and will be expected to execute a Cooperation Agreement, as described in Option 1, above.

During the FY 1989 - FY 1991 grant period, 13 cities participated in the Gwinnett County CDBG program. Two additional cities (Auburn and Braselton) have annexed territory in Gwinnett County and are now eligible to participate in the Gwinnett County CDBG Program.

The Honorable George Haggard
August 7, 1991

All cities in Gwinnett County (current participants in the Urban County CDBG Program and any non-participating cities) are being notified of their options, via this letter, prior to August 16, 1991. All cities which remain a part of the Urban County CDBG Program or which join the program for the first time, must pass a resolution (copy attached to the Cooperation Agreement) approving participation in the Gwinnett County CDBG Program. Passage of the resolution by your Council or City Commission is needed during August or September, 1991 to permit the City of Sugar Hill to join the CDBG Program during FY 1992 - FY 1994. Following that vote, please sign and attest all six copies of the Cooperation Agreements and Resolutions and mail or hand-deliver all six copies to our office in Lawrenceville for our receipt by 5:00 P.M., September 27, 1991 in order that we may obtain approval by the Gwinnett County Board of Commissioners on October 15, 1991, and submit the documents to the Department of Housing and Urban Development by the November 1, 1991 deadline.

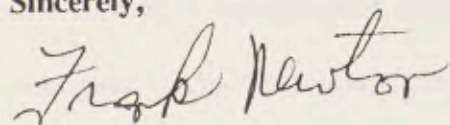
If your city has not participated in the Gwinnett County CDBG Program in past years, but wishes to participate for the FFY 1992-94 Qualification Period, please write informing us of the City of Sugar Hill's intention to be included. This letter of official notification should be sent or delivered to this office by September 15, 1991.

Remember, if your city chooses to exclude itself from the Urban County CDBG Program, you must notify HUD and Gwinnett County, in writing, by October 18, 1991 of such action. Further, if your city chooses to exclude itself from the County CDBG Program for the FFY 1992 - 1994 time period, and should you not seek to join the County CDBG Program later during the three year period, your only alternative, as stipulated by the U.S. Department of Housing and Urban Development would be to compete in the State CDBG Program administered by the Georgia Department of Community Affairs. As you may know, several hundred applications are submitted for competition in the DCA program each year. With keen statewide competition every year, it is often difficult to secure CDBG funding from DCA.

Although your city may be located partly in more than one county, such as Loganville, Rest Haven, Braselton, or Auburn, you can join the Gwinnett County CDBG Program. Such a choice would enable your city to carry out potential CDBG-assisted projects in the Gwinnett County portion of your city and would enable the County CDBG Program to carry out housing rehabilitation activities for low and moderate income persons (predominantly elderly citizens) in your city. If your city is located partly in more than one county and you wish to be excluded from the Gwinnett County CDBG Program, you must notify HUD and Gwinnett County in writing, of your preference to be excluded by October 18, 1991.

We would welcome an opportunity to meet with you, members of your Council or City Commission, or your staff as soon as possible to discuss these options with you. Let me know if you have any questions concerning this process.

Sincerely,



Frank Newton
Director

FN:rcg

Disk: 1992-94 Cooperation Agreements
File: 804City.Cor + 9294City.Add = 804City.Mrg

Attachments

cc: Mr. Earl Mecham, HUD Atlanta Regional Office

GWINNETT COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
COOPERATION AGREEMENT
FEDERAL FISCAL YEARS 1992, 1993, 1994

STATE OF GEORGIA

COUNTY OF GWINNETT

This cooperation agreement made this August 7, 1991, by Gwinnett County, a political subdivision of the State of Georgia (hereinafter the "County") and the City of Sugar Hill, a political subdivision of the State of Georgia (hereinafter the "City").

WHEREAS, the United States Department of Housing and Urban Development (hereinafter referred to as "HUD") has determined that the County is eligible, as an Urban County, to receive Entitlement Community Development Block Grant (hereinafter "CDBG") funds under Title I of the Housing and Community Development Act of 1974, as amended (P.L. 93-383), (hereinafter the "Act") to address certain needs of predominantly low and moderate income persons with CDBG funds to be made available through FFY 1992, 1993, and 1994 appropriations; and

WHEREAS, the CDBG funds and any Program Income received by the County will be used to improve the quality of housing, public facilities, certain public service capital needs, and to create and/or retain jobs, predominantly for low and moderate income persons; and

WHEREAS, the CDBG funds and Program Income would benefit low and moderate income citizens of the County's incorporated municipalities, should the needs of such persons in such municipalities be included in the Gwinnett County CDBG Program; and

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

WHEREAS, the County invites the participation of the incorporated municipalities located wholly or partially in Gwinnett County in the County CDBG Program, upon the respective municipalities dedicating their population counts in support of the County formula allocation of funds from HUD; and

WHEREAS, the County agrees to carry out the objectives of the Act throughout the unincorporated areas of the County and to the City being a part of this agreement; and

WHEREAS, the County agrees to submit to the City for review and comment any plans, involving the use of CDBG funds and Program Income for implementation, affecting the City.

NOW, THEREFORE, BE IT RESOLVED that the City hereby elects to participate in the County's CDBG Program, with the understanding that this decision is binding for a period of three years (January 1, 1992 - December 31, 1994) and that the terms of this agreement extend beyond December 31, 1994 until all the CDBG monies and Program Income allocated to the City for eligible projects covered by this agreement shall be expended. The City further states its willingness to undertake or assist in the undertaking of eligible CDBG activities funded by the Gwinnett County CDBG Program, in furtherance of the CDBG National Objectives. The City agrees that during the FFY 1992-94 Qualification Period the City may not withdraw from the Gwinnett Urban County CDBG Program and that during this period it may receive CDBG funds only from the County and that the City is ineligible to apply for CDBG grants from the State CDBG Program administered by the Georgia Department of Community Affairs.

BE IT FURTHER RESOLVED that the County agrees to actively request the City's involvement in the CDBG Program and the County agrees to accept the City's interest in undertaking eligible CDBG activities.

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

The County will have the responsibility for approving projects as eligible for funding, after their selection by the Mayor and Council or City Commission. The County will also have the responsibility for filing annual grant requests and other documents and reports with HUD. The City will provide the necessary documentation, with technical assistance from the County, for projects funded with CDBG funds allocated to the City by the County. The City agrees that it will enter into a Subrecipient Agreement for each of the three years of the period FFY 1992, 1993, and 1994 for the use of such funds as are approved by the County for the City for each of the respective years.

BE IT FURTHER RESOLVED that pursuant to 24 CFR 570.501(b), the City is subject to the same requirements applicable to all subrecipients, including the requirement for a written agreement (annual Subrecipient Agreement between the City and the County for the use of CDBG funds), set forth in 24 CFR 570.503.

BE IT FURTHER RESOLVED that the City and the County hereby agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing within the municipal limits of said City in order to effectively accomplish the purposes of the Act.

BE IT FURTHER RESOLVED that the Mayor or City Commission Chairman is hereby authorized to execute any and all documents necessary as a condition for the City's participation under the terms of the Act. It is hereby agreed by the parties signed hereto that neither party shall terminate this cooperation agreement after the date first written above nor before the end of the three year period (FFY 1992, 1993, 1994) established under the terms of the Act; except upon cancellation by HUD of its obligation to the

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

County under the Act, or except if the County fails to qualify as a CDBG Urban County or if the County does not receive a CDBG grant in any year of the three year period, FFY 1992-FFY 1994.

BE IT FURTHER RESOLVED that the County will take all required actions to comply with the provisions of Section 104 (b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable laws.

BE IT FURTHER RESOLVED that if the City undertakes any activities with CDBG funds, the City will take all required actions to comply with the provisions of Section 104 (b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 109 of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable laws.

BE IT FURTHER RESOLVED that the City agrees that no activities in or in support of the City will be funded by the County if the City does not affirmatively further fair housing within its own jurisdiction; or, the City agrees not to impede the County's actions to comply with its fair housing certification.

BE IT FURTHER RESOLVED by the County and by the City to adopt and enforce a policy prohibiting the use of excessive force by law enforcement agencies within their respective jurisdictions against any individuals engaged in non-violent civil rights demonstrations.

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

BE IT FINALLY RESOLVED by the County and the City to adopt and enforce a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within their respective jurisdictions.

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

Signature Page - Gwinnett County CDBG Cooperation Agreement (FFY 1992 - FFY 1994)

For The City of Sugar Hill,
Georgia

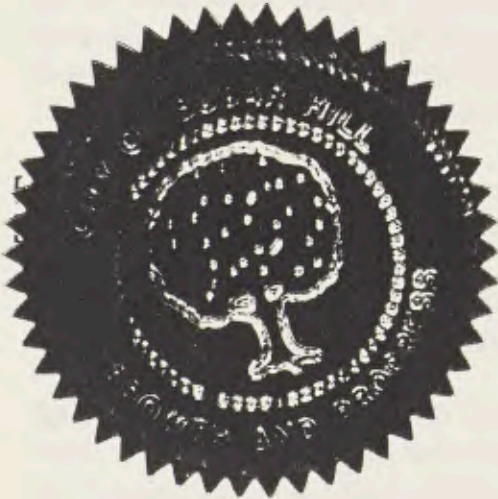
BY: George Haggard
Signature of Mayor or City Commission
Chairman Pursuant to a resolution adopted by
said City Council or City Commission on
the 9th day of September, 1991.

Date of Signature: 9/9/91

George Haggard, Mayor
Typed Name of Mayor/Chairman

ATTEST: Judy Foster
Signature

Judy Foster, City Clerk
Name and Title (Typed or Printed)



For Gwinnett County, Georgia

BY: _____
Lillian Webb, Chairman, Board of
Commissioners of Gwinnett County,
Georgia pursuant to a resolution
adopted by said Board on the _____
day of _____, 1991.

Date of Signature: _____

ATTEST:

Signature
Barbara A. Bruce, County Clerk
Name and Title (Typed or Printed)

Statement of The County Attorney

I do hereby certify that the above cooperation agreement, to the best of my knowledge and belief, complies with all the laws of the State of Georgia and of Gwinnett County. This agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing activities, specifically urban renewal and publicly assisted housing.

Approved: _____
Signature of County Attorney

Name of County Attorney (Typed or Printed)

Date of Approval

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

Gwinnett County Community Development Block Grant Program
Cooperation Agreement
FFY 1992-1994

RESOLUTION

WHEREAS, Gwinnett County extends an invitation to the City of Sugar Hill , hereinafter referred to as the "City", to join with the County in its Community Development Block Grant (CDBG) Program for the period January 1, 1992 - December 31, 1994 (FFY 1992-FFY 1994); and

WHEREAS, the City may receive funds from this program which would benefit primarily the low and moderate income citizens of this City; and

WHEREAS, it is recognized that this benefit is more desirable than that which could be derived from the City attempting to secure comparable funding independent of the Gwinnett County Community Development Block Grant Program.

NOW THEREFORE, BE IT RESOLVED that the City hereby elects to participate in the County's Community Development Block Grant Program, and also elects to have its population included in the calculation of Gwinnett County's entitlement (Urban County) CDBG funds by the U.S. Department of Housing and Urban Development.

BE IT FURTHER RESOLVED that the City shall formalize its participation in the Gwinnett County CDBG Program by becoming a party to a Cooperation Agreement with Gwinnett County and through annual Subrecipient Agreements with Gwinnett County for each of the three years (January 1, 1992 - December 31, 1994) embodied in this Cooperation Agreement.

BE IT FURTHER RESOLVED that such annual Subrecipient Agreements should receive formal approval, individually, during each respective year, by a majority vote of City Council or City Commission.

BE IT STILL FURTHER RESOLVED that the City hereby empowers the Mayor or City Commission Chairman to execute this Cooperation Agreement with Gwinnett County.

BE IT FINALLY RESOLVED that this Resolution and this Cooperation Agreement shall be appended to and made a part of the official minutes of the City Council/City Commission and of the Gwinnett County Board of Commissioners for their meeting dates indicated below.

COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

Resolution Signature Page for Participating Cities
Gwinnett County CDBG 3 Year Cooperation - FFY 1992 - FFY 1994 Agreement

City of Sugar Hill

Name of City

George Haggard
Mayor/City Commission Chairman Signature

George Haggard, Mayor

Typed Name of Mayor/City Commission Chairman

9/9/91

Date of Signature

This is to certify that the attached Cooperation Agreement with the Gwinnett County Board of Commissioners for participation in the Gwinnett County Community Development Block Grant Program for FFY 1992 - FFY 1994 was approved and adopted in the regular meeting of City Council or City Commission held on the 9th day of September, 1991.

This is to further certify that the attached is a true and correct copy of said "Cooperation Agreement" as placed into the minutes of the City Council or City Commission meeting held on the 9th day of September, 1991, and to further attest that the signature, above, is that of the chief elected official of the City.

Judy Foster
Signature of City Clerk

Judy Foster, City Clerk

Typed Name of City Clerk

Witness:

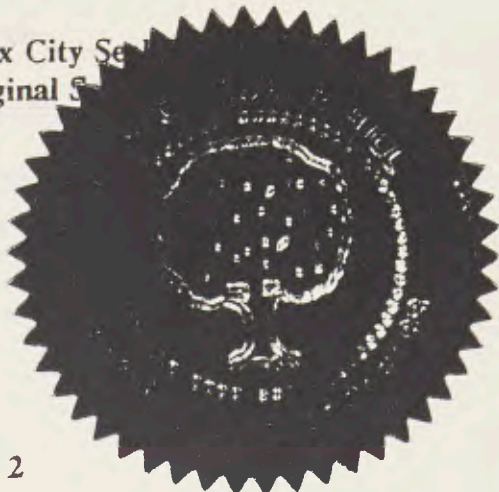
Shirley J. Gibbs
Notary Public

This the 10th day of September, 1991

Commission expires:

Notary Public, Gwinnett County, Georgia
My Commission Expires July 11, 1994

(Affix City Seal)
(Original Seal)



COOPERATION AGREEMENT - GWINNETT COUNTY, GEORGIA CDBG PROGRAM; FFY 1992-1994

Resolution Signature Page for Gwinnett County
Gwinnett County CDBG 3 Year Cooperation - FFY 1992 - FFY 1994 Agreement

City of Sugar Hill

Name of City

Signature, Chairman, Gwinnett County Board of Commissioners

Lillian Webb, Chairman, Gwinnett County Board of Commissioners

Typed Name of Commission Chairman

Date of Signature

This is to certify that the attached Cooperation Agreement with the City of Sugar Hill for participation in the Gwinnett County Community Development Block Grant Program for FFY 1992 - FFY 1994 was approved and adopted in the regular meeting of Gwinnett County Board of Commissioners held on the 15th day of October, 1991.

This is to further certify that the attached is a true and correct copy of said "Cooperation Agreement" as placed into the minutes of the meeting of the Gwinnett County Board of Commissioners held on the 15th day of October, 1991, and to further attest that the signature, above, is that of the chief elected official of Gwinnett County.

Signature of County Clerk

Barbara A. Bruce

Typed Name of County Clerk

Date of Signature

Witness: _____

Notary Public

This the _____ day of _____, 1991

Commission expires: _____

(Affix County Seal Here)
(Original Seal On All Copies)



CONNIE C. WIGGINS
Executive Director



TO: Mayor George Haggard
City of Sugar Hill

FROM: Public Lands Day Steering Committee

DATE: August 27, 1991

RE: Proclamation, Public Lands Day, 1991

This year marks the fifth anniversary of Take Pride in Gwinnett/Public Lands Day. The event is scheduled for Saturday, October 26, 1991 from 9AM to 2PM. Gwinnett Clean & Beautiful, Gwinnett County Parks and Recreation and the Gwinnett County Resource Conservation and Development Council are coordinating plans for the clean-up and beautification of Tribble Mill Park as the 1991 Public Lands Day project. The purpose of Public Lands Day is to generate a sense of citizen ownership, pride and responsibility in our nation's public lands.

We have high hopes of getting 100% participation from our cities so that we can publicize the "united effort of our fifteen cities" to encourage all citizens to keep our public lands clean and healthful and to work together to preserve clean air, fresh water and the natural surroundings.

Enclosed is a TAKE PRIDE IN GWINNETT Proclamation which we would like for you to sign as your city's endorsement to urge all citizens to support efforts to preserve the beauty of our natural resources during this Public Lands Day and throughout the year.

Please return your signed Proclamation to:

Connie C. Wiggins
Executive Director
Gwinnett Clean & Beautiful
P.O. Box 562
Lawrenceville, GA 30246

Thank you.

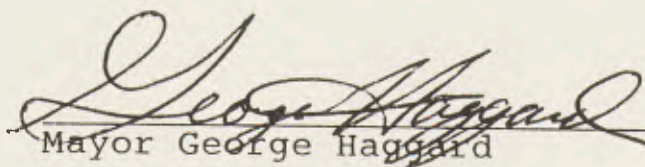
CITY OF DUNWOODY, GA.
A PROCLAMATION

TAKE PRIDE IN GWINNETT

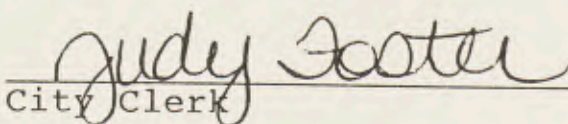
- WHEREAS, Gwinnett County has many public lands, including parks, recreation areas, forests and waterways, which are rich in beauty and in natural and cultural resources; and
- WHEREAS, It is the responsibility of all citizens to keep these public lands clean and healthful and to work together to preserve clean air, fresh water and the natural surroundings; and
- WHEREAS, There is a nationwide effort to promote a sense of pride of ownership for our country's natural and cultural resources; and
- WHEREAS, The "Take Pride in Gwinnett" Committee has established as its purpose to educate citizens and visitors on the "Land User's Ethic"; and
- WHEREAS, Gwinnett Clean & Beautiful, Gwinnett County Parks and Recreation and Gwinnett County Resource Conservation and Development Council have joined forces with the National and State "Take Pride in America" initiative; now
- THEREFORE, I, Mayor George Haggard, hereby proclaim October 26, 1991 as "Take Pride in Gwinnett Day" throughout our City, and urge all our citizens to support efforts to preserve the beauty of our natural resources during this day and throughout the year.

This the 9th day of September, 1991.





Mayor George Haggard



City Clerk

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518

(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: GAS DEPARTMENT
DATE: SEPTEMBER 9, 1991
RE: RE-ROUTING NORTH PRICE ROAD GAS MAIN

Due to the Public Service Commission regulations on working with high pressure gas, bids have been taken to re-route a 3" gas main from the bridge on North Price Road.

The gas main will be relocated underneath the railroad in an existing 12" casing. The companies bidding are Gunter Construction in Lawrenceville and Classic City Mechanical in Winterville. See attached bids.

My recommendation is to accept the Gunter Construction bid.

GUNTER CONSTRUCTION

P.O. BOX 1508
LAWRENCEVILLE, GEORGIA 30246
TELEPHONE: (404) 963-7760
FAX: (404) 995-8589

August 29, 1991

Mr. Billy Hutchins
City of Sugar Hill
4988 W. Broad St.
Sugar Hill, GA 30518

Dear Billy:

This is a bid to relocate the gas main on N. Price Rd. as per our discussion.

Approximately 450' x 3 in. steel @ \$25.80 per foot\$11610.00
(This includes installation through existing 12 in.
casing, installing casing spacers, end seals, and
casing vents.)

Approximately 2 - 3in. control fittings @ \$2750.00 each \$5500.00
(This includes installing the fittings, tapping,
stopping off, and cut/cap of existing 3in. main)

TOTAL.....\$17,110.00

This price includes all labor, equipment, and materials for installation, test-
ing, tie-ins, and purging.

Rock: Any formation that cannot be removed by means of a chain trencher.
Rock removed by backhoe will be at \$1.50 per lineal foot.
Rock removed by blasting will be at \$3.00 per lineal foot.
You Will be notified if rock is encountered for your inspection.

Payment is due within 30 days of completion.

Sincerely,



Donald E. Jones
Suprerintendent

Accepted by:

Bid is void if not accepted within 30 days.

cc: B.E. Gunter

CMC

Classic City Mechanical, Inc.



P.O. BOX 180
127 AVERY STREET
WINTERVILLE, GA 30683

PHONE (404) 742-8268
FAX (404) 742-8821

August 19, 1991

Mr. Billy Hutchins
Gas Department
Sugar Hill, Georgia

Subject: Bid for City of Sugar Hill, Georgia

350' 3" Steel Pipe
2 Taps
2 Valves
Installation in Casing (vents, caps)
Pipe Removal from Bridge

Classic City Mechanical, Inc., will provide all materials and labor.

Total Bid \$24,236.00

Sincerely,

Jim McDaniel
Sales Representative

JM:lt

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: WATER DEPARTMENT
DATE: SEPTEMBER 9, 1991
RE: OTHER WATER SOURCES

Due to increasing wholesale water prices from Gwinnett County water systems, the City of Sugar Hill feels the need to search for other alternatives to supplement its water system.

Other sources would help generate more volume to existing systems, therefore, boost pressure in water lines. Alternate sources being considered are to open the old 6" well underneath the water tanks (approximately 12,000,000 gallons per year) and purchasing water from the City of Buford. (Price per 1,000 gallons not available at this time but is expected to be less than the current county rates.)

Bids are being taken and a full report is expected before the October meeting.

MISCELLANEOUS REQUESTS

2,000 Inventory Stickers.....	\$ 315.00	- Office Supplies
3 Sets of Trencher Teeth.....	\$ 470.00	- Utility Supplies
20 Permasert Tees.....	\$ 192.00	- " "
8 - 4+4 BF Tees.....	\$ 216.00	- " "
7 - 4+2 BF Reducers.....	\$ 98.00	- " "
4 - 4" Poly Valves, Long.....	\$1,288.00	- " "
1,000 Feet of 2" PE Gas Pipe.....	\$ 530.00	- " "
2 - 8+12½ FC Clamps.....	\$ 155.76	- " "
TOTAL.....	\$3,264.76	

These items were budgeted for and we only need approval for the expenditure. Quotes were obtained for all these items and these are the low quotes.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

888 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL

FROM: CITY MANAGER

DATE: SEPTEMBER 9, 1991

RE: COMPREHENSIVE PLAN

The City Clerk and myself have attended several informative seminars sponsored by DCA and ARC concerning the Comprehensive Plan mandates. In these meetings, the following facts were obtained:

- 1) Sugar Hill is required by the State to have our Comprehensive Plan completed by December 1993.
- 2) ARC is requiring all municipalities to have their plans completed by December 1992 along with Gwinnett County.
- 3) The City needs the documentation from the Comprehensive Plan to initiate impact fees.
- 4) The City does not have the capabilities in house to generate the Comprehensive Plan to meet the requirements of the state.

Judy Foster and I have met with several firms recommended by the DCA to produce the Comprehensive Plan to meet state requirements. From the firms interviewed, two have submitted bids.

We are requesting a decision from the Mayor and Council to work these figures into the 1992 City Budget and to have the project start in January 1992 because of the time factor involved.

The two bids are attached. The staff is recommending Mayes, Sudderth & Etheridge Inc. because the bid is lower and Michael Warrix worked with DCA to mandate the Comprehensive Plan.

COMPLETION SCHEDULE

Mayes, Sudderth & Etheredge, Inc. could realistically complete the Sugar Hill Comprehensive Plan within a four month period. If awarded the project, MSE would work closely with local officials in the development of a detailed plan completion schedule.

FEE PROPOSAL

Mayes, Sudderth & Etheredge, Inc. proposes to provide the described services for a total lump sum fee of \$17,500.00.

PROPOSAL ACCEPTANCE SHEET

Proposal Description: Comprehensive Plan, Sugar Hill, Georgia

Total Lump Sum Fee: \$ 27,900.00

Hourly Rates:

Senior Engineer.....	\$ 75.00
Staff Engineer.....	\$ 50.00
Landscape Architect.....	\$ 50.00
Land Surveyor.....	\$ 50.00
Technician.....	\$ 35.00
Draftsperson.....	\$ 25.00
Expenses.....	Direct Cost plus 15%
Mileage.....	\$ 0.25 per mile

All hourly rates are based on an eight (8) hour day excluding Saturdays, Sundays and holidays. For work over eight hours per day or work on Saturdays, Sundays or holidays specifically requested by the client, the hourly rates will be multiplied by a factor of 1.5.

The fees quoted in the Proposal shall be binding for a period of six (6) months from the date of agreement. At the end of the six month period, if a revised hourly rate schedule is not offered by the Engineer, the current rates shall remain in force until further notice.

You will be invoiced at the end of each month for the percentage completed at that time and for any additional services requested and not covered in this Proposal. Payment will become past due thirty (30) days after the date on the invoice. Past due accounts will be subject to interest charges based a commercial rate of eighteen (18) percent per annum compounded monthly. Accounts in arrears over thirty (30) days will result in suspension of services on the project until such time as the account is rectified.

Please sign and return one copy of the Proposal Acceptance Sheet as your authorization to proceed with the work and your acceptance of this Proposal and keep the other copy for your records.

Accepted by _____
For _____
Date _____

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: SEPTEMBER 9, 1991
RE: SEWERAGE TREATMENT COSTS AT SOUTHSIDE PLANT

As you know, the City owns 30% or 600,000 gallons per day capacity at the Southside Plant in Buford.

The Director of Finance Sandy Richards and myself have reviewed and analyzed the 1991 sewer treatment bill from Buford. We also conferred with Mayor Pro-tem David Hawthorne.

Through our analysis, the following conclusions were made:

- 1) That the City is using 46% of the capacity treated in total.
- 2) The City of Sugar Hill's number of sewer customers will exceed the City of Buford's by 1992. Sugar Hill's present customer count is 1,704 and Buford's present customer count is 1,770.
- 3) Southside Plant treatment costs - \$.877
Collection system operating & maintenance - \$1.720
Total sewer costs - \$2.597
One-third of 1989 Debt Service Costs - \$.853
Cost per thousand gallons - \$3.45

The City is currently charging the following sewer fees:

0 - 1,000 gallons - \$2.50
Each 1,000 gallons - \$2.00

MEMORANDUM TO MAYOR & COUNCIL
SEPTEMBER 9, 1991
PAGE 2

Example: 10,000 gallons used

Charge	Cost
\$ 2.50 minimum	1) \$25.97 sewer costs
+18.00 actual	2) \$34.50 including debt service
<u>\$20.50</u>	

Variance

- 1) <\$5.47> loss sewer costs
- 2) <\$14.00> loss debt service included

The above amount does not include funds for expansion, capital improvements, and major infiltration repairs.

Attached is a copy of our analysis and the actual Buford bill for 1991.

CITY OF BUFORD SEWER ANALYSIS
FISCAL YEAR JULY 1990 - JUNE 1991

	1988		1989		1990		1991
Total S.H. Customers	1,287	<23%>	1,586	<3%>	1,638	<4%>	1,704
Total Buford Customers							1,770
Total Gals. Treated	261,911,000	<13%>	294,685,000	<-10%>	265,956,540	<2%>	271,968,000
Sugar Hill Treated	79,533,000	<17%>	92,710,000	<66%>	153,873,060	<-6%>	144,165,935
Total Expenses	\$152,500.24		\$143,643.96		\$222,679.38		\$238,561.50
Rate per 1,000 Gals.	\$.582		\$.487		\$.837		\$.877
Total Monthly Payments	\$36,505.16		\$36,352.80		\$49,151.90		\$56,618.62
Total Annual Payment	\$18,394.93		\$15,359.03		\$31,012.68		\$69,814.91
Total Payments to Buford	\$54,900.09	<-6%>	\$51,711.83	<55%>	\$80,164.58	<58%>	\$126,433.53

MITCH PEEVY
City Manager
GUERRY GARRETT
Assistant City Manager
JUDY MARTIN
City Clerk

City of Buford
95 SCOTT STREET
BUFORD, GEORGIA 30518
(404)945-6761
FAX #404-945-0409
August 16, 1991

PHILLIP BEARD
Chairman Commissioners
THOMAS P. HUGHES
Vice Chairman Commissioner
WILLIAM R. WILEY
Commissioner

SOUTHSIDE WASTE TREATMENT PLANT - July 1, 1990 - June 30, 1991:

EXPENSES:

Labor	\$105,842.40
F.I.C.A.; Workmen's Compensation; Retirement; Insurance (36.18%)	38,293.78
Operation and Maintenance Expenses	83,806.58
Miscellaneous Expenses (see attached)	<u>10,618.77</u>
Total	\$238,561.53

PAYMENTS:

July 16, 1990	\$ 4,309.31
August 13, 1990	4,309.31
September 17, 1990	4,800.00
October 15, 1990	4,800.00
November 13, 1990	4,800.00
December 10, 1990	4,800.00
January 14, 1991	4,800.00
February 11, 1991	4,800.00
March 11, 1991	4,800.00
April 8, 1991	4,800.00
May 6, 1991	4,800.00
June 10, 1991	<u>4,800.00</u>
Total	\$ 56,618.62

SUMMARY:

\$238,561.53 (Expenses) ÷ 271,968,000 (Gallons) = \$0.877 per 1,000 gal.

\$238,561.53 (Expenses) x 36% = \$ 85,882.15

144,165,935 (Sugar Hill Gallons) x \$0.877 (per 1,000 gal.)=\$126,433.53

\$126,433.53 (Greater)

- \$ 56,618.62

\$ 69,814.91 Balance Due

OPERATION AND MAINTENANCE EXPENSES - July 1, 1990 - June 30, 1991:

<u>Memo Date</u>	<u>Amount</u>
August 27, 1990	\$ 10,385.90
September 12, 1990	7,787.61
October 22, 1990	5,930.74
February 18, 1991	22,967.33
April 24, 1991	21,173.68
June 30, 1991	<u>15,561.32</u>
Total	\$ 83,806.58

LABOR - July 1, 1990 - June 30, 1991:

<u>Month</u>	<u>Amount</u>
July, 1990	\$ 7,863.00
August, 1990	9,462.18
September, 1990	7,809.22
October, 1990	9,708.56
November, 1990	7,400.62
December, 1990	7,611.29
January, 1991	9,485.25
February, 1991	8,000.69
March, 1991	7,730.02
April, 1991	8,357.50
May, 1991	9,916.98
June, 1991	<u>8,990.69</u>
Total	\$102,336.00

MISCELLANEOUS EXPENSES - SOUTHSIDE PLANT

July 1, 1990 - June 30, 1991

1990-1991 -	Cleaning off Beds; cutting grass; clearing fence line:	
	Prisoners - 15 days @\$77.08 per day	\$ 1,156.20
*8-13-90	Placing Asphalt at Drying Beds:	
	Labor	208.00
	Asphalt	103.00
*11-7-90	Grassing around Drying Beds:	
	Labor	59.58
*11-27-90	Setting two 3 ft. Risers:	
	Labor	125.68
*11-27-90	Grouting Risers:	
	Labor	122.00
*12-7-90	Hauling Sludge:	
	Labor	28.00
*1-11-91	Switching motors on Microsieve:	
	Labor	251.68
*1-16-91	Pulling Recirculation Pump; switching Driveshafts:	
	Labor	388.50
*1-25-91	Replacing Recirculation Pump:	
	Labor	80.34
*3-25/3-26/ 3-27,1991	Looking for and repairing Ground Fault in underground service line:	
	Labor	<u>1,086.42</u>
		\$ 3,609.40
*This labor not included in monthly memos - Total		\$3,506.40

EQUIPMENT RENTAL FOR VARIOUS PROJECTS - July 1, 1990 - June 30, 1991:

Bus Rental (Prisoners) - 15 hrs. @\$35.00 per hr.	\$ 525.00
Loader - 15 hrs. @\$65.00 per hr.	975.00
Bucket or Boom Truck - 56 hrs. @\$35.00 per hr.	1,960.00
Dump Truck - 48 hrs. @\$32.00 per hr.	1,536.00
Backhoe - 56 hrs. @\$35.00 per hr.	1,960.00
Ditch Witch - 16 hrs. @\$15.00 per hr.	240.00
Grader - 4 hrs. @\$35.00 per hr.	140.00
Roller - 8 hrs. @\$15.00 per hr.	<u>120.00</u>
Total Rental	\$ 7,456.00

FUEL:

Gas - 1435.7 gallons @\$1.06 per gallon	\$ 1,521.84
Diesel - 90 gallons @\$0.829 per gallon	74.61
Propane - 1420.7 gallons @\$1.03 per gallon	<u>1,463.32</u>
Total Fuel	\$ 3,059.77

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: SEPTEMBER 9, 1991
RE: TRANSCO 12/89 OVERRUN SETTLEMENT

Those of you who served on the Council in December of 1989, will remember the cold day on December 23, 1989. All the Transco cities ran over their contracts that day and penalties were assessed to each City. Sugar Hill's penalty was \$60,725.

At that time, the Gas Authority stated that they would negotiate with Transco and completely dissolve the penalties. This did not happen and now the Gas Authority is stating that they have negotiated the penalty to \$28,533. They also stated that the assessment will not have to be paid in cash, that it will be taken periodically from refunds that Transco owes the City.

I have communicated to the Gas Authority that they need to communicate to Transco that the cities were not at fault because we did not receive notification to curtail large customers. Also, the Southern Expansion was supposed to have been completed and was not. This would have given Sugar Hill an extra 1000 cubic feet to bring us into compliance with the City's contract.

The Gas Authority is recommending we accept this settlement because Transco has agreed to allow an LNG plant on their line to provide us extra gas in the future. Of course, the cities will pay for the LNG plant through bonding.

My recommendation is not to settle, but I also don't think the City has much of a choice.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: SEPTEMBER 9, 1991
RE: CROSSTIES

At the request of Council member Bobbie Queen, I requested free crossties from the railroad. The railroad notified me that they would donate 300 to 400 crossties to the City in the next two weeks.

The City can use approximately 100 and the remainder will be used at the golf course. Every little bit helps in saving.

Municipal Code Corporation

September 3, 1991

Ms. Judy L. Foster, CMC
City Clerk
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Dear Ms. Foster:

It was a pleasure speaking with you on the telephone today regarding the Sugar Hill Code of Ordinances. Pursuant to our conversation, we are pleased to submit the following revised estimate of cost for the preparation of Supplement No. 2 to the Code.

- I. **Supplement No. 2 - 15 copies -**
estimated 286 pages at \$17.50 per page \$5,005.00

Please keep in mind that the above figures are approximations only. It is virtually impossible to determine the exact number of pages any given material will constitute until it is editorially prepared.

Delivery of the Supplement would require approximately four (4) months.

- II. **Payment Schedule for Supplement.** Payment for the Supplement may be scheduled as follows:

- A. October 15, 1991 \$3,500
- B. Balance on delivery or January
30, 1992, whichever is later.

- III. **Change in Paper Stock.** Enclosed is a copy of a recent announcement by MCC advising of a change in our paper stock and a sample sheet of the new stock we will be using. When the City decides to proceed with Supplement No. 2, please advise us if you do **NOT** wish to receive your Supplement on our new stock.

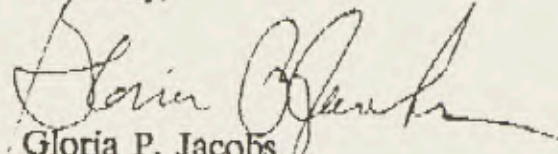
Post Office Box 2235
1700 Capital Circle, S.W.
Tallahassee, FL 32316
(904) 576-3171
1-800-262-CODE (National)
1-800-342-CODE (Florida)

* * * * *

Ms. Judy L. Foster, CMC
September 3, 1991
Page Two

We appreciate every opportunity to be of service to the City and trust the above information will be of interest. Please do not hesitate to contact us should you have any questions or desire additional information.

Sincerely,



Gloria P. Jacobs
Marketing Director

GPJ/cas

Enclosures

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY CLERK
DATE: SEPTEMBER 9, 1991
RE: CITY LOGO

We are out of the decals for the City vehicles. So now is the time to change the City logo, if you so desire.

The cost for these decals depends on what the art work is like, the size and how much wording is on it. I faxed "Signs by Ivey" a copy of the golf course logo and he gave me a price quote of \$4.30 each for a quantity of 50 and \$3.87 each for a quantity of 100.

Therefore, if you desire to change the logo, we need to design a new logo or utilize the golf course logo.



GARY STANDRIDGE
(404) 479-9052

Standridge/Blankenship Grading



MILTON O. (BUDDY) BLANKENSHIP
HOME (404) 345-6401

2 - 1500 GALLON TA

1000' FIELDLINE @

PVC & CLEANOUTS

#57 STONE

MISC.

TOTAL

Statement

No 0495

Sudderth Construction Co.
791 Old Cumming Hwy.
Buford, GA 30518
Phone (404) 945-2977

Date

To Bid to City Sugar Hill
Golf Course

Please detach and return upper portion
with your remittance. \$

Date	Charges and Credits	Balance
	2-1500 gal septic tanks with treatable lids	\$1200.00
	1000' Fieldline	4000.00
	840' Solid 4" PVC	3360.00
	Total	\$8560.00

Route 10, Box 3
Canton, GA. 301

Your Check is Your Receipt

Statement

Sudderth Construction Co.
791 Old Cumming Hwy.
Buford, GA 30518
Phone (404) 945-2977

No 0495

Date

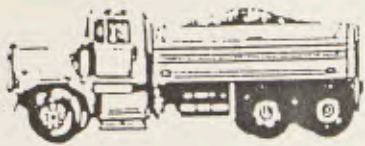
To

Bid to City Sugar Hill
Golf Course

Please detach and return upper portion
with your remittance. \$

Date	Charges and Credits	Balance
	2-1500gal septic tanks with traffic lids	\$1200.00
	1000' Fieldline	4000.00
	840' Solid 4" PVC	3360.00
	Total	\$8560.00

Your Check is Your Receipt



GARY STANDRIDGE
(404) 479-9052

Standridge/Blankenship Grading



MILTON O. (BUDDY) BLANKENSHIP
HOME (404) 345-6401

2 - 1500 GALLON TANKS @ 900.00	\$1,800.00
1000' FIELDLINE @ 3.00	\$3,000.00
PVC & CLEANOUTS	\$700.00
#57 STONE	\$1,250.00
MISC.	\$1,750.00
<hr/>	
TOTAL	\$8,500.00

Route 10, Box 306
Canton, GA. 30114

Bus. 404-479-2212
Atl. 404-577-2160
Fax 404-479-1732

CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 12, 1991
7:00 P.M.

A G E N D A

A) Golf Course Matters

CALLLED COUNCIL MEETING
THURSDAY, SEPTEMBER 19, 1991
7:00 P.M.

A G E N D A

CLOSED SESSION

- A) Possible litigation meeting with
City Attorney

CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 19, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandra Richards, Acting Director of Golf Wade Queen and City Attorney Lee Thompson.

Meeting called to order at 7:05 p.m. by Mayor Haggard.

Executive Session

Council Member Queen moves to recess the called meeting and enter into a closed executive session with the City Attorney to discuss potential litigation. Second to the motion by Council Member Everett. Vote unanimous.

Meeting recessed at 7:05 p.m.

Meeting reconvened at 8:10 p.m.

Plaque for Golf Course

Mayor Haggard states that at the last meeting, Mr. Boltz stated that he would look into a plaque to be placed at the golf course with the names of the Mayor and Council who were involved in the project. Discussion held on what type of plaque to use. Mayor Haggard appoints Council Members Hawthorne and Queen to work on this project since Mr. Boltz has resigned.

Liaison to Golf Course

Mayor Haggard asks Council Member Hawthorne if he has had enough time to reconsider continuing as the liaison to the golf course. Council Member Hawthorne states that he would still ask that the Mayor and Council accept his resignation as liaison to the golf course. Mr. Hawthorne feels that some statements made concerning the handling of finances at the golf course were directed to him. The Mayor and Council reassured Mr. Hawthorne that the action taken at the last called meeting was directed to the Director of Golf and not to him. City Manager Kathy Williamson states that Council Member Hawthorne suggested that she motivated Council Member Everett into making the motion to put the authority of financial matters at the golf course back under her jurisdiction. Ms. Williamson states that she in no way had anything to do with that and she wanted to communicate this accusation to the Council. The Council reassured Ms. Williamson that they did not believe she had anything to do with that. Council Member Hawthorne apologized to Ms. Williamson for that misunderstanding. Council Member Everett states that the motion he made was his own beliefs and it didn't come from anyone else. Discussion held on this

**CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 19, 1991
MINUTES, CONT'D.
PAGE 2**

matter. Council Member Hawthorne states that he has told Wade Queen that he will be available to answer any questions and to assist him in any way, however, he does not want the responsibility of liaison. Ms. Williamson recommends to the Mayor and Council that Council Member Hawthorne be returned to his liaison position and in charge of the finances at the golf course. Council Member Morris moves to authorize Council Member Hawthorne, instead of the City Manager, to approve expenditures at the golf course at his discretion, up to \$3,000. Second to the motion by Council Member Everett. Vote unanimous.

Golf Course Superintendents Annual Meeting

Acting Director of Golf Wade Queen is requesting to continue the City's membership with the Georgia Golf Course Superintendents Association for the greenskeeper and the cost is \$335 per year. Also, Mr. Queen is requesting the funds to attend the annual meeting, November 3-5 in Jekyll Island and the estimated cost is \$315. Council Member Morris moves to authorize the funds for these requests. Second to the motion by Council Member Everett. Vote unanimous.

Phone Bills

Acting Director of Golf Wade Queen states that Mr. Boltz had a car phone when he first began his employment with the City and he has summarized the bills with the name of the person he called and what it was in reference to. Mr. Boltz is requesting to be reimbursed for these phone bills which total \$252.80. Council Member Hawthorne asks the City Manager if this was ever discussed with him. City Manager Kathy Williamson states that she never told Mr. Boltz that he would be reimbursed for any calls on his car phone. Council Member Hawthorne moves to deny Mr. Boltz request for reimbursement of these phone bills. Second to the motion by Council Member Morris. Vote unanimous.

Tifton Turf Farms

Acting Director of Golf Wade Queen states that Tifton Turf Farms did some hydroseeding at the golf course for Tim Cox and was told that he would be paid within two weeks. Mr. Cox does not have the money to pay him right now and in order to keep a good working relationship with them, Mr. Queen is requesting that the City run a check for them and deduct it from Tim Cox's contract. Council Member Morris moves to authorize Mr. Queen to pay the invoices of approximately \$10,000 and to deduct it from the contract with Tim Cox. Second to the motion by Council Member Everett. Vote unanimous.

Cart Barn

Acting Director of Golf Wade Queen obtained a bid from Gary Standridge for grading and hauling dirt for the cart barn

CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 19, 1991
MINUTES, CONT'D.
PAGE 3

to be built. The cost will be approximately \$5,000. Council Member Everett moves to authorize the funds to grade for the cart barn. Second to the motion by Council Member Morris. Vote unanimous.

Concession Stand

Council Member Queen states that the Recreation Board is building a new concession stand at the park between the ballfields.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting adjourned at 9:15 p.m.

Judy L. Foster

CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 12, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandra Richards, Director of Golf Bob Boltz, Clubhouse Manager Wade Queen and City Attorney Lee Thompson.

Meeting called to order at 7:05 p.m. by Mayor Haggard.

City Manager Kathy Williamson states that EPD is considering the possibility of allowing the City to discharge into the Chattahoochee River. Ms. Williamson states that she will have more information on this matter in the near future.

Ms. Williamson also states that Meca has contacted her and feels that the City's proposal is reasonable, however, they are researching two different ways to finance the project in order to obtain a lower interest rate.

Recess

Council Member Hawthorne moves to recess into a closed executive session with the City Attorney to discuss potential litigation. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 7:10 p.m.

Meeting reconvened at 8:00 p.m.

Golf Course Matters

Council Member Hawthorne relates to the Council that Tim Cox is having problems with Willard Byrd because Mr. Byrd keeps changing his mind in midstream on how something should be handled. Discussion held on this matter.

Mr. Hawthorne states that fees need to be established before the golf course can open up. He states that the fees are determined by the quality of the course and if our golf course opens up next month, it will not be of top quality, therefore, our rates cannot be as high. Mr. Hawthorne suggests opening up the golf course in August of 1992. Council Member Morris states that he will not vote to open the golf course this fall because it will not be of top quality and when people come to play the course and see that, they will not be likely to return. Mr. Morris asks the Director of Golf if 18 holes can be opened up in August of '92. Mr. Boltz states yes. Mr. Hawthorne states that if the City can support the golf course for another year, the grand opening needs to wait until next year. More discussion held on this matter. Council Member Morris moves to delay the opening of the golf course until August of 1992. Second to the motion by Council Member Everett. Vote unanimous.

**CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 12, 1991
MINUTES, CONT'D.
PAGE 2**

Mr. Hawthorne states that he will sit down with the City Manager and Director of Finance to discuss the financial end of this matter.

Mayor Haggard states that some expenses need to be cut out at the golf course if there will not be any revenue coming in to support it. Mayor Haggard states that a positive press release needs to be sent to both newspapers concerning the delay in the opening of the golf course. Mr. Hawthorne states that he will write up the release as soon as possible.

Mayor Haggard suggests having a permanent plaque placed at the golf course with the Mayor and Council names who were in office during the golf course construction, including Bobby Fowler. Mr. Boltz states that he will look into that.

Golf Course Finances

Council Member Everett states that during his 9 months as a Council Member, he has observed the manner in which money has been spent at the golf course and he does not approve. Council Member Everett moves to place the authority of all financial matters, concerning the golf course, back under the jurisdiction of the City Manager. Mr. Everett states that he feels the City Manager can better manage the financial end of the golf course and since the City is supporting the golf course at this time, he feels the City Manager should have control over the spending. Council Member Hawthorne states that he does not understand the motion. Mr. Everett states that any approval for expenditures at the golf course would have to go through the City Manager and she would have to contact the Mayor and Council for anything over \$100. Mr. Everett states that Mr. Boltz never gives the Mayor and Council a copy of any quotes he has obtained for their review, he only submits one bid and expects the Council to make their decision from one bid. Second to the motion by Council Member Morris. Mayor Haggard asks if the personnel would also be under the supervision of the City Manager. Mr. Morris states that he understood the motion to mean that the Director of Golf would still be the supervisor of the golf course personnel, however, any requests for future personnel, which would increase the budget, would have to be approved by the City Manager. Mr. Everett states that this is correct. Mr. Boltz states that he has the bids on every item ever purchased at the golf course and he will furnish these to the Council if they desire. Mr. Everett states that his point is that the Council never had the bids to review before making their decision. Council Member Queen states that it was decided long ago that the City Manager would not be in charge of the daily operations of the golf course because it would take up too much of her

**CALLED COUNCIL MEETING
THURSDAY, SEPTEMBER 12, 1991
MINUTES, CONT'D.
PAGE 3**

time and neglect the City. Mr. Morris states that she would not be in charge of the daily operations of the golf course, only the financial end of it. Vote: 2 for, 2 opposed - Hawthorne and Queen. Tie vote: After further discussion, Mayor Haggard votes in favor of the motion. Motion carried 3 to 2.

Director of Golf Bob Boltz states that he resigns and leaves the meeting.

Council Member Morris moves to accept Mr. Boltz resignation and to get all his keys from him first thing in the morning. Second to the motion by Council Member Everett. Vote 2 for, 2 opposed - Hawthorne and Queen. Tie vote: Mayor Haggard votes in favor of the motion. Motion carried 3 to 2.

Council Member Hawthorne states that he resigns as liaison to the golf course because of health reasons.

Mayor Haggard recommends that the Council appoint Wade Queen as the temporary Director of Golf. Mr. Queen states that he is not qualified for the job but he will do all that he can to get the golf course opened up on time.

Council Member Morris moves to appoint Wade Queen as the acting Director of Golf, effective immediately. Second to the motion by Council Member Everett. Vote 3 for, 1 abstains - Queen. Motion carried.

Mayor Haggard asks Council Member Hawthorne to reconsider as liaison to the golf course. Mr. Hawthorne states that he will think about it.

Council Member Hawthorne moves to give the City Manager the authority to spend up to \$3,000 for expenditures at the golf course only, at her discretion, without having approval of the Council. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Queen. Vote unanimous.

Meeting adjourned at 10:05 p.m.

Judy D. Foster

OCT.

NOV.

DEC.

MAYOR & COUNCIL MEETING
MONDAY, OCTOBER 14, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) Chattahoochee River Tributary Protection Ordinance Amendment
- B) Comprehensive Plan
- C) Other Water Sources
- D) City Logo
- E) Front Yard Parking

New Business

- A) Gas Leakage Survey
- B) Adoption of Building Codes
- C) N. Gwinnett Government Day
- D) Miscellaneous Requests

City Manager's Report

- A) GCCMA Fall Meeting

City Clerk's Report

- A) Copier Maintenance Agreement

Director of Golf's Report

- A) Update on Construction Progress
- B) Equipment Requests
- C) Entrance to Golf Course

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, OCTOBER 14, 1991
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, October 11, 1991.

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:33 p.m. by Mayor Haggard.

Moment of silence followed by pledge to the flag led by Council Member Hawthorne.

Minutes

Council Member Morris moves to approve last month's minutes. Second to the motion by Council Member Everett. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson reports that there was no Planning & Zoning Board meeting last month.

Mayor Haggard reads a letter of resignation given to him by the Chairman of the Planning & Zoning Board and Appeals Board, Bill Parker. He is resigning, effective October 15, 1991, since he has qualified to run for office in the City Election this year. Council Member Hawthorne moves to accept Bill Parker's resignation. Second to the motion by Council Member Morris. Vote unanimous.

Appeals Board

City Manager Kathy Williamson reports that there was no Planning & Zoning Board meeting last month.

Recreation Board

Council Member Queen states that the Recreation Board is building a new concession stand and scorekeepers box between the softball fields. They are also clearing an area for two additional tennis courts. Also, the board is allowing the West Gwinnett Soccer Leagues to use the soccer fields.

Budget & Finance

Council Member Hawthorne gives a report of the City's financial position after 9 months of operations in this fiscal year. The city has an overall favorable balance of \$234,888 after all adjustments. Refer to financial report.

Chattahoochee River Tributary Protection Ordinance Amendment

City Manager Kathy Williamson states that this amendment was drawn up by the City Attorney to clarify the definition of a flowing stream. Refer to ordinance. Council Member Hawthorne moves to adopt the ordinance amendment as written. Second to the motion by Council Member Queen. Vote unanimous.

Comprehensive Plan

City Manager Kathy Williamson states that this matter was tabled from last month in order to give the Council time to review the minimum planning standards of this project. Mrs. Williamson is recommending the low bid for this Plan from Mayes, Sudderth & Etheridge for \$17,500. This expenditure will not occur until next year. Council Member Hawthorne moves to accept the recommendation of the City Manager and hire Mayes, Sudderth & Etheridge to complete the Comprehensive Plan next year as required by the state. Second to the motion by Council Member Morris. Vote unanimous.

Other Water Sources

City Manager Kathy Williamson states that she will have the figures next month which she would like to include in the capital improvements budget for next year.

City Logo

City Manager Kathy Williamson states that this matter was tabled from last month as well. She presents a sample of the golf course logo to the Council. Council Member Hawthorne moves to authorize the funds to phase this logo into city decals and stationary as purchased. Second to the motion by Council Member Queen. Mrs. Williamson asks if this motion includes changing the logo on the water tanks. Mr. Hawthorne states that it does not include the water tanks and he would like her to obtain quotes on having the logo changed on the water tanks. Vote unanimous.

Front Yard Parking

Ken Crowe states that a resident had complained at the last Council Meeting about her neighbors parking on their front lawn and she had stated that the county had an ordinance prohibiting it. Mr. Crowe states that the county does not have an ordinance prohibiting parking on your front yard. However, they do have an ordinance that requires you to park on a hard surface, such as gravel, concrete, stone, etc. and they use this to try to enforce such complaints.

Gas Leakage Survey

Ken Crowe states that the Public Service Commission requires the city to do periodic gas leak surveys and that they change firms every few years. There are only two firms that do this survey in the state of Georgia and they are Kelly Christopher and Southern Cross. Kelly Christopher has completed the past few surveys for the city and Southern Cross submitted a bid for \$250 per every 8 hour day. Council Member Hawthorne moves to accept the bid from Southern Cross to complete the gas leak survey for the city. Second to the motion by Council Member Morris. Vote unanimous.

TO: MAYOR & COUNCIL
 FROM: BOB BOLTZ, DIRECTOR OF GOLF
 DATE: JUNE 17, 1991
 RE: ESTIMATED COSTS TO COMPLETE GOLF COURSE CONSTRUCTION

		SEPT. 1992
EXTERIOR DESIGNING (BASIC CONSTRUCTION)	\$450,000	\$450,000
MAINTENANCE BUILDING	70,000	0
GRASSING	210,000	110,000
CART PATHS	100,000	100,000
IRRIGATION	215,000	45,000
CLUBHOUSE	30,000	30,000
CART BUILDING	60,000	60,000
PAVING (DRIVEWAY & PARKING LOT)	125,000	125,000
MAINTENANCE EQUIPMENT	125,000	100,000
FENCING	20,000	0
FLAGS, CUPS, GRAPHICS & SIGNS	9,000	9,000
SAND BUNKERS	46,000	46,000
PRO SHOP INVENTORY	10,000	10,000
SNACK BAR INVENTORY	2,000	2,000
ADDITIONAL PUMPS (LEASED)	10,000	3,000
TAP-ON FEE & LINES TO CLUBHOUSE	38,000	38,000
ADDITIONAL DRAINAGE	40,000	0
WELLS, PUMPS & LINES	25,000	0
ENGINEERING FEES	40,000	10,000
ARCHITECTURAL FEES	25,000	25,000
SURVEY / AERIAL / TOPO	15,000	0
LEGAL FEES	10,000	5,000
K & W TERMINATION ALLOWANCE	68,000	68,000
CONTINGENCY	50,000	25,000
TOTAL	\$1,793,000	\$1,261,000

ASSUMPTIONS:

1. GOLF CARTS WILL BE LEASED AND THE COST WILL BE CHARGED TO THE OPERATING BUDGET
2. BRIDGE ON #6 WILL NOT BE BUILT AT THIS TIME.
3. CLUBHOUSE WILL BE A RENTED STRUCTURE.
4. DOES NOT PROVIDE FOR HEAVY EROSION FROM SEVERE STORMS.

SUGAR HILL GOLF C

ORIGINAL PLAN

ALTERNATIVE #1

ALTERNATIVE #2

ORIGINAL PLAN

ALTERNATIVE #1

ALTERNATIVE #2

Acting Director of Golf Wade Queen states that all the greens have been seeded and collared and the greens are up on the front nine. All the traps are in and collared on the front nine. The back nine traps should be in this week. Paving on the front nine cart paths were completed today. The pad for the cart barn has been completed. The practice green has been seeded and collared. The entire golf course has now been seeded and we should have no need for contractors in a couple more weeks.

SUGAR HILL GOLF COURSE OPERATING ESTIMATES

1991
REV. / EXP.

1992
REV. / EXP.

ORIGINAL PLAN

220,220 / 471,846
(251,626)

1,213,000 / 1,045,764
167,236

ALTERNATIVE #1

71,250 / 306,000
(234,750)

794,800 / 1,045,764
(89,358)

ALTERNATIVE #2

0 / 306,000
(306,000)

397,300 / 1,045,764
~~(451,858)~~
(648,464)

ORIGINAL PLAN

18 HOLE OCT. 15 -THRU DEC. 31, 1991
JAN. 1, 1991 THRU DEC. 31, 1992

ALTERNATIVE #1

9 HOLE PLAY - OCT. 15, 1991 THRU JUL. 31, 1992
18 HOLE PLAY - AUG. 1 THRU DEC. 31, 1992

ALTERNATIVE #2

18 HOLE PLAY - AUG. 1 THRU DEC. 31, 1992

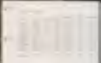


PUBLIC GOLF COURSE SURVEY DATA
1991

<u>COURSE NAME</u>	<u>LOCATION</u>	<u># OF HOLES</u>	<u>WEEKDAY FEES</u>	<u>WEEKEND FEES</u>	<u>HALF CART</u>	<u>RANGE BUCKET</u>
CHATEAU ELAN	BRASELTON	18	\$35.00	\$35.00	\$10.00	2.00
CEDAR LAKE	LOGANVILLE	18	\$9.00	\$17.00	\$8.00	2.00
CHATTAHOOCHEE	GAINESVILLE	18	\$25.00	\$25.00	\$7.00	1.00/2.00
EAGLE WATCH	WOODSTOCK	18	\$27.00	\$38.00	\$9.50	3.15/4.20
HARD LABOR CREEK	RUTLEDGE	18	\$12.00	\$12.00	\$7.00	N/A
MYSTERY VALLEY	LITHONIA	18	\$16.00	\$19.00	\$8.00	2.00/4.00
STOUFFER PINEISLE	BUFORD	18	\$40.00	\$50.00	\$13.50	4.50
SPRINGBROOK	LAWRENCEVILLE	18	\$15.00 NON-RES.	\$17.00	\$7.50	2.00/3.50
LAKE LANIER ISLANDS	BUFORD	18	\$38.00	\$40.00	INCL.	2.00
ROYAL OAKS	CARTERSVILLE	18	\$16.00	\$18.00	\$8.00	N/A
ROYAL LAKES	CHESTNUT MT.	18	\$21.00	\$24.00	\$9.00	3.00

AVERAGE OF COSTS \$23.09 \$26.81 \$8.50 \$3.00

have been seeded and collared and the greens are up on the



Adoption of Building Codes

Ken Crowe states that Georgia law has established state minimum standard codes and there are three codes listed which the city has not yet adopted. This ordinance includes these three codes which are the Georgia State Energy Code for Buildings, 1986 edition; the Standard Amusement Device Code, 1985 edition; and the Standard Existing Building Code, 1988 edition. Refer to ordinance. Council Member Hawthorne moves to adopt the ordinance as written. Second to the motion by Council Member Morris. Vote unanimous.

North Gwinnett High School Government Day

City Manager Kathy Williamson asks the Council if they want to have the students from North Gwinnett High School participate in Government Day with the city. There is a general consensus among the Council to do this.

Miscellaneous Requests

City Manager Kathy Williamson states that the Street & Bridge Department is requesting some street signs totaling \$185.76 and the Utilities Department is requesting supplies totaling \$2,885.45. Council Member Hawthorne moves to authorize the funds for these requests. Second to the motion by Council Member Queen. Vote unanimous.

GCCMA Fall Meeting

City Manager Kathy Williamson is requesting to attend the Ga. County-City Managers Association fall meeting in Macon next month. Council Member Queen moves to authorize the funds to send the City Manager to this meeting. Second to the motion by Council Member Morris. Vote unanimous.

Copier Maintenance Agreement

City Clerk Judy Foster is requesting to renew the maintenance agreement for the copy machine. This maintenance agreement will cost \$669.38 and this item was budgeted for this year. Council Member Morris moves to authorize the funds to renew the maintenance agreement. Second to the motion by Council Member Hawthorne. Vote unanimous.

Update on Golf Course Construction

Acting Director of Golf Wade Queen states that all the greens have been seeded and collared and the greens are up on the front nine. All the traps are in and collared on the front nine. The back nine traps should be in this week. Paving on the front nine cart paths were completed today. The pad for the cart barn has been completed. The practice green has been seeded and collared. The entire golf course has now been seeded and we should have no need for contractors in a couple more weeks.

Equipment Requests

Acting Director of Golf Wade Queen is requesting a leaf blower and entrance sign to the golf course. Refer to quotes. Council Member Hawthorne moves to purchase the entrance sign from the Sugar Hill Sign Company for \$200, which will include the new logo, and to purchase the leaf blower from Stovall for \$2,450. Second to the motion by Council Member Morris. Vote unanimous.

Council Reports

Council Member Queen states that she and Council Member Hawthorne were appointed to serve on a committee to come up with a plaque to be placed at the golf course. Mrs. Queen has pictures of a similar monument they are recommending and they would like it to be placed near the putting green at a spot overlooking the golf course. Refer to drawing. Council Member Hawthorne asks the City Manager to obtain quotes for the cost of a monument of this nature and present them to the Council next month.

Council Member Queen reports that the park barn and maintenance barn was broken into a couple of weeks ago. The Recreation Board are trying to get more lights installed at the park to help prevent this. Council Member Hawthorne states that the golf course has not had any problems since they have hired a security guard to be there at night and he offers this as a suggestion to the Recreation Board.

Council Member Hawthorne is requesting authority from the Council to give Harold Reheis of EPD a copy of the landfill lease the city has with Button Gwinnett Landfill. Mr. Hawthorne feels that the language used in this agreement has protected the city and Mr. Reheis has asked to review it. There is a general consensus among the Council to allow Council Member Hawthorne to do this.

Council Member Everett states that he has received several compliments on the Street & Bridge crew and feels they are doing an excellent job. The Council agrees.

Citizen's Comments

Barbara Hoover asks if a decision has ever been made concerning the information sign the Betterment Committee requested to be installed. Council Member Queen states that a decision still has not been made on that matter.

Rick January states that he has some concerns about Halloween approaching and the problem the residents of Frontier Forest have each year with vandalism and emergency vehicles not being able to enter the subdivision. Mayor Haggard states that

MAYOR & COUNCIL MEETING
MONDAY, OCTOBER 14, 1991
MINUTES, CONT'D.
PAGE 5

they have met with the Police Department before about this matter and the police do patrol the subdivision more often, however, they do not have the manpower to concentrate on one particular subdivision, especially on Halloween night. Mayor Haggard states that the only suggestion he has is to leave home that night.

Douglas Smith asks if the city is considering recycling. City Manager Kathy Williamson states that this matter was addressed a few months ago and we have a committee reviewing this matter.

Kathy Pines asks what the status is of the traffic signal on Highway 20 and Hillcrest Drive. City Manager Kathy Williamson states that Senator Don White had a traffic study made of the intersection by the Georgia Department of Transportation and they stated that a traffic signal at that location was not feasible at this time since there have been no fatalities there.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 8:25 p.m.

Judy L. Foster

EMERGENCY CALLED COUNCIL MEETING
MONDAY, OCTOBER 14, 1991

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 8:45 p.m. by Mayor Haggard.

This meeting was not posted due to the fact of the urgency to set the date for a run-off election.

Run-off Date

City Manager Kathy Williamson states that a date needs to be set for a run-off election, if it is necessary. The Elections Superintendent is recommending November 9, 1991. Council Member Hawthorne moves to set the date for the run-off election on Saturday, November 9, 1991. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Hawthorne. Vote unanimous.

Meeting adjourned at 8:50 p.m.

Kathy Williamson

To the Mayor, George Haggard

It has been my pleasure to have served this city for several years on the Planning + Zoning and Planning + Zoning Appeals Boards. As I am now a candidate for City Council, I must resign these positions effective 15 October 1991. I wish to thank the city for this opportunity to serve and look forward future endeavors together.

Sincerely,
William R. Paker

9 MONTHS FY 1991

PREPARED BY	INITIALS	DATE
APPROVED BY		

FUND	1 MONTH REVENUE	2 YTD REVENUE	3 MONTH EXPENSE	4 YTD EXPENSE	5	6 YTD VARIANCE
General	9,461	461,891	38,535	462,200		< 309 >
Sanitation	18,041	163,657	19,727	172,752		< 9,095 >
Gas	41,138	1,197,325	29,209	742,731		454,594
Water	42,348	449,442	50,107	437,535		11,907
St. + Bridge	441	8,491	9,443	102,417		< 93,926 >
Sewer	28,825	197,163	80,509	202,187		< 5,024 >
Sub total I	140,254	2,477,969	227,530	2,119,822		358,147
Golf Course	- 0 -	149	27,536	177,612		< 177,463 >
Sub total II						180,684
other revenue sewer tap fees	532	504,204				504,204
other expenses 1989 Bond			50,000	450,000		< 450,000 >
Grand total	140,786	2,982,322	305,066	2,747,434		234,888

DAA 10/7/91

ORDINANCE

The Council of the City of Sugar Hill hereby ordains that the "Ordinance for CHATTAHOOCHEE RIVER TRIBUTARY PROTECTION: STREAM BUFFER REQUIRED" is hereby amended by deleting Section C in its entirety and replacing it with the following Section C:

C. Stream Buffer Areas.

This protection area means the stream channel and land area extending outward thirty-five (35) horizontal feet from the banks of either side of all flowing streams in the drainage basins of all tributaries of the Chattahoochee River located within the boundaries of Sugar Hill. A flowing stream is defined as any flowing stream, creek, river, or other body of water. Fifteen (15) feet adjacent to the stream bank of said area will be left as a natural buffer and a thirty-five (35) foot minimum will be left as accessory building setback. (This is not a change in the minimum rear yard setback nor permission to build in the flood plain.) Stream buffer areas (i.e. 15' from bank) must be shown in final subdivision plats, commercial/industrial, and multi-family plans.

In addition, for the purposes of correcting a typographical or clerical error, the fourth word in the second sentence of the fourth paragraph of Paragraph D is hereby changed from the word "are" to the word "area".

Except as otherwise set forth herein all other provision of the Ordinance shall remain unchanged and in full force and effect.

IT IS SO ORDAINED, this 14th day of October, 1991.



George Haggard
Mayor

Raymond Smith
Council Member

Thomas Brandy
Council Member

David L. Hawk
Council Member

Bobbie Queen
Council Member

Reb D. Davis
Council Member

Attest:

Judy Foster
City Clerk

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: Mayor and Council

FROM: Ken Crowe

RE: Front Yard Parking

DATE: September 27, 1991

Regarding your request from last month's meeting that I check the Zoning Ordinance & The Gwinnett County Zoning Ordinance that prohibits parking in the front yard of a residence:

Our Ordinance does not really address this matter.

The County does not prohibit parking in a front yard. They do require that parking occur on a hard surface (concrete, gravel, decorative stone, etc.) and use this as a bluff to try and prohibit front yard parking when they receive complaints. However if stone is placed in the yard, parking can occur.



Southern Cross Corp.

4487 South Old Peachtree Road
P.O. Box 2168 / Norcross, Georgia 30091-2168
Telephone 404/441-0403

Date: September 6, 1991

PROPOSAL FOR CONDUCTING A GAS LEAKAGE SURVEY FOR:

City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518
SURVEY METHOD

FLAME PACK PORTABLE FLAME IONIZATION GAS DETECTOR - GAS SERVICE LINES _____
GAS MAINS _____

COVERAGE PROCEDURES

Technician will sample the air at ground level for the presence of gas along the route of lines designated for survey. Samples are drawn into the Flame Pack from the pathway immediately above the route or at obvious gas venting points adjacent to the area if the surface above the route is paved. Findings will be centered and reported on the appropriate forms. Leaks will be graded in accordance with ASME guidelines unless the company provides their own written guidelines. Southern Cross will furnish if checked: No Driver/Guide _____ On the Job Transportation

ADDITIONAL PROCEDURES

Coverage of business areas and one half of residential area. Approximately 13 miles of main and 1400 service lines and meter sets.

Normal Work Day 8 hours Normal Work Week 5 days

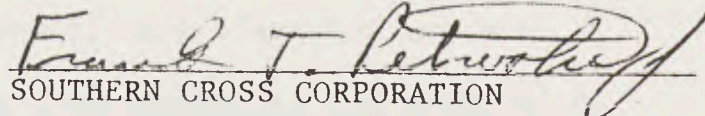
Estimated Coverage Speed 130-140 Per Day 10-11 Estimated Days

Rates

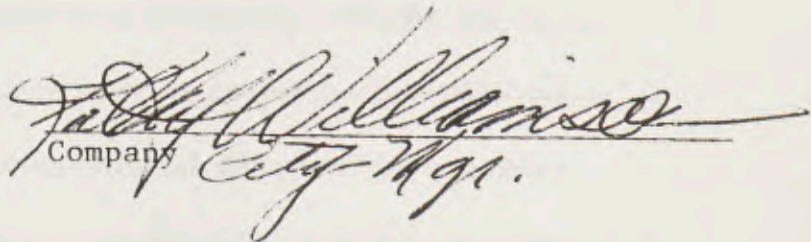
\$250.00/8 hr day

Transportation if provided by Southern Cross Corp. \$16.00/8 hr day

Authorization to schedule your survey can be effected by signing and returning one copy of this proposal. A schedule assignment will be made upon receipt of a signed contract. Weather conditions frequently delay a technician's prior assignment. In this event, Southern Cross Corporation will promptly notify the Company.


SOUTHERN CROSS CORPORATION
Norcross, Georgia

DATE: 10/18/91


Company City Mgr.

Southern Cross Corp. Obligations:

- A. Southern Cross shall use reasonable diligence, employing its personnel and equipment, in the leakage survey. No warranty or assurance is given or implied that all leaks can or will be located and identified as a result of the survey.
- B. To report Grade I leakage conditions found to company immediately. A copy of all leaks located will be submitted daily.
- C. To keep the company informed of any substantial change of operations site or procedure.
- D. Prices quoted are firm for 90 days from date of proposal.
- E. To proceed with this survey until contract operations are completed to the satisfaction of the company.
- F. To notify the company of any change in the tentative starting schedule.

Gas Company Obligations:

- A. To supply all data on location of pipelines including maps and/or guide.
- B. To furnish all permits, licenses and identification necessary to perform the work.
- C. To supply Guide/Helper and Transportation on the job if not included in the contract by Southern Cross Corp.

Maps and Reports:

- A. Technician will submit a complete detailed report of findings in bound and summarized form to the company.
- B. During the course of the survey, Southern Cross Corp. Technician will mark the gas company's maps or overlays to show the coverage of the survey. Leakage may also be plotted during the course of the survey if desired. This can be signed and dated for record purposes.
- C. Technician's time spent on maps, overlays, leakage reports and chart interpretation will be charged at the same rate as survey.
- D. Leaks will be graded in accordance with the A.S.M.E. Guidelines unless the Company provides their own written guidelines.

Taxes and Insurance:

- A. Southern Cross Corp. will provide and maintain insurance coverage. Certificate will be furnished on request.
- B. Southern Cross Corp. will assume full and exclusive liability for payment of taxes and contributions for unemployment insurance, old age benefits now or hereafter imposed by the Government of the United States and any states which are measured by the wages, salaries and other remunerations paid to persons engaged in the performance of the work hereunder.
- C. Prices quoted do not include Federal, State or Municipal Sales, Use, Occupational or privilege taxes based on or measured by sales. These tax or taxes will be added where applicable.

Payment:

- A. No charge will be made for lost time due to inclement weather. Company agrees to allow Technician to make up lost time working additional hours or days unless either party is unable to do so.
- B. Chargeable time commences upon arrival at designated reporting site. One (1) hour per forty (40) miles of travel will be charged when traveling at the gas company's request between properties.
- C. Stand-by time is actual time lost in the event Technician reports at the agreed time and is not allowed to start work.
- D. As consideration for work performed the invoiced amount is payable within ten (10) days. A minimum charge of one day will be charged for the last day worked.

Drug Testing Program:

Southern Cross Corp. maintains a drug testing program in accordance with United States Department of Transportation regulations 49 CFR parts 40 and 199. Employees covered by these regulations are subject to random, pre-employment, for cause, post-accident, and rehabilitation testing. Southern Cross Corp. will adhere to these regulations as they presently exist or as they are amended.

Contracts:

If you feel you need to write your own contract, then this proposal must be incorporated as an appendix to the contract. Otherwise, this document can serve as a contract agreement between both parties.

SEND INVOICE TO:

PURCHASE ORDER NUMBER 63103
NAME City of Sugar Hill
ADDRESS 4988 W. Broad St.
Sugar Hill, GA 30518

CONTACT PRIOR TO STARTING

NAME Ken Crowe
PHONE 345-6716
NORMAL WORKING HOURS 8:00-5:00
Mon-Fri

TECHNICIAN SHOULD REPORT TO:

NAME Ken Crowe
TIME
STREET ADDRESS 4988 W. Broad St
Sugar Hill GA 30518



**GEORGIA
MUNICIPAL
ASSOCIATION**

201 Pryor Street, SW • Atlanta, Georgia 30303 • 404/688-0472 • FAX: 404/577-6663

September 6, 1991

M E M O R A N D U M

TO: Mayors and Councils
c/o City Clerks and City Managers

FROM: James V. Burgess, Jr., Executive Director

RE: Uniform Building Codes, Effective Date

This is a reminder that, effective October 1, 1991 the Georgia law has established state minimum standard codes which will apply throughout Georgia. O.C.G.A. Sec. 8-2-20. The state minimum codes are subject to local amendments, subject to policies and procedures which are spelled out in the state law.

The attached sheet supplied by DCA lists the present version of the various building related codes which will comprise the list of state minimum standard codes on October 1, 1991.

If you have any questions about the state minimum standard codes or the process for enforcing or amending those codes please contact Mr. Jack Jacobs at the Department of Community Affairs, (404) 656-7526.

JVBjr/jb
Attachment

OFFICERS

Tracy P. Stallings
President
Mayor, Carrollton
Ed Cannington, Jr.
First Vice President
Mayor, Lumpkin
Myrtle R. Davis
Second Vice President
Councilmember, Allanta
Bill McIntosh
Third Vice President
Mayor, Moultrie
James A. Neal
Immediate Past President
Commissioner, Toccoa
James V. Burgess, Jr.
Executive Director

**BOARD OF
DIRECTORS**

Past Presidents:
Frank Sherrill, Mayor,
Social Circle • Ira
Jackson, Commissioner
of Aviation, Allanta • Bill
Reynolds, Mayor,
Bainbridge • Bob Knox,
Jr., Mayor, Thomson •
Gerald Thompson,
Mayor, Fitzgerald • John
Rousakis, Mayor,
Savannah

District Board:
Perry Lee DeLoach,
Mayor, Claxton • W. S.
"Smitty" Snell, Mayor,
Vidalia • Henry Mathis,
Commissioner, Albany •
Leroy Rogers,
Commission Chairman,
Tifton • Kay Hardage,
Mayor, Ideal • Ed Martin,
Mayor, Warner Robins •
Dave Hawthorne, Mayor
Pro Tem, Sugar Hill •
John Lawson, Mayor,
Avondale Estates •
Carolyn Long Banks,
Councilmember, Allanta •
Sandra B. Johnson,
Councilmember,
Alpharetta • Billy M.
Copeland, Mayor,
McDonough • J. Clark
Boddie, Mayor, Palmetto •
Betty Hunter,
Councilmember, Marietta •
Eddie Weaver, Alderman,
Chatsworth • Derward
Buchan, Mayor, Douglas •
John Knox, Mayor,
Waycross • Bob Hamrick,
Councilmember,
Gainesville • Barbara
Thomas, Mayor,
McCaysville • Heien G.
"Sistie" Hudson, Mayor,
Sparta • Lyn Hunt,
Councilmember, Madison •
Johnny Bradford, Mayor,
McRae • Billy Ray
Godfrey, Mayor, Cochran

Directors At-Large:
Beth Sheehan, Alderman,
Savannah • James W.
Buckley, Mayor,
Swainsboro • Maynard
Jackson, Mayor, Allanta •
Evelyn Turner, Councilor,
Columbus • Keith Dixon,
Mayor, Kingsland •
Charles DeVaney, Mayor,
Augusta • Jimmy
Rainwater, Mayor,
Valdosta

Section Presidents:
Walter S. Chew, Jr., City
Attorney, Montezuma •
Ken Hammons, City
Manager, Dublin •
Kathryn B. Martin, City
Clerk, Barnesville

GMEBS Chairman:
Jim Calvin, City Manager,
Toccoa

NOTICE

July 25, 1991

On October 1, 1991, the following construction codes will become mandatory as the Georgia State Minimum Standard Codes:

Standard Building Code	1991 Edition
Standard Gas Code	1991 Edition
Standard Mechanical Code	1991 Edition
Standard Plumbing Code	1991 Edition
✓ Georgia State Plumbing Code	1990 Edition
✓ National Electrical Code	1990 Edition
Standard Fire Prevention Code	1991 Edition
✓ Georgia State Energy Code for Buildings	1986 Edition
CABO 1- and 2-Family Dwelling Code	1989 Edition

The following optional codes will become effective for adoption and enforcement by local governments.

Standard Housing Code	1991 Edition
✓ Standard Amusement Device Code	1985 Edition
Standard Excavation and Grading Code	1975 Edition
Standard Existing Building Code	1988 Edition
Standard Swimming Pool Code	1991 Edition
Standard Unsafe Building Abatement Code	1985 Edition

If you need assistance in implementing a codes program in your area, please contact us at 404/656-5526.

ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL, GEORGIA, HEREBY ORDAINS:

That the following codes shall be included in the standard codes and enforced by the City Building Inspections Department:

- GEORGIA STATE ENERGY CODE FOR BUILDINGS - 1986 Edition
- STANDARD AMUSEMENT DEVICE CODE - 1985 Edition
- STANDARD EXISTING BUILDING CODE - 1988 Edition

This Ordinance shall become effective on this the 14th day of October, 1991.

IT IS SO ORDAINED, this 14th day of October, 1991.

ATTEST:

Judy Foster
City Clerk

George Haggard
Mayor

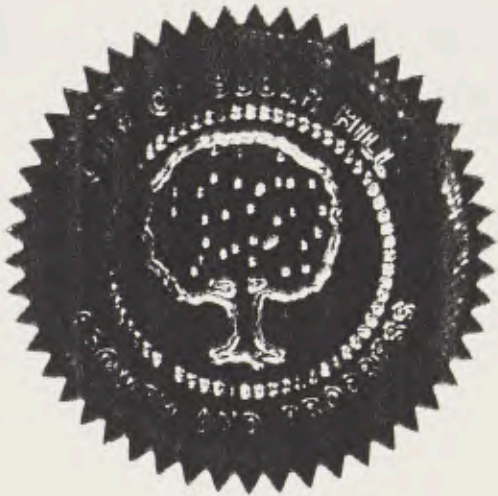
John East
Council Member

Thomas Travis Jr
Council Member

David D. Powell
Council Member

Bobbie Queen
Council Member

Reuben H. Davis
Council Member



CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



MEMORANDUM

TO: Mayor & Council
FROM: Felicia (Street and Bridge Crew)
RE: Ordering of Street Signs
DATE: 10-9-91

Felicia is requesting approval for the following signs to be ordered:

<u>QUANTITY</u>	<u>SIZE AND DESCRIPTION</u>	<u>G.C.I.</u>	<u>BOPCO</u>
4	24"X24" STOP SIGNS	17.03	28.00
4	18"X24" NO OVERSIZED TRUCKS ALLOWED	29.41	32.95
	TOTAL COST FOR ORDER	\$185.76	\$243.80

Felicia request approval for signs to be ordered from G.C.I.

790-A Highway 78
Loganville, GA 30249

PRICE QUOTATION

JOB NAME AND LOCATION

CITY of SUGAR HILL

FAT 945-0281

ATTN: DANNY HUGHES

DATE 10-10-71	QUOTATION NUMBER
PROPOSED SHIPPING DATE 5-15 days	TERMS NET 30
SALESMAN DP	METHOD OF SHIPMENT OUR TRUCK
FREIGHT ALLOWED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
25-		2 + 5/8 SAde w/ Valve (Eliminator)	\$ 17.80	each 445.00
50-		3/4 + 4" Galv. Nipple	.70	each 35.00
25-		5/8" Permit Tee	17.60	440.00
50-		5/8" Permit Coupling	5.25	262.50
30-		3/4" Mueller GAS Valve	12.30	369.00
500		3/4" IPS PE GAS pipe	.16	80.00
2,000		5/8 + 500' PE GAS pipe	.09	180.00
36-		3/4 + 5/8 GAS Meter Riser	13.45	484.20
100-		3/4" Plastic Inserts	.24	each 24.00
25-		3/4" Comp. Stop CC + Comp	10.95	each 273.75
500		3/4" CTS 250# Poly B Tubing	.29	145.00
300		1" CTS 250# Poly B Tubing	.49	147.00

TOTAL \$2,885.45

THANKS FOR CALLING US

Love Never Fails

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

QUOTATION VALID 21 DAYS

BY Don Denny

ELECTRO-GRAPHIC PRODUCTS
110 ATLANTIC BLVD
SUITE 175
NORCROSS GA. 30071

INVOICE NUMBER: 0109722-IN
INVOICE DATE: 10/03/91

(404) 441-1150

ORDER NUMBER:
ORDER DATE:
SALESPERSON: 0063
CUSTOMER NO: SU6716

SOLD TO:
SUGAR HILL CITY HALL
4988 WEST BROAD STREET
SUGAR HILL, GA 30518

SHIP TO:
SUGAR HILL CITY HALL
4988 WEST BROAD STREET
SUGAR HILL, GA 30518

CONFIRM TO:

STOWER P.O.	SHIP VIA	F.O.B	TERMS
	TECH	ATLANTA	NET 15

ITEM NO.	UNIT	ORDERED	SHIPPED	BACK ORD	PRICE	AMOUNT
7MC						669.38

MAINTENANCE AGREEMENT

RENEWAL ON MITA DC-3285 COPIER FROM 11/2/91 TO 11/2/92 OR 85,000 COPIES, WHICHEVER OCCURS FIRST.

INCLUDES PARTS AND LABOR EXCEPT DRUMS AND CONSUMABLES.

NET INVOICE:	669.38
LESS DISCOUNT:	.00
FREIGHT:	.00
SALES TAX:	.00
INVOICE TOTAL:	669.38

WORK TO BE COMPLETED THIS WINTER
OCTOBER THRU MARCH

CONTINUE BUILDING RETAINING WALLS

CONTINUE CUTTING & MAINTAINING GREENS

TRAPS NOT COVERED WILL BE RAKED & SAND PULLED UP (BI-WEEKLY)

CONTINUE PICKING UP & HAULING OFF ROCK & BRUSH

CONTINUE FILLING WASHES

CONTINUE PICKING UP & HAULING OFF OLD SILT FENCE

FENCES WILL BE BUILT & INSTALLED WHERE NEEDED

YARD MARKERS WILL BE POURED & INSTALLED

BALL WASHERS & SIGNAGE WILL BE INSTALLED

CONTINUE TO CUT & HAUL OFF DEAD TREES

CART BARN WILL BE CONSTRUCTED

** THIS IS NOT AN ALL INCLUSIVE LIST, BUT A LIST OF THE MAJOR
ITEMS THAT NEED TO BE ACCOMPLISHED.

SUGAR HILL GOLF COURSE *REQUESTING (1)*
EQUIPMENT REQUESTS

LEAF BLOWER, P.T.O. DRIVEN

ZAUN EQUIPMENT 3,444.00

TURFCARE PRODUCTS 3,100.00

STOVALL 2,450.00

SMITH TURF & IRRIG. 3,516.00

RUCKER TURF & TRACTOR 2,490.00

ENTRANCE SIGN

SUGAR HILL GOLF COURSE
A CHALLENGING MUNICIPAL COURSE
OPENING: SUMMER OF '92

SUGAR HILL SIGN CO. \$200.00

QUALITY WORK & SIGN DESIGN \$350.00

SIGNS BY IVEY \$348.00

THE SIGN SHOP \$303.00

* THESE PRICES DO NOT INCLUDE INSTALLATION

SUGAR HILL GOLF COURSE AND WASTEWATER TREATMENT FACILITY

CONCEIVED AND MADE A REALITY
THROUGH THE LEADERSHIP OF THE FOLLOWING:

GEORGE HAGGARD, MAYOR

Councilmembers

REUBEN DAVIS

ROGER EVERETT

ROBERT FOWLER

DAVID HAWTHORNE

BOBBIE QUEEN

THOMAS MORRIS

KATHY WILLIAMSON, CITY MANAGER

WILLARD BYRD, ARCHITECT

GROUND BREAKING



Granite base

Bronze plaque

PLAQUE 15" X 20"
or 18" X 24"

TO BE PLACED NEAR PUTTING GREEN
AT A SPOT OVERLOOKING THE COURSE



GRACE HARRIS PARK
NAMED IN HONOR OF
GRACE HARRIS
FOR HER TIRELESS EFFORTS
IN SPREADING BEAUTY
THROUGHOUT THE BUFORD AREA
AND BUFORD CITY PARK
1989



The image shows a dark, rectangular object, likely a book cover or a folder, positioned on a light-colored surface. A hand is visible on the left side, holding the object. The image is framed by a white border.





Figure 1: A photograph of a small, light-colored rectangular object, possibly a piece of paper or a card, placed on a dark surface. The object is centered and appears to have some faint markings or text, though they are illegible due to the low resolution and blurriness of the image. The object is surrounded by a dark, possibly black, background.



CALLED COUNCIL MEETING
WEDNESDAY, OCTOBER 30, 1991
7:30 P.M.

A G E N D A

- A) Presentation by Hensley & Schmidt
for Sewer Treatment Plant
- B) PSC Meeting
- C) Variance for Fire Protection for
New Maintenance Barn
- D) Repair of 360
- E) Ordinance to Allow for Sale of
Beer and Wine on Election Day

CALLED COUNCIL MEETING
WEDNESDAY, OCTOBER 30, 1991
7:30 P.M.

M I N U T E S

In attendance: Mayor George Haggard and Council Members David Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:30 p.m. by Mayor Haggard.

Agenda Amendment

Mayor Haggard states that he would like to amend the agenda by adding two items: 1) equipment request for the golf course; and 2) Planning & Zoning Board and Board of Appeals appointments. Council Member Morris moves to add these items to the agenda. Second to the motion by Council Member Hawthorne. Vote unanimous.

Sewer Treatment Plant

Frank Meaders, Bill Johnson and Wynne Grubbs are representing Hensley-Schmidt, Inc. Mr. Meaders begins the presentation by giving a summary of their qualifications and experiences with other sewer treatment plants. They have engineered land application systems in the City of Live Oak and in Banks and Henry Counties. Mr. Johnson reviews their plan for the project. Mr. Grubbs gives a summary of the presentation. Refer to their proposal. Discussion is held on the design modifications needed per the valued review, completed by Hayes, James & Associates, and why they are necessary. Discussion is held concerning their timetable on negotiating bids. City Manager Kathy Williamson states that she has talked to the City Attorney and it is not required that the City advertise for bids and go through the sealed bid process since these are not bond funds we are using. Hensley-Schmidt representatives states that this process should not take more than a month to complete. Council Member Hawthorne asks how much this proposal will cost the city. Hensley-Schmidt representatives states that they feel their fee proposal of \$313,000 is fairly accurate because it was determined by their previous experiences of the same type and size. Refer to cost analysis. Council Member Hawthorne asks about inspections on the project. Mr. Meaders states that they will have a construction manager, but not a full time inspector on site. They will make weekly inspections or on an as needed basis. Mayor Haggard thanks Hensley-Schmidt for their presentation.

PSC Meeting

City Manager Kathy Williamson states that the Public Service Commission is holding their annual gas safety meeting in Macon next month and she wants to send Ken Crowe and Van Samples. Mrs. Williamson states that she had budgeted for two people to attend this meeting this year. However, they are also having a Gas Section Board meeting there and since she has

**CALLED COUNCIL MEETING
WEDNESDAY, OCTOBER 30, 1991
MINUTES, CONT'D.
PAGE 2**

been appointed to this board, she has to attend as well. Council Member Queen moves to authorize the funds to send the City Manager, Ken Crowe and Van Samples to the Gas Meeting in Macon next month. Second to the motion by Council Member Morris. Vote unanimous.

Variance for Maintenance Barn

Ken Crowe states that the Gwinnett County Fire Department will not approve a permit to construct our new maintenance barn at the Hillcrest House because there is not enough water pressure on Hillcrest Road for fire protection. Council Member Hawthorne asks if this will increase our insurance on the building. City Manager Kathy Williamson states that it should not increase our insurance because the old barn doesn't have fire protection either. There will be more water pressure at the new barn than there was at the old barn. Council Member Morris asks if we have to have approval from the County to build this barn. Mr. Crowe states that this is the reason he is asking for a variance. Council Member Hawthorne moves to proceed with the barn construction. Second to the motion by Council Member Morris. Vote unanimous. Mayor Haggard asks how the city can proceed with the building when a resident could not. Mr. Crowe states that any resident can request a variance from the Gwinnett County Board of Commissioners.

Repair of 360 Trencher

City Manager Kathy Williamson reports that the 360 trencher needs repairing and it will cost approximately \$1,000 to repair it. The parts have to come from Case and this is why it is so expensive to repair. Council Member Queen moves to authorize the funds to repair the 360 trencher. Second to the motion by Council Member Morris. Vote unanimous.

Ordinance to Permit the Sale of Beer/Wine on Election Day

City Manager Kathy Williamson states that the city received complaints from the store owners who have beer and wine licenses because they lost money on election day since they were prohibited from selling beer and wine on that day. This ordinance would permit the sale of beer and wine on election day. Council Member Hawthorne moves to adopt the ordinance as written. Second to the motion by Council Member Morris. Vote unanimous.

Equipment Request for Golf Course

Wade Queen is requesting a tractor for the golf course. He states that he has looked at Kubota and John Deere tractors and he is recommending a John Deere tractor because it is cheaper and has more horsepower. Refer to bids. Council Member Hawthorne moves to purchase the John Deere tractor from Rucker Turf and Tractor of Alpharetta for \$25,636. Second to the motion by Council Member Everett. Vote unanimous.

CALLED COUNCIL MEETING
WEDNESDAY, OCTOBER 30, 1991
MINUTES, CONT'D.
PAGE 3

Appointments to Planning & Zoning Board & Appeals Board

Mayor Haggard states that Bill Parker resigned as Chairman of both the Planning & Zoning Board and Appeals Board when he qualified as candidate for Council Member. Mayor Haggard is recommending Bill Parker be reappointed to these boards since the election is over. Council Member Morris moves to reappoint Bill Parker to the Planning & Zoning Board and Appeals Board. Second to the motion by Council Member Everett. Vote unanimous.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 8:55 p.m.

Judy L. Foster

Presentation

to

City of Sugar Hill, Georgia

**Sanitary Sewage
System Additions**

Hensley-Schmidt, Inc.

ENGINEERS • PLANNERS • SURVEYORS

October 30, 1991

Selected Clients

Counties

Banks*	Gwinnett
Catoosa	Hart
Cherokee	Henry*
Cobb	Jackson
Dade	Paulding
DeKalb	Polk
Douglas	Rockdale
Forsyth	Walker
Fulton	White
Gordon	Whitfield

***Land Application System**

Summary of Qualifications

- **47 Years in Business**
- **165 Employees**
- **Area of Expertise**
 - **Water/Sewage Planning and Design**
 - **Highways and Bridges**
 - **Civil/Site Work**
 - **Industrial Parks**
 - **Dams and Hydroelectric**
 - **Surveys**
 - **Buildings**
 - **Traffic Engineering**
 - **Geotechnical**
 - **Solid Waste Management**
 - **Stormwater Management**
 - **Construction Management and Observation**

Summary of Qualifications

- **For Past 30 Years, Ranked in the Top 500 Engineering Firms in U.S. by Engineering News-Record**
- **One of the Largest Engineering Firms in Metropolitan Atlanta**
- **Geographically, Most of Our Work is in North Georgia**
- **Worked for Approximately 45 Municipal Clients in North Georgia**

Selected Clients

Cities

Acworth	Fort Oglethorpe
Atlanta	Gainesville
Austell	Hartwell
Ballground	LaFayette
Calhoun	Locust Grove
Canon	Marietta
Canton	Mountain Park
Cedartown	Porterdale
Chickamauga	Rossville
Clarkesville	Roswell
Cornelia	Smyrna
Dallas	Snellville
Ellijay	Trion
Live Oak*	Valdosta

*Land Application System

Sanitary Sewerage Qualifications

Sanitary Sewer Engineering for Cities Includes:

- **Planning Studies and Reports**
- **Wastewater Treatment Plants**
- **Sewer Lines**
- **Operational Assistance**
- **Pump Stations and Force Mains**
- **Rate Studies**
- **Bond Reports**
- **Project Financing Assistance**

Experience

- **15 Environmental Engineers**
- **285 Total Man-years of Experience**
- **19 Years Average Experience Per
Environmental Engineer**
- **8 Civil Engineers**

Sanitary Sewerage

- **More Than 2,500 Miles of Sewers
(sizes 8- to 96-inch diameter)**
- **More Than 172 mgd of
Wastewater Plant Capacity
Designed**
- **More Than 80 Plant Projects
Completed**

Partial Listing of Wastewater Treatment Plants (and Expansions)

Client	Description	Capacity (mgd)
Dallas	West Side Plant (Exp.)	0.25
Acworth	Tanyard Creek	0.4
Dallas	North Plant (Exp.)	0.5
Snellville	No Business Creek (Orig.)	0.5
Snellville	No Business Creek (Exp.)	0.5
Gwinnett County	Jack's Creek (Orig.)	0.5
Gwinnett County	Jack's Creek (Exp.)	0.5
Gwinnett County	Summit Chase	0.5
Ellijay	Coosawattee River	1.0
Blakely	Blakely	1.3
Henry County	Camp Creek	1.5
Cobb County	Northwest (Orig.)	2.0
Cobb County	Northwest (Exp.)	2.0
Cobb County	Noonday Creek	4.0
Valdosta	Withlacoochee (Orig.)	4.0
Valdosta	Withlacoochee (Exp.)	4.0
Gwinnett County	Yellow River (Orig.)	6.0
Gwinnett County	Yellow River (Exp.)	6.0
Cobb County	R. L. Sutton (Orig.)	10.0
Cobb County	R. L. Sutton (Exp.)	24.0
Chattanooga, TN	Moccasin Bend	84.0
Total Capacity		153.45

Project Team

Sugar Hill

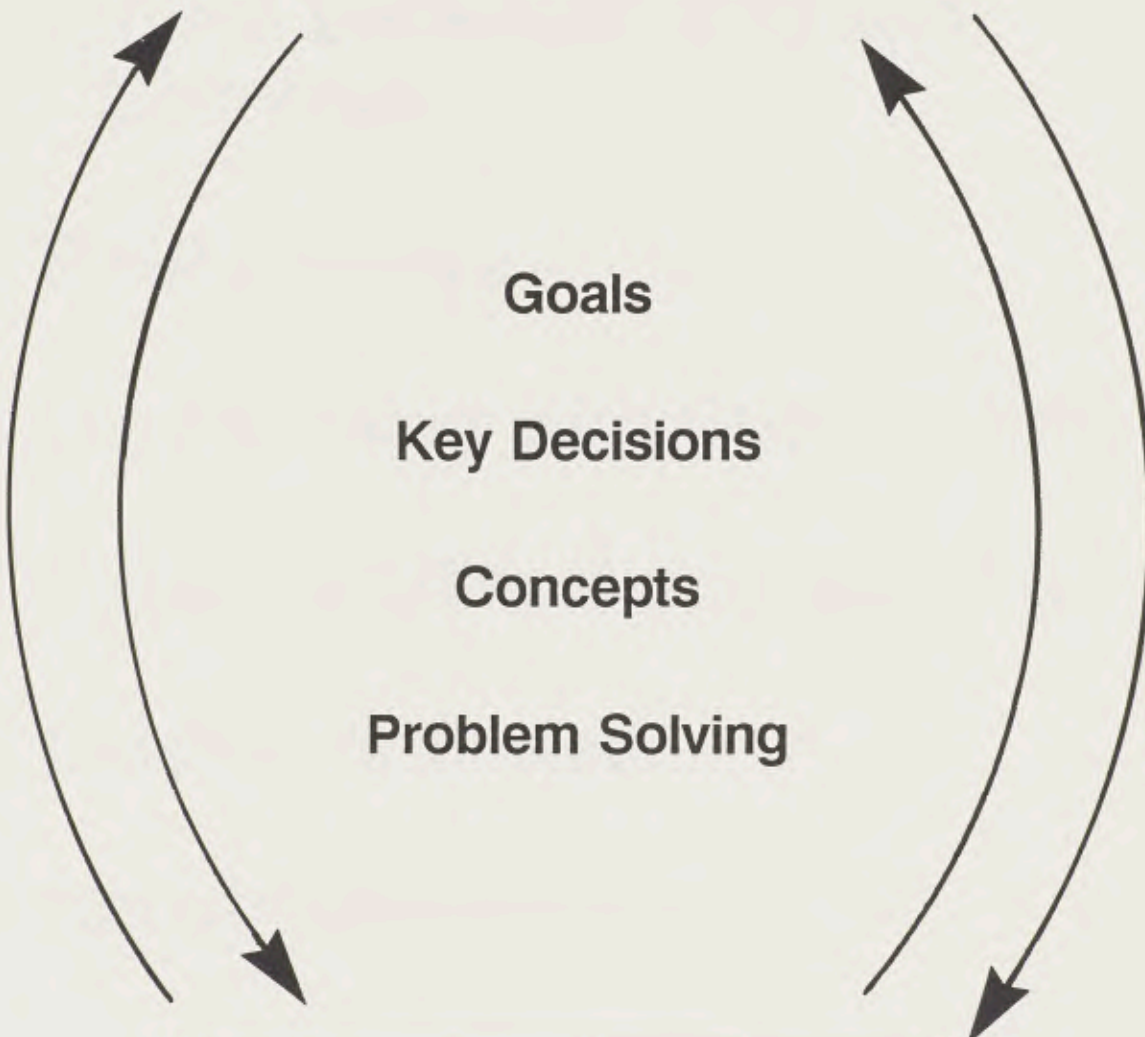
Goals

Key Decisions

Concepts

Problem Solving

Hensley-Schmidt



Approach to Your Project

- **Project Understanding and Definition**
- **Field Surveys**
- **Coordination with Georgia EPD**
- **Design Modifications (per V.E.)**
- **Bidding of Project**
- **Construction Phase**
- **Place in Service**

Service to be Provided for Sewer Line Construction

- **Incorporate Value Engineering Recommendations**
 - **Larger Pipe Sizes**
 - **Realignment at Lakes**
 - **Coordinate Sewer Alignment with Acquired Easements**
- **Perform Alignment Survey**
- **Establish Construction Benchmarks**
- **Provide Bidding Services**
- **Perform Construction Contract Administration**
- **Conduct Final Inspection and Certification**

Modifications to Existing Plant Design

- **Convert Process to Extended Aeration**
- **Replace Grit Chamber and Bar Screen with Grinder**
- **Remove Primary Clarifier**
- **Add Effluent Filtration**
- **Chemical Addition for pH Control**
- **Larger Drying Beds**
- **Control Building to be Similar to Existing Maintenance Facility at Golf Course**
- **Modify Pumping Units**
- **Entrance Drive**

Why Select Hensley-Schmidt?

- **We Understand Your Engineering Needs**
- **We Will Provide an Experienced Project Manager**
- **We Are Experienced in This Type of Construction**
- **Full In-house Capabilities to Implement Project**
- **No Subcontracts Required**
- **We Can Meet Your Project Schedule Requirements**
- **We Will Work with the City as a Team**

Assistant Vice President
Senior Environmental Engineer

Mr. Johnson is an engineer with more than 14 years experience in design and construction of civil and mechanical projects. He has management experience in the design and installation of water and sewer collection and distribution systems, wastewater and water treatment facilities, industrial wastewater treatment facilities, and other civil works.

Education

1980, ME, with thesis, Sanitary Engineering, University of Tennessee

1975, BSCE, University of Tennessee

Professional Registrations

Georgia and Tennessee

Certified Inspector for Inspecting Buildings for Asbestos-containing Materials

Professional Associations

Georgia Society of Professional Engineers

Georgia Water and Pollution Control Association

National Society of Professional Engineers

Water Pollution Control Federation

Employers

Hensley-Schmidt, Inc.

Perry Smith Company, Mechanical Engineers and Contractors

*Wastewater Experience***City of Cornelia, Georgia**

Design development report for upgrade of the City's wastewater treatment plant.

Yellow River/Sweetwater Creek Wastewater Treatment Plant

Project Manager for design of 6-mgd expansion in Gwinnett County, Georgia. This facility included nitrification, denitrification, and odor control. Effluent limits are the most stringent in the State of Georgia.

Chattahoochee River Interceptor

Project Manager for design of approximately 10 miles of 30- to 48-inch sewer pipe for Gwinnett County, Georgia, in the Chattahoochee River Basin.

South Cobb Advanced Wastewater Treatment Plant

Project Manager for upgrade and modification of sludge pelletization plant in order to meet EPA air quality standards and to increase production in Cobb County, Georgia.

City of Cedartown, Georgia

Project Engineer for construction management for upgrade of existing 1.3-mgd advanced wastewater treatment facility.

Monark Wines

Project Manager for design of effluent monitoring station in Atlanta, Georgia.

Banks County, Georgia

Project Manager for concept and design of upgrade of spray irrigation wastewater project and initial water system, including line work and tank.

Bowater Southern Paper Company

Project Manager for pilot plant design for wastewater color reduction project in Calhoun, Tennessee.

Gwinnett County, Georgia

Project Manager for Engineer/Procure/Construct (EPC) construction project of 1.0-mgd wastewater facility.

Georgia Pacific Paper Mill

Project Manager for wastewater system evaluation for facility in Woodland, Maine.

Columbus Mills

Project Manager for wastewater load and pretreatment evaluation for 1.5-mgd flow in Columbus, Georgia.

Gwinnett County, Georgia

Project Engineer for observation of 5 miles of interceptor sewer, including 8- to 72-inch diameter pipe.

Gwinnett County, Georgia

Project Engineer for observation for 6-mgd advanced wastewater treatment plant.

South Cobb Wastewater Treatment Plant Expansion

Resident Engineer in charge of treatment plant expansion in Cobb County, Georgia.

*Water and Wastewater Studies***Alcovy Basin, Gwinnett County, Georgia**

Project Manager in development of a master plan for the Alcovy Basin Wastewater Study for Gwinnett County, Georgia.

City of Cornelia, Georgia

Project Manager for the design development report for the City of Cornelia Water System Update.

Forsyth County, Georgia

Development of the initial water system plan.

*Water Experience***Lake Lanier Islands**

Project Manager for design and construction of two waterslides and kiddie area.

City of Cornelia, Georgia

Project Manager for design of a high-rate filtration upgrade.

City of Hartwell, Georgia

Project Manager for all preliminary and detailed design for upgrading the existing water system, including 750,000-gallon water tank and 5 miles of water main.

Forsyth County, Georgia

Project Engineer for complete design of Phase II Water System, including water tank and 5 miles of water main.

Cobb County-Marietta Water Authority

Project Engineer for start up of 12-mgd expansion to existing 12-mgd water treatment plant in Cobb County, Georgia.

Chattahoochee River Water Treatment Plant

In charge of field observation during construction of a filter basin on the pilot study for rapid rate filtration in Cobb County, Georgia.



W. Wynne Grubbs, Jr., PE

Vice President
Environmental Department Manager

Mr. Grubbs has more than 18 years engineering experience in wastewater treatment and collection, solid waste disposal, and water treatment and distribution systems. His areas of expertise have included feasibility studies and reports; government funding; civil, sanitary, structural, mechanical, and hydraulic design; preparation of contract drawings and specifications; shop drawing review; construction management; construction phase services; and technical design staff supervision.

Education

1972, BSCE, Auburn University

Professional Registrations

Alabama, Florida, Georgia

Professional Associations

American Academy of Environmental Engineers
American Society of Civil Engineers
American Water Works Association
Georgia Water and Pollution Control Association
Water Pollution Control Federation

Awards

Georgia Water and Pollution Control Association Select
Society of Sanitary Sludge Shovelers
Water Pollution Control Federation - Arthur Sidney Bedell

Employers

Hensley-Schmidt, Inc.
McWhorter and Associates
Weideman and Singleton Engineers

Water and Wastewater Studies

City of Live Oak, Florida

Project Manager of sanitary sewer evaluation study to identify areas in the existing system susceptible to overloads with development and expansion of system. Included recommendation and cost estimates for upgrade.

City of Calhoun, Georgia

Project Manager of 201 Facilities Plan Update. Plant capacity was increased to 8.5 mgd.

Coweta County, Georgia

Participated in a study for documentation of growth and water needs projection at Cedar Creek Water Plant.

Coweta County, Georgia

Project Manager for water system design development report.

Cobb County-Marietta Water Authority

Project Manager for engineering study performed for expansion and upgrade of James E. Quarles Water Treatment Plant.

*Wastewater Treatment Plant Experience***Live Oak Wastewater Treatment Plant**

Project Manager for 1.25-mgd upgrade with capacity expansion including 250-acre treated effluent spray irrigation system. Trickling filter was upgraded by increasing the trickling filter depth utilizing plastic media.

Northwest Advanced Wastewater Treatment Facility

Project Manager for this 2-mgd plant in Cobb County, Georgia, which utilizes an activated sludge process with phosphorus removal and tertiary effluent filtration and includes interceptor sewers, raw sewage and effluent pumping, and subaqueous diffusion of treated effluent into a receiving stream.

Calhoun Wastewater Treatment Plant

Project Manager for 4-mgd expansion of a plant which utilizes an activated sludge treatment process. The expansion included sludge dewatering facilities, influent screw lift pumps, aerated grit chamber, bar screens, secondary lift pumps, carousel aeration system, chemical feed facilities, secondary clarifiers, sludge digesters, and chlorine contact chambers. Significant plant considerations include influent BOD range of 400-500 mg/l; 80% of flow is carpet waste; and influent temperature of waste is 160-180°F which is high for such a facility.

Withlacoochee Advanced Wastewater Treatment Facility

Project Manager for rehabilitation of 4-mgd raw sewage pump station and wastewater plant headworks including bar screen and aerated grit chamber, primary and secondary clarification, roughing towers, nitrification, aeration/nitrification basins, effluent filtration, and dechlorination and solids dewatering. This facility requires seasonal discharge permit for significantly more stringent discharge requirements during warm seasons.

Houston, Texas

Structural design of a 50-mgd municipal wastewater treatment facility.

Snapfinger Advanced Wastewater Treatment Facility

Structural and mechanical engineering design of chlorine storage facilities at this 40-mgd plant in Gwinnett County, Georgia.

*CDBG Experience***Community Development Block Grant Programs**

Project Manager for four community development projects for the City of Live Oak, Florida (FY 1984, 1985, 1986, and 1987). All projects involved City street and utility improvements including water lines with connections to individual residences, sewer collection lines and sanitary pumping facilities, natural gas distribution facilities, storm drainage improvements including curb and gutter construction, and retention pond design. Construction cost of these projects ranged from \$480,000 to \$630,000. Engineering services provided included conceptual design and cost estimating, field survey and design, preparation of plans and contract documents, project advertising and bidding, construction administration and resident observation, and project close-out and final certification.

Mr. Meaders has more than 24 years experience in design surveying and construction management. His responsibility included the coordination of observation services and construction phase services for water and sewer treatment, site development, and coordination of surveying services projects. As Vice President and Marketing Representative, responsibilities include developing, coordinating, and maintaining business development with new and existing clients.

Education

1975, ACET, Southern Technical Institute

Professional Registrations

Registered Land Surveyor - Georgia

Employers

Hensley-Schmidt, Inc.

*Experience***Yellow River/Sweetwater Creek Advanced Wastewater Treatment Facility**

Responsible for coordination of observation and construction phase services for 8-mgd facility for Gwinnett County, Georgia.

Bear Creek Water Treatment Plant

Responsible for coordination of observation and construction phase services for 4-mgd plant and raw water intake in Douglas County, Georgia.

South Cobb Wastewater Treatment Plant

Responsible for coordination of observation and construction phase services for 24-mgd plant for Cobb County, Georgia.

Cobb County-Marietta Water Authority

Responsible for coordination of observation and construction phase services for solids handling facilities in Cobb County, Georgia.

**Fulton and Cobb Counties,
Georgia**

Responsible for coordination of observation and construction phase services for Morgan Falls Lift Station and Chattahoochee River Crossing.

Responsible for coordination of observation and construction phase services for three lift stations in Cobb County, Georgia.

Responsible for coordination of observation and construction phase services for a number of sanitary sewer line projects for Cobb County, Georgia.

Also assisted in surveying and designing of sanitary sewer system.



Engineering-procurement-construction (EPC) was performed to expedite completion of this project.

Client

Gwinnett County

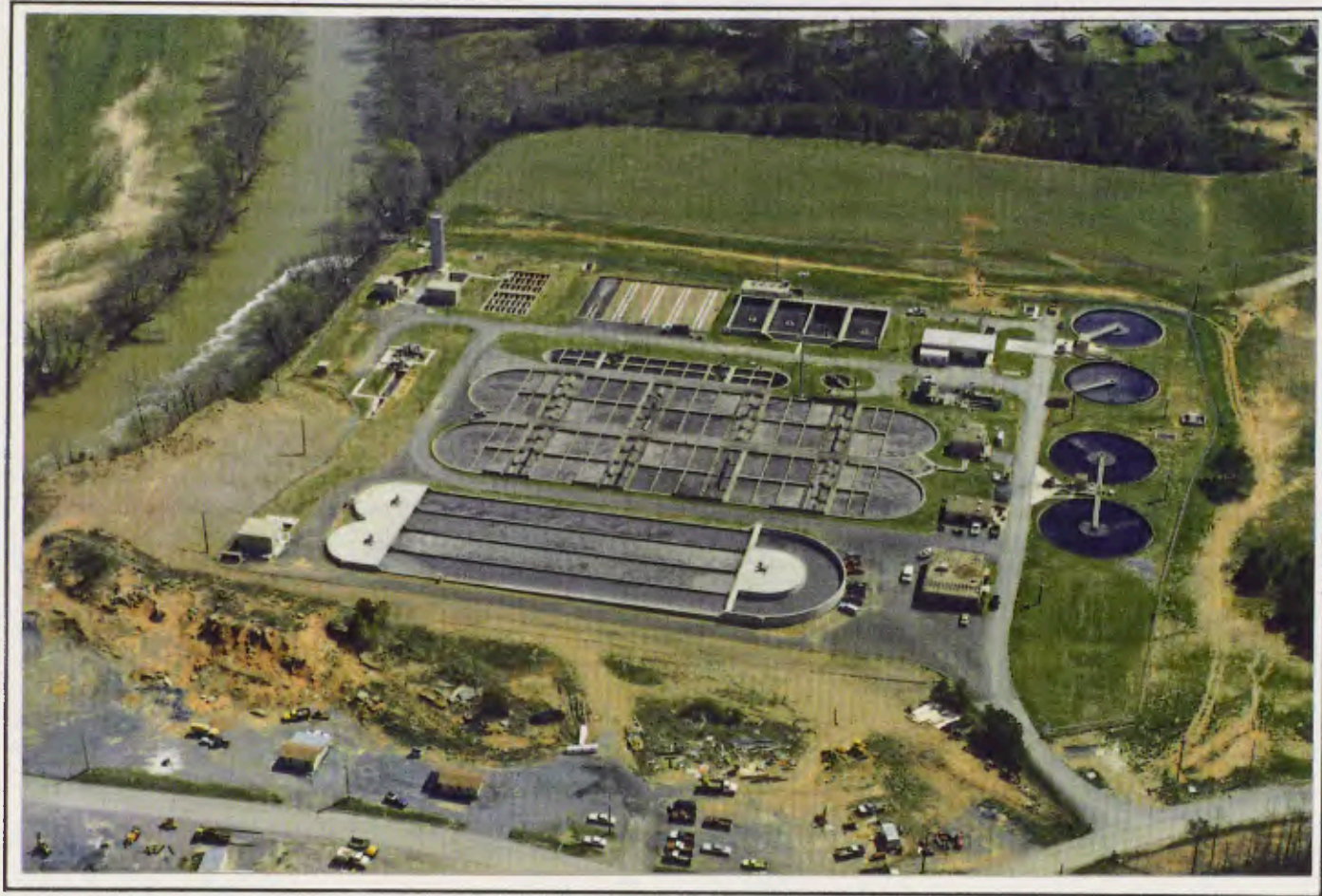
Scope of Services

Preliminary Conceptual Report
Field Surveys
Geophysical Exploration and Tests
Final Design, Construction Plans and Specifications
Equipment Procurement
Construction Phase Services
Resident Observation

This project involved the design and construction of a 0.5-mgd advanced wastewater treatment plant. The construction cost for this project is estimated at \$1,000,000.

Major equipment items were bid as design was completed in order to cut down delivery time. Construction contracts were let for major work activities such as site grading and building erection; and electrical, pipe, and equipment installation.

Hensley-Schmidt provided complete coordination of procurement and construction for this project.

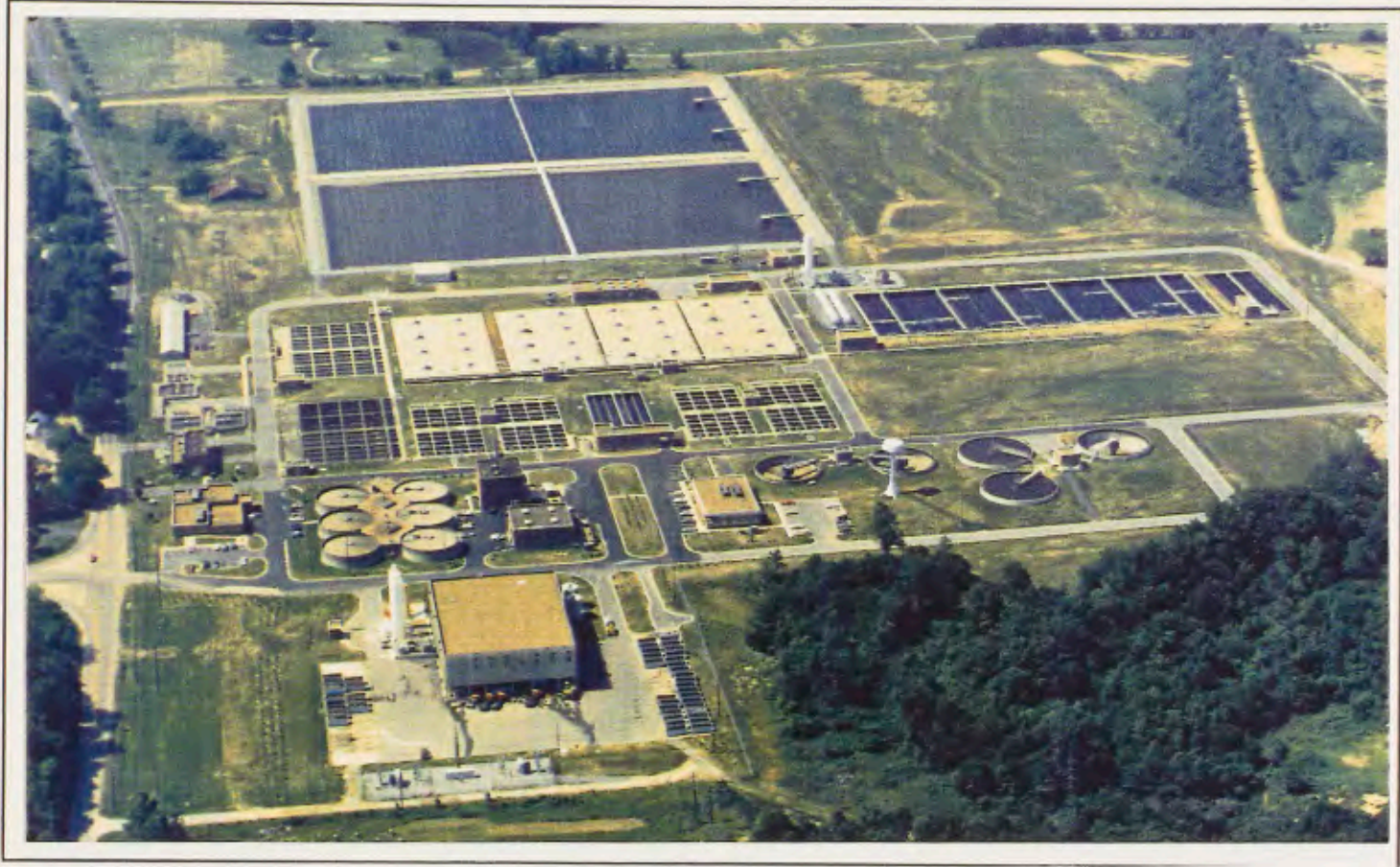


Client
City of Calhoun

Scope of Services
Preliminary Engineering Report
Field Surveys
Final Design
Plans and Specifications
Construction Administration
Resident Observation

The Calhoun Wastewater Treatment Plant Upgrade and Expansion included the rehabilitation and replacement of the existing bar screen facility to improve plant hydraulics and replace deteriorated equipment. This 4 mgd expansion, utilizing the carousel activated sludge process included the addition of another secondary clarifier and mechanical (belt-press) sludge dewatering equipment.

The influent BOD range is 400 to 500 mg/l and 80% of flow is carpet waste: Influent temperature of waste is 160-180°F as it enters the plant. Open screw lift pumps were utilized for wastewater pumping at this facility and provisions were made for expansion in the future as the system develops.



This \$85,000,000 expansion to 86 mgd is one of the largest treatment facilities in the Southeast.

Client
City of Chattanooga

Scope of Services
Preliminary Engineering Report
Field Surveys
Final Design
Plans and Specifications
Construction Administration
Resident Observation
Fee \$3,200,000

Moccasin Bend Wastewater Treatment Plant was expanded to a treatment capacity of 86 mgd from 42 mgd. This expansion involved rehabilitation of existing primary treatment units and adding secondary treatment facilities to the existing facility. Four separate construction contracts were awarded for this project.

Secondary treatment facilities utilize a high-purity oxygen-activated sludge system. High-purity oxygen, instead of air, is used to sustain biological treatment. The sludge dewatering system can handle in excess of 150 tons per day. A computerized control center monitors all processes at the plant.

Included in the expansion of treatment facilities is the use of unusual aerated equalization basins. Each basin may be operated independently from the others, concurrently, or can be bypassed entirely.



Included in this project was the upgrade and expansion of an existing 0.5-mgd activated sludge wastewater plant to a 1-mgd advanced wastewater treatment facility.

Client
Gwinnett County

Scope of Services
Preliminary Conceptual Report
Field Surveys
Geophysical Exploration and Tests
Final Design
Plans and Specifications
Construction Phase Services
Resident Observation

Single-stage nitrification was selected as the biological process. Low-lime treatment in the primary clarifiers for phosphorous removal was selected for the physical/chemical treatment process. Effluent filtration and chlorination complete the treatment process which discharges plant effluent of greater quality than the receiving stream. A modern, central testing lab was included at this facility for stream sampling, industrial monitoring, National Pollutant Discharge Elimination System testing, and plant process control.

These improvements and plant expansion were performed while maintaining plant operations and effluent standards.



Expansion of plant from 0.5 to 1.0 mgd.

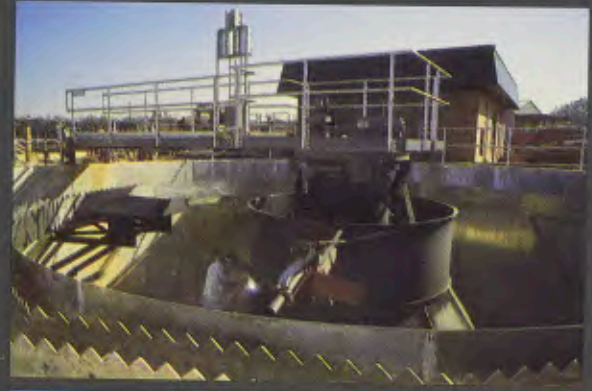
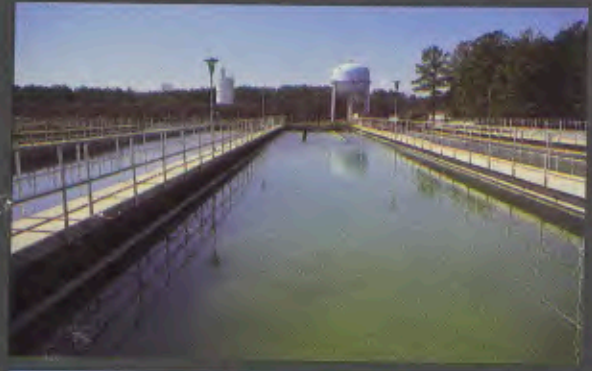
Client
City of Dallas

Scope of Services
Preliminary Engineering Report
Field Surveys
Plans and Specifications
Construction Administration
Resident Observation

The plant required addition of raw sewage grinding and pumping facilities, aeration equipment, one digester, an expansion to the chlorine contact chamber, and improvements to the plant chemical feed systems.

Hensley-Schmidt was able to modify the treatment process and increase the utilization efficiency of the existing process units, thus minimizing the amount of new concrete construction required. This produced significant savings to the Client for this expansion.

Hensley-Schmidt, Inc.
Engineers and Surveyors



NOV.

DEC.



Hensley-Schmidt helps communities of all sizes provide municipal services.

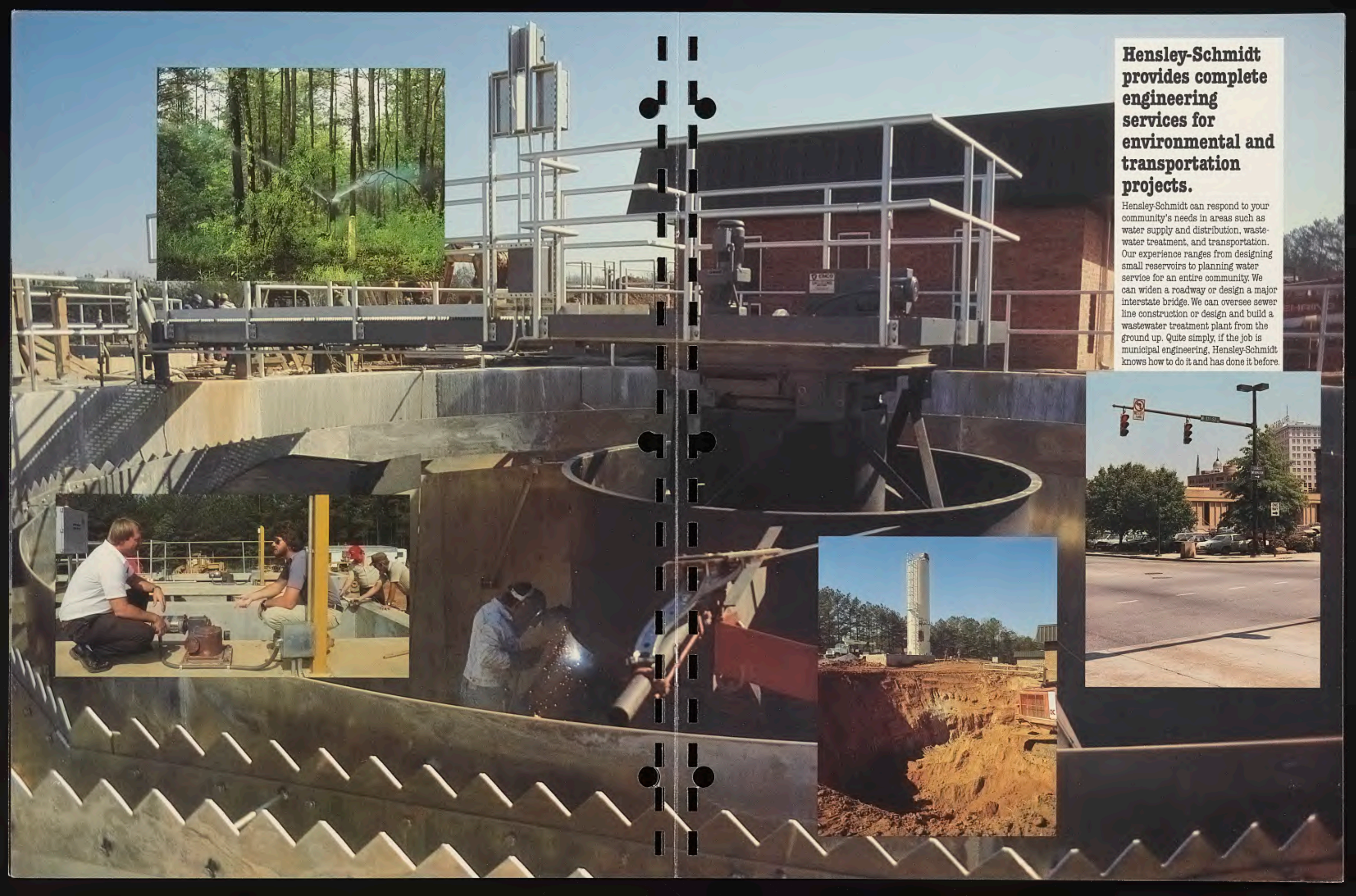
The municipal services that citizens need and expect begin with solid engineering – the kind Hensley-Schmidt has been providing for more than forty years. Our civil and environmental engineers work at every level of community government, providing a wide variety of engineering and planning services. Whether improving storm drainage, designing a new water tank, or planning an airport, Hensley-Schmidt applies proven engineering techniques to the problem and follows through with responsiveness to the specific needs of the community, be it a town of three thousand or a city of two million.





**Hensley-Schmidt
provides complete
engineering
services for
environmental and
transportation
projects.**

Hensley-Schmidt can respond to your community's needs in areas such as water supply and distribution, wastewater treatment, and transportation. Our experience ranges from designing small reservoirs to planning water service for an entire community. We can widen a roadway or design a major interstate bridge. We can oversee sewer line construction or design and build a wastewater treatment plant from the ground up. Quite simply, if the job is municipal engineering, Hensley-Schmidt knows how to do it and has done it before.







We'd like to work with your community.

Over the course of many years, Hensley-Schmidt has established a tradition of serving local and county governments throughout the South. We're proud of the long-standing relationships we have developed with many of our clients, and we think this heritage is the result of two things – a willingness to listen to our clients' needs and the ability to meet those needs with effective engineering solutions. We'd like to put our tradition to work for your community.





Hensley-Schmidt's surveying,
planning, design and construction
services for municipal and county
engineering include:

Water Supply & Distribution
Storm Drainage
Reservoirs
Wastewater Treatment & Collection
Spray Irrigation Design
Groundwater Monitoring
Sanitary Landfills
Highways & Streets
 Intersection Improvements
 Roadway Widening
Transportation Planning
 Right of Way & Easement
 Acquisition
Traffic Engineering
Bridges
Airports
Industrial Parks
Recreational Facilities

Hensley-Schmidt, Inc.
120 Interstate North Parkway
Suite 450
Building 400
Atlanta, Georgia 30339
(404) 952-8861

216 W. 8th Street
Suite 400
Chattanooga, Tennessee 35402
(615) 756-7193

Raleigh, North Carolina
(919) 828-9932

Orlando, Florida
(305) 855-4348

Gwinnett County, Georgia
(404) 497-1121

Jonesboro, Georgia
(404) 473-1458

HS



NOV.

DEC.

SUGAR HILL'S TREATMENT PLANT

COST ANALYSIS

OCTOBER 1991

	KECK & WOOD *	HAYES & JAMES	HENSLEY & SCHMIDT	MECA'S PORTION
=====				
500,000gpd Treatment Plant	\$ 810,000	\$1,025,000	\$1,500,000	
Richland and Level Creek Interceptors	1,020,000	1,343,900	1,800,000	
Engineering	557,000**	429,050	313,000	
 TOTAL	 \$2,387,000	 \$2,797,850	 \$3,613,000	 \$3,596,000
		Variance	\$815,050	

NOTE

* KECK AND WOOD FIGURES TAKEN FROM THEIR DESIGN AND CONSTRUCTION REPORT COST ESTIMATE DATED 6-11-90.

**KECK AND WOOD ENGINEERING COSTS WERE NOT BROKEN DOWN BETWEEN THE GOLF COURSE AND SEWER PLANT

RUCKER

TURF & TRACTOR OF ALPHARETTA

October 14, 1991

Sugar Hill Golf Course
6094 Suwanee Dam Road
Sugar Hill, GA 30518

RICE QUOTATION

- | | | |
|---|--|-----------------|
| 1 | 2155 - 4WD TURF TRACTOR, 45 ^{8x0} HP, COMPLETE
WITH ROPS, P.T.O. | \$16,543.00 |
| 1 | 10# BACKHOE TO ACCOMODATE 2155 TRACTOR, 120" digger depth
10 FOOT DIG DEPTH, QUIK-TATCH MOUNTING,
TWO LEVER CONTROL, 12 INCH BUCKET, OPERATOR
SEAT, HYDRAULIC STABILIZERS | 6,311.00 |
| 1 | 175 LOADER TO ACCOMODATE 2155 TRACTOR
WITH 61 INCH BUCKET, 120 INCH LIFT HEIGHT,
2698 POUND BREAKOUT, 38 INCH REACH | 2,782.00 |
| | | <hr/> 25,636.00 |



Nothing Runs Like a Deere®

793 North Main Street • Alpharetta, Georgia 30201 • 404-664-4433

Gene & Matt Ford Tractor Sales Inc.

Highway 29
P.O. Box 220

Telephone 867-3179
Home 534-3822

WINDER, GEORGIA 30680

To: Mr. Wade Queen
City of Sugar Hill Golf Course

1 4850 Kubota Tractor Four Wheel Drive Hydraulic Shuttle Turf Tires	\$17,150.00
--	-------------

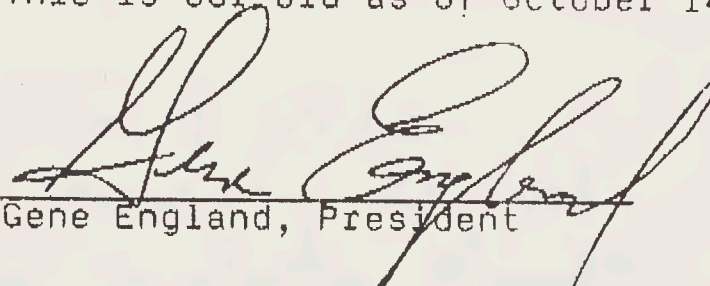
1 LA950 Loader	\$3,990.00
----------------	------------

1 BL4590 Kubota Backhoe	\$4,550.00
-------------------------	------------

90.2" digging depth

\$25,690.00

This is our bid as of October 14, 1991.


Gene England, President



Proposal

Page No. _____ of _____ Pages

GLEESON TRACTOR CO., INC.

3520 Spot Road
 CUMMING, GEORGIA 30130
 (404) 887-3471 (404) 688-2257 ATLANTA

PROPOSAL SUBMITTED TO <i>Sugar Hill Golf Course</i>	PHONE <i>271-6519</i>	DATE <i>10/9/91</i>
STREET <i>6094 Suwanee Dam Rd.</i>	JOB NAME <i>L4350 MDT, Loader & Backhoe</i>	
CITY, STATE AND ZIP CODE <i>Sugar Hill, Ga 30518</i>	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

- (1) Kubota L4350 MDT Tractor \$ 15,360.00
 47.5 Gross Eng. HP.
 With Twy tires Front 29x12.5-15
 Rear 21x52-16.1R3
- (2) Front Loader \$ 3648.00
 Model LA950
 Material Bucket LA1770 (70")
- (3) Back Hoe 7,782
 135.5" diggin depth
 Model L4540A
 Including Bucket, Mounting Kit
 Total \$ 26,790.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars (\$ _____).

material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

George W. Gleason

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

NOV.

DEC.

MAYOR & COUNCIL MEETING
MONDAY, NOVEMBER 11, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.
Introduction of NGHS Students.
Introduction of Boy Scouts.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) Monument at Golf Course

New Business

- A) Rezoning Request - Betty Pass - Hillcrest Drive
- B) 1992 Budget Proposal

City Manager's Report

- A) Request for Supplies in Utility Department

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, NOVEMBER 11, 1991
7:30 P.M.

M I N U T E S

Notice posted at City Hall on Friday, November 8, 1991 at 12:00 noon.

In attendance: Mayor George Haggard, and Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:35 p.m. by Mayor Haggard.

Mayor Haggard calls for a moment of silence followed by the pledge to the flag led by Denise Martin.

Minutes

Council Member Hawthorne moves to approve the minutes from last month's Council Meetings. Second to the motion by Council Member Morris.
Vote unanimous.

Introduction of NGHS Students

Mayor Haggard states that the students from North Gwinnett High School have been at City Hall all day today for Government Day and are acting as city officials. The students are as follows: Helen Knapp-Mayor George Haggard, Denise Martin-Mayor Pro-tem David Hawthorne, Paula Jackson-Council Member Thomas Morris, Eric Blachly-Council Member Bobbie Queen, Kristi Warren-Council Member Roger Everett, Brian Tuck-Council Member Reuben Davis, Kirsten Lever-City Manager Kathy Williamson, Dacia Davis-City Clerk Judy Foster, Emily Howington-Director of Finance Sandra Richards, Scott Vanags-Building Inspector Steve Kennedy, Carlton Alford-Planning & Zoning Director Ken Crowe, and Kelly Westbrook-Meter Reading Supervisor Donna Zinskie. Some of the students share their experiences of their day at City Hall.

Introduction of Boy Scouts

Mayor Haggard recognizes Boy Scout Pack 13 from the Sugar Hill United Methodist Church and their leaders Ronnie Puckett and Brian Smith as being in attendance as well.

Planning & Zoning Board

Dacia Davis reads the minutes from last month's Planning & Zoning Board Meeting.

Appeals Board

There was no Appeals Board Meeting held last month.

Recreation Board

Eric Blachly reports that the bathrooms at the park have been winterized and a portable potty has been placed at the park for the winter. Construction on the scorekeepers box is continuing and the winter softball leagues have begun.

Budget & Finance

Council Member Hawthorne gives a report of the city's financial position after 10 months of operations in this fiscal year. The city has an overall favorable balance of \$440,948 after all adjustments. Refer to financial report.

Monument at Golf Course

Kirsten Lever states that bids were obtained for the monument at the golf course as requested by the Mayor and Council. Refer to memo for bids. Ms. Lever recommends accepting the low bid from Braselton Marble and Granite for \$1,250. Council Member Davis moves to authorize the funds for the monument at the golf course and to accept the low bid from Braselton Marble and Granite. Second to the motion by Council Member Morris. Vote unanimous.

Rezoning Request - Betty Pass - Hillcrest Drive

Mayor Haggard states that the rezoning request from Betty Pass on Hillcrest Drive has been withdrawn.

1992 Budget Proposal

Director of Finance Sandra Richards submits the first draft of the 1992 Budget Proposal to the Mayor and Council for their review. Mrs. Richards states that she would like to have salary increases voted on tonight so this will be definite and she can proceed with the budget. She has utilized a 5% maximum increase for everyone as a guideline. Council Member Hawthorne moves to authorize a 2% maximum increase per employee because of the difficult financial times we are experiencing. Motion dies for lack of second. Council Member Morris asks what the cost of living increase is at this time. City Manager Kathy Williamson states that it is 3.5%. Mayor Haggard states that we have some good employees and they should be paid accordingly. He recommends giving at least a cost of living increase. Council Member Davis moves to give a 4% maximum increase per employee for 1992. Second to the motion by Council Member Morris. Mrs. Williamson asks if this is an across the board increase. Mr. Davis states no, it is on a merit basis and 4% is the maximum increase any one employee could receive. Vote 4 for, 1 opposed - Council Member Hawthorne. Motion carried 4 to 1.

Mrs. Richards refers to the variance page of the budget and states that there is a positive variance of \$237,000 for reserve for contingencies. This figure has not been plugged into the budget because these funds will have to be utilized for our share of the engineering corrections to be made at the Buford Southside plant. Mrs. Richards welcomes any questions or suggestions on the budget proposal.

Agenda Amendment

Mayor Haggard amends the agenda to include carpeting for City Hall and a request for a new copier drum.

Carpeting for City Hall

Emily Howington states that bids have been obtained for new carpet for City Hall. Refer to memo for bids. The low bid is from R&S Floor Fashions and Designs and includes the two offices downstairs, the City Manager's office, the City Clerk's office, the hallway upstairs and the stairway. There is a separate bid to carpet the Council Chambers and platform. Ms. Howington is recommending accepting the low bid of \$4,815.31 for carpeting the entire City Hall. Director of Finance Sandra Richards states that \$7,000 was budgeted in the Capital Improvements Budget this year for carpeting. Council Member Queen moves to authorize the funds to carpet the entire City Hall and to accept the low bid from R&S Floor Fashions and Designs. Second to the motion by Council Member Morris. Vote unanimous.

Request for Copier Drum

Emily Howington states that a new copy drum needs to be installed in the Mita Copier and the cost for a new drum is \$460. Refer to memo. Electro Graphics will have to replace the drum or else the maintenance agreement on the copier will be void. Council Member Hawthorne moves to authorize the funds to have the copy drum replaced in the Mita Copier. Second to the motion by Council Member Morris. Vote unanimous.

Request for Supplies in the Utility Department

Carlton Alford states that the Utility Department is in need of some supplies for general use, totaling \$5,028.75. Council Member Hawthorne moves to authorize the funds for these supplies. Second to the motion by Council Member Morris. Vote unanimous.

Request to Upgrade Regulator Station

Planning & Zoning Director Ken Crowe states that the regulator station located at Level Creek Road and West Price Road needs to be upgraded to allow more gas to flow through it. Mr. Crowe states that a bid has been obtained from Gunter Construction with two options to upgrade. Our gas consultant recommends option two which would provide the capacity and pressure control required at this time and it can be expanded in the future. The cost of this option is \$4,263. Refer to documentation. Council Member Hawthorne asks if any other bids have been obtained. City Manager Kathy Williamson states no, we obtained a bid from them because they are already on site moving the high pressure gas line on North Price Road and there are not many companies out there who meet the PSC requirements for DOT. Council Member Hawthorne moves to authorize the funds for this regulator station upgrade. Second to the motion by Council Member Queen. Vote unanimous.

Golf Course Construction Update

Acting Director of Golf Wade Queen states that they are finishing up with the paving of the back nine cart paths. Mr. Queen invites residents out to take a tour of the golf course.

Council Reports

Council Member Queen commends Council Member Hawthorne on his efforts in working with the county to get their support for road improvements for the city.

Appointments to the Planning & Zoning Board & Appeals Board

Mayor Haggard recommends Melinda Petruzzi be appointed to fill Jeanne Brack's position on the Planning & Zoning Board since she has resigned and to appoint Bob Karsten to fill Melinda Petruzzi's position on the Appeals Board. Council Member Hawthorne moves to accept the Mayor's recommendation. Second to the motion by Council Member Everett.
Vote unanimous.

Citizen's Comments

A resident complains that there was no flag flying on election day and she had trouble finding where to go vote. City Manager Kathy Williamson states that a flag will be flying on election day in the future.

Jonathon Wright thanks the Mayor and Council for showing their support for the Atlanta Braves by hanging a tomahawk from the water tank.

Mayor Haggard commends the election workers for a job well done in the past two elections.

Council Member Morris thanks the NGHS students and the Boy Scouts in attendance.

A resident states that she is pleased the rezoning request on the agenda was withdrawn because of the adverse effect it would have placed on the Sugar Hill Elementary School if it was approved. She states that the school already houses 985 students and was built to occupy only 690 students. She asks the Mayor and Council to keep the overpopulated school system in mind when voting on such matters that would effect the school system.

Recess

Council Member Hawthorne moves to recess the Council Meeting in order to hold an Executive Session with the City Attorney and to hold a Personnel Meeting after the Executive Session. Second to the motion by Council Member Everett. Vote unanimous.

Meeting recessed at 8:22 p.m.

Meeting reconvened at 10:10 p.m.

Paving at Golf Course

Acting Director of Golf Wade Queen notifies the Council that the funds for the cart paths and paving and parking have now been lumped together in one fund. There is no complaint from the Council on this matter.

MAYOR & COUNCIL MEETING
MONDAY, NOVEMBER 11, 1991
MINUTES, CONT'D.
PAGE 5

Adjournment

There being no further business to conduct, Council Member Hawthorne moves to adjourn the Council Meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting adjourned at 10:15 p.m.

Judy L. Foster

Mayor (George Haggard) Helen Knapp
Mayor Pro Tem (Dowd Hawthorne) Klenise Martin
Council Thomas Morris Paula Jackson
Council Bobbie Queen ERIC BLACHLY
Council Roger Everett Kristi Warren
Council Rubin Davis Brian Tuck
City Manager Kathy Williams Kirsten Lever
City Clerk Judy Foster Dacia Davis
Director of Finance Sandra Richard Emily Houghton
Chief Building Inspector Steve Kenney Scott Vanags
Planning & Zoning Director Ken Crave Carlton Alford
Meter Reading Supervisor Donna Zinskie Kelly
Westbrook

10 MONTHS FY 1991

INITIALS	DATE
PREPARED BY	
APPROVED BY	

FUND	MONTH REVENUE	Y.T.D. REVENUE	MONTH EXPENSE	Y.T.D. EXPENSE	Y.T.D. VARIANCE
General	\$ 176,324	\$ 638,215	\$ 60,470	\$ 522,670	\$ 115,545
Sanitation	27,798	186,455	21,435	194,187	< 7,732 >
Gas	56,818	1,254,143	44,554	787,285	466,858
Water	48,807	498,249	51,359	488,894	9,355
St. + Bridge	68,723	77,214	8,509	110,926	< 33,712 >
Sewer	28,781	225,944	13,517	215,302	19,642
TOTAL ABOVE	402,251	2,880,220	199,844	2,319,264	560,956
Golf Course	- 0 -	- 0 -	27,556	205,168	< 205,168 >
Sub Total	402,251	2,880,220	227,400	2,524,432	355,788
other revenue/ sewer tap fees	80,956	585,160			585,160
other expenses/ 1989 Bond (prin. + int.)			50,000	500,000	< 500,000 >
GRAND TOTAL	\$ 483,207	\$ 3,465,380	\$ 277,400	\$ 3,024,432	\$ 440,948

11/10/91

TO: Kathy Williamson
FROM: Beth Walker
RE: Estimates for Monument at Golf Course
DATE: November 4, 1991

GRANITE MONUMENT WITH BRONZE PLAQUE
(see attached for description)

<u>COMPANY</u>	<u>PHONE #</u>	<u>ESTIMATE</u>
Spence Monument Company	972-6240	\$1750.00
Roberts-Sheilds Memorial Co.	885-1188	\$1740.00
Braselton Marble & Granite Kyle Bryant, contact person	654-3358	\$1250.00

Prices listed above include foundation and installation.

SUGAR HILL GOLF COURSE ²⁸ AND WASTEWATER TREATMENT FACILITY ²⁹

CONCEIVED AND MADE A REALITY ²⁹
THROUGH THE LEADERSHIP OF THE FOLLOWING: ⁴⁰

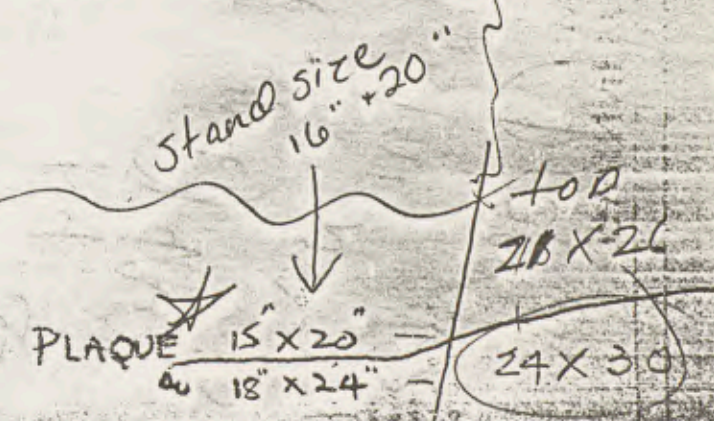
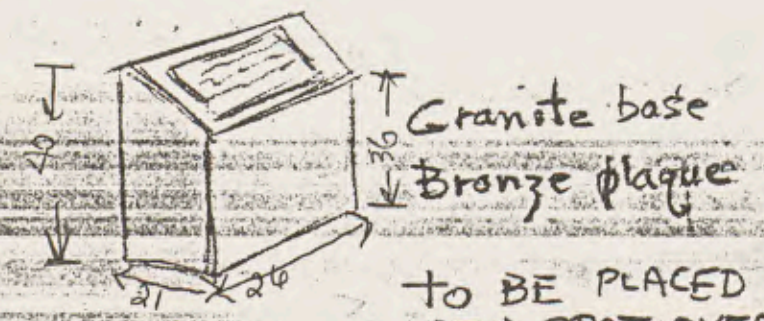
GEORGE HAGGARD, MAYOR
Councilmembers

REUBEN DAVIS
ROGER EVERETT
ROBERT FOWLER

DAVID HAWTHORNE
BOBBIE QUEEN
THOMAS MORRIS. SR

KATHY WILLIAMSON, CITY MANAGER
WILLARD BYRD, ARCHITECT

GROUND BREAKING 6-18-90



TO BE PLACED NEAR PUTTING GREEN
AT A SPOT OVERLOOKING THE COURSE

11-11-91

City of Sugar Hill

Re: Rezoning of Property to MH

As of date, I am putting
on hold my current request
to rezone my property to MH.

Betty Pass
BETTY PASS
1448 Hillcrest Dr.
Sugar Hill, GA. 30518
945-5270

After discussing this with Cindy
Pass, the family has chosen to drop
this rezoning for 12 months.

Jan Crowe Cindy Pass
11-11-91
Betty Walker
11-11-91

CITY OF SUGAR HILL
REZONING APPLICATION
FEE \$50.00

DATE OF APPLICATION 10-3-91
PROPERTY OWNER'S NAME Betty P. Pass 945-5270
PROPERTY OWNER'S ADDRESS 1448 Hillcrest Dr.
Sugar Hill, GA. 30518
MAP REFERENCE # 7-305-008

ATTACH LEGAL DESCRIPTION AND PLAT OF PROPERTY

See Attached copy of Deed
See Attached copy of Plat

DESCRIPTION OF PROPOSED USE:

Mobile Home Subdivision

TIMETABLE FOR DEVELOPMENT:

Approx. 3-5 years

EXISTING ZONING R-100 PROPOSED ZONING MH-II
(Mobile Home Sub.)

FOR ADMINISTRATIVE USE ONLY

DATE APPLICATION RECEIVED 10/4/91
RECEIVED BY J. Foster
FEE PAID 10/4/91 \$150.00 CHECK # 3310
SIGN ERECTED OF PROPERTY: YES NO

RECOMMENDATION FORM

FROM: Kathy Williamson

TITLE: City Manager

DATE: October 16, 1991

IN REFERENCE TO: Rezoning Request from Betty Pass

COMMENTS: The city does not have water pressure or sewer capacity available to accomodate a project of this size at this time. In the next two years this status should change.

RECOMMENDATION: Denial - for rezoning from RS-100 to MH.

The proposed preliminary plans do not meet the city codes.

RECOMMENDATION FORM

FROM: Ken Crowe

TITLE: Planning & Development Director

DATE: October 16, 1991

IN REFERENCE TO: Rezoning Request by Betty Pass

COMMENTS: See attached

RECOMMENDATION: Denial

COMMENTS

RE: Rezoning of 21.739 acres on Hillcrest Drive in Land Lot 305 of the 7th Land District (7-305-008) from RS-100 to MH.

Sketch as shown does not meet requirements of Zoning Ordinance nor Development Regulations, re: Buffers and frontage lots.

As we are nearing our capacity for sewage treatment at the Southside Plant, I don't feel that we have adequate ability to treat wastewater from this development at the present time. To be developed today, this project would require septic tanks with lot sizes to be determined by Gwinnett County Health Department.

We also have a problem with water pressure in this area and if the property is rezoned, it should be with the stipulation that the developer make improvements needed to adequately supply water to his project.

Based upon the current zonings along Hillcrest Drive, the majority of which is RS-100, along with problems previously mentioned, I do not feel that rezoning the property to Mobile Home is proper at this time.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: NOVEMBER 11, 1991

RE: FIRST DRAFT OF 1992 OPERATING BUDGET

=====

Attached is the first draft of the 1992 operating budget for your review. Please keep in mind that this is the first draft and any comments or suggestions you have, please feel free give them to me. I fully intend to prepare a comprehensive 12 month operating plan to be added to the formal operating budget. This plan will contain all expected cash requirements for the City of Sugar Hill. I will have each department head's input on this plan and it will be completed by the time the formal budget is adopted.

I have attached to the budget the totals for the golf course as given to me by Wade Queen. He stated that the detail backup for the totals are not available as of yet but the totals were given to add to the budget. If you have any questions regarding the golf course budget section, it is best to ask Wade, since he is the one who completed it.

While preparing this first budget, I had the help and advice from management. However, this is the first time I have ever attempted such a task as preparing a comprehensive municipal budget. I hope you will find it suitable.

THE 1992 BUDGET
FOR THE
CITY OF SUGAR HILL, GEORGIA

DRAFT #1

1992
OFFICIALS OF
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor
Thomas Morris, Sr., Council Member
Roger Everett, Council Member
James Stanley, Council Member
Steven Bailey, Council Member
Reuben Davis, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager
Sandra Richards, Director of Finance
Wade Queen, Acting Director of Golf

CITY CLERK

Judy L. Foster

Sugar Hill City Government
Sugar Hill, Georgia
Proposed Budget for the Fiscal Year 1992

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SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01-LEGISLATIVE

Service Statement

Sugar Hill is served by five City Council Members and a Mayor. The Mayor and all Council Members are elected at large. The Mayor-Pro-Tem is elected by the Council.

The Mayor and Council serve as the community's legislative body, responsible for enacting ordinances, appropriating funds to conduct City business and providing policy direction to City staff. The Mayor and Council appoints the City Manager, City Clerk, City Attorney, Superintendent of Elections, Municipal Judge, City Auditors, Director of Golf, and designates the City's legal organ.

The City Council provides policy direction and leadership to the City organizations; to serve as a liaison between the City and a variety of committees, boards, commissions, and citizens groups considering community issues.

Goals and Objectives:

- 1). To provide positive leadership to the City organization
- 2). To publicly consider, discuss, and vote on matters of concern to the municipal corporation and to the City of Sugar Hill.
- 3). To continue to encourage citizens input in the Council's decision making process.
- 4). To maintain and improve the equality of municipal services.
- 5). To improve the economic health of Sugar Hill and enhance the City's fiscal health.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Mayor	Elected	1	1	1
Council Members	Elected	5	5	5
TOTAL		6	6	6

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - LEGISLATIVE

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Mayor & Council Stipend	\$8,108	\$8,100	\$8,100
Mileage Allowance	200	2,500	2,500
Council Meeting Supplies	0	1,000	1,000
Operation & Education	4,500	6,040	5,790
TOTAL	\$12,808	\$17,640	\$17,390

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - MUNICIPAL COURT

Service Statement

The Municipal Judge shall maintain law and order in the City to solve disputes and to comply with the Constitution of the United States and the laws of the State of Georgia.

Goals and Objectives:

To improve the operation and efficiency of the administration of the City ordinances.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Judge	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$ 0	\$ 250	\$ 750
TOTAL	\$ 0	\$ 250	\$ 750

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - CITY ATTORNEY

Service Statement

The City Attorney is appointed by and serves at the pleasure of the City Council and the various City operating departments, as well as representing the City in all litigation matters. The City Attorney also serves in an advisory capacity by interpreting federal, state, and local laws as they pertain to the conduct of City business and services.

Goals and Objectives:

- 1). To provide timely, expert and cost effective legal services to the City Council and the City staff.
- 2). To effectively represent the interests of the City in all litigation matters.
- 3). To reduce litigation costs, damages, and insurance claim costs.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Attorney	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Attorney Fees	\$28,525	\$12,500	\$12,500
TOTAL	\$28,525	\$12,500	\$12,500

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - REGISTRAR SERVICES

Service Statement

The Voter Registrar is responsible for scheduling, supervising, and advertising of all Municipal Elections to insure compliance with State and Federal Codes and to keep the Voter Registration List updated to current status.

Goals and Objectives:

To staff, structure and manage State and Federal elections ethically by all Municipal, State and Federal voting regulations.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Voter Registrar	Appointed	1	1	1
Deputy Registrars		4	4	4
TOTAL		5	5	5

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personnel Services	\$1,034	\$ 900	\$ 900
Election Operation	394	785	-0-
TOTAL	\$1,428	\$1,685	\$ 900

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

Service Statement

In reference to the City Charter, the Mayor and Council can appoint qualified citizens to serve on the following committees and boards of the City:

- 1) Recreation Board
- 2) Planning & Zoning Board
- 3) Planning & Zoning Board of Appeals
- 4) Sugar Hill Festival Committee

Their responsibility is to study information and to give recommendations to the Mayor and Council.

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
E.E. Robinson Park Funding	\$21,383	\$27,500	\$25,000
Postage			
Sugar Hill Festival	\$ 1,466	1,500	\$ 1,500
TOTAL	\$22,849	\$29,000	\$26,500

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - CITY MANAGER'S OFFICE

Service Statement

The City Manager is appointed by the Mayor and Council and is responsible for the execution of policies, directives and legislative action of the Mayor and Council. Additionally, the City Manager oversees the preparation of the annual operating and capital budgets, for the Mayor and Council to supervise the expenditures of appropriated funds, to be responsible for the administrations of all personnel policies including salaries and to be responsible for the employment and discharge of personnel.

Generally, the City Manager is to ensure that the affairs of the City are conducted in an effective and responsible manner to the benefit of the residents of the City.

Goals and Objectives:

To promote and maintain a safe, pleasant environment within the community by providing effective ethical management and efficient delivery of public services throughout the execution of policies established by the Mayor and Council.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
City Manager	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personnel Services	\$48,826	\$50,279	\$52,341
Vehicle Expense	737	1,000	1,000
Operation & Education	1,000	1,847	2,660
Dues	510	618	618
TOTAL	\$51,073	\$53,744	\$56,619

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - FINANCE & ADMINISTRATION

Service Statement

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions and service of customers. Finance is responsible for all revenue collections, including taxes, utilities and all permits, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council. The Administration Department is responsible for utility and tax billing, issuing business licenses, registering voters, and renting the Community Center and Park Pavilion.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City fi fa's on delinquent tax accounts; publishes a quarterly newsletter to all residents of the City; is the City's official court recorder and keeper of all City Court records.

Goals and Objectives:

- 1) Administers accounts payable and receivable to achieve increased funding for capital projects.
- 2) Continue to improve organization of accounts payable, purchasing, payroll and the collection of receivables
- 3) To strive to keep accounts current, but to implement a delinquent collection system.
- 4) To continue to work on the improvement of records management.
- 5) To assist the Mayor and Council and City Manager's Office.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - FINANCE & ADMINISTRATION

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
City Clerk	1	1	1
Finance Director	0	1	1
Asst. Finance Director	1	1	1
Customer Service Rep/Cashier	2	2	2
Postal Clerk	1	1	1
Utility Billing Supervisor	1	1	1
TOTAL	6	7	7

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$142,011	\$160,098	\$182,862
Audit Services	8,992	8,700	8,700
Supplies & Materials	16,812	17,000	11,000
Equipment Operation & Maint.	3,912	2,500	2,500
Dues	4,617	2,400	4,844
Operation & Education	17,123	12,500	12,500
Mileage	200	150	150
Postage	9,661	9,500	10,000
Shortage/Overage	0	0	0
Bank Charges	168	250	250
Consultants Fees	7,403	4,000	4,000
Workers Comp Insurance	21,840	24,000	24,000
Legal Advertising	3,684	800	500
TOTAL	\$236,426	\$241,898	\$261,306

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - BUILDING INSPECTIONS

Service Statement

The Building Inspection office enforces City codes and ordinances from the beginning of construction projects through the final stages of construction; inspecting all building, plumbing, electrical and mechanical plans submitted to verify layouts conform with City, County, and State codes. All building permits are issued for additions, alterations, repair, removal, demolition and erections of any building in the City.

After construction, inspections are done to all commercial buildings to verify that all buildings are kept in a safe and sanitary condition in compliance with the Southern Standard Building Code.

Goals and Objectives:

The goal for the department is to see that each and every building has been permitted and is inspected to insure that all codes applicable are adhered to.

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Chief Building Inspector	1	1	1
Planning & Zoning	0	0	1
Administrative Clerk	1	1	1
TOTAL	2	2	3

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$ 74,091	\$ 73,855	\$ 58,752
Supplies	2,172	2,700	2,000
Vehicle Maint.	2,288	1,000	1,500
Operation & Education	0	1,000	1,000
Miscellaneous	716	500	500
TOTAL	\$ 79,267	\$ 79,055	\$ 63,752

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - PRISON DETAIL

Service Statement

The City contracts a prison detail from the State. These prisoners are trustees assigned to work in the City Park, picking up the weekly City trash, and mowing right-of-ways.

The City employs these prisoners to provide a variety of services to the residents at minimal cost.

This detail is under the direction of the City Marshall.

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Prison Guard	1	1	1
Prison Detail	10	10	10
TOTAL	11	11	11

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Prison Guard	\$ 16,958	\$ 20,000	\$ 23,000
Tools & Equipment	1,743	2,000	1,500
Equipment Repair	1,329	1,500	1,500
Prison Bus Maint.	2,740	2,000	2,000
TOTAL	\$ 22,770	\$ 25,500	\$ 28,000

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - PUBLIC LANDS AND BUILDINGS

The City owns three (3) rental houses and 40 acres for future landfill expansion.

At this time, the City does not have in-house maintenance personnel for the upkeep of these properties.

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Repair & Maintenance			
Level Creek Rental	\$ 283	\$ 500	\$ 500
Highway 20 Rental	253	250	500
City Hall	8,377	3,500	2,000
Community Center	0	1,000	500
Utilities			
City Hall	4,861	5,500	4,500
Community Center	1,844	2,000	2,000
Property & Liability Ins.	13,266	18,200	45,000
TOTAL	\$ 28,884	\$ 30,950	\$ 55,000

SUGAR HILL CITY GOVERNMENT
 SUGAR HILL, GEORGIA
 BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - MISCELLANEOUS

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Coffee & Vending Service	\$ 1,267	\$ 650	\$ 700
Radio Equipment	0	1,200	1,400
Radio Equipment Maint.	1,652	1,500	1,680
Radio Transmitting Fee	0	0	1,248
Janitorial Supplies	1,095	500	1,000
Miscellaneous	6,985	5,000	2,500
TOTAL	\$ 10,999	\$ 8,850	\$ 8,528

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

THE FOLLOWING ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR THE 1992 GENERAL FUND BUDGET

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Property Tax-Current	\$204,404	\$220,000	\$225,000	\$252,000
30200 Property Tax-Prior	28,255	25,645	55,000	35,000
30300 FIFA, Penalties & Int.	203	250	200	200
30800 Intangible Tax	4,906	8,000	2,500	3,000
31200 Ad Valorem Tax	38,747	35,000	40,000	40,000
32100 Georgia Power Tax	76,255	75,000	99,578	100,000
32200 Southern Bell Tax	18,041	15,500	17,706	18,000
32300 Cable TV Tax	8,860	8,000	11,000	11,000
32600 Insurance Premium Tax	76,935	72,000	137,045	140,000
33100 Real Estate Transfer Tax	2,800	5,500	3,000	3,000
33200 Beer and Wine Tax	15,115	12,000	15,000	15,000
35000 Business License Fees	38,547	40,000	40,500	42,000
35200 Rezoning & Annex. Fees	1,350	1,200	3,000	2,750
35400 Qualifying Fees	132	100	288	0
35600 Service Charge	1,281	1,500	1,000	1,000
35700 Yard Sale Permits	210	125	170	150
35800 Marshall/Court Fines	0	150	1,400	1,400
36000 Interest Earned	77,514	3,500	52,000	10,000
37000 Level Creek Rent	3,400	3,000	3,000	3,000
37100 Highway 20 Rent	4,400	4,800	4,800	4,800
37400 Sale of Maps, Ords, Etc.	291	400	350	400
37500 Sale of Assets	10,631	2,500	5,700	2,000
37600 Utility Bill Penalties	35,164	32,000	38,000	40,000
38000 C.D.B.G Grant	0	0	12,500	0
38200 Miscellaneous	24,076	1,000	900	1,000
38300 Comm Ctr. Rental	856	500	580	600
38600 Sugar Hill Festival Rev.	0	0	1,700	0
39000 Inspection revenue				
39100 Building Permits	65,574	50,000	56,000	30,000
39200 Mobile Home Permits	6,310	4,500	3,200	2,500
39700 Development Permits	3,125	4,000	8,200	4,000
39900 Miscellaneous	309	200	0	200
TOTALS	\$747,691	\$626,370	\$839,317	\$763,000

GENERAL FUND - EXPENDITURES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	175,154	160,098	171,564	169,033
40300 Deferred Comp.	0	0	5,136	4,320
40500 Bonuses	370	6,507	6,500	6,616
40600 Employer FICA	16,263	12,412	18,792	16,111
40800 SUTA	2,129	3,894	1,788	1,471
40900 Retirement	5,345	10,895	8,322	12,581
41000 Group Insurance	29,789	19,740	33,588	41,884
41100 GMA(Gwinnett)	0	0	367	400
41200 Training & Travel	12,588	10,541	10,500	23,600
42000 Mayor & Council Stipend	8,108	8,100	8,100	8,100
42400 Registrar Services	1,034	900	900	900
42600 City Election	394	785	750	0
42800 Coffee & Vending	1,267	650	1,000	700
42900 Mileage Allowance	3,013	2,650	2,650	2,600
43000 Vehicle #201 Maint.	737	1,000	400	1,000
43100 Vehicle Gas & Oil (consolidated)				18,672
43400 Data Processing Supplies	4,736	5,000	1,500	3,500
43600 Office Supplies	5,884	5,000	2,000	3,500
43800 Printing	6,192	4,000	4,000	4,000
43900 Dues, Publ. & Subsc.	4,617	3,018	5,500	5,500
44000 Postage	9,661	9,650	10,100	10,100
44200 City Hall Maint.	8,377	3,500	1,700	2,000
44300 Comm Ctr. Maint.	0	1,000	300	500
44400 Level Creek Rental Maint.	283	500	430	500
44500 Hillcrest Rental Maint.	0	250	150	250
44600 Highway 20 Rental Maint.	253	250	975	500
45000 Office Equipment	4,075	3,000	40,000	3,000
45200 Office Equipment Maint.	3,912	2,500	2,500	2,500
45400 Radio Equipment	0	1,200	1,400	1,400
45600 Radio Equipment Maint.	1,652	1,500	1,000	1,680
45800 Radio Transmitting Fee	0	0	1,000	1,248
45900 Operation of City Court	0	250	500	1,000
46000 City Hall Utilities	4,862	5,500	4,000	4,500
46200 Comm Ctr Utilities	1,800	2,000	1,600	2,000
46400 Audit	8,992	8,700	8,700	8,700
46600 Attorney Fees	28,524	12,500	10,000	12,500
46800 Legal Advertising	3,683	800	500	500
47000 Consultants Fees	7,403	4,000	3,000	4,000
47200 Prop & Liab Ins.	13,266	18,200	40,000	45,000
47400 Workers Comp Ins.	21,840	24,000	22,000	24,000

GENERAL FUND - EXPENDITURES, Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
47700 Shortage/Overage	108	0	300	0
47800 Bank Charges	168	250	250	250
48200 Sugar Hill Festival Exp.	1,466	1,500	2,370	1,500
48300 Answering Service	0	0	1,700	2,000
48500 Telephone	9,137	7,000	6,000	7,000
48600 C.D.B.G Expense	11,119	0	21,000	0
48800 City Park Funding	21,383	27,500	27,500	25,000
49000 Prison Guard	16,958	20,000	21,000	23,000
49200 Prison Detail Tools, Etc.	1,743	2,000	600	1,500
49400 Prison Detail Equip Maint.	1,329	1,500	800	1,500
50000 Veh. #207 Prison Bus Maint	2,740	2,000	2,000	2,000
52500 Miscellaneous	6,895	5,000	2,500	2,500
52600 Council Meeting Supplies	0	1,000	1,000	1,000
53000 Janitorial Supplies	1,095	500	1,000	1,000
53100 Janitorial Fee	0	0	2,000	3,500
55000 Inspection Expenses				
55100 Salaries & Wages	37,342	55,791	64,536	41,567
56100 Uniforms	0	0	300	350
56200 Inspection Supplies	2,172	1,000	1,100	1,000
56500 Office Supplies	0	1,700	750	1,000
56800 Development Plan Review	0	0		0
57000 Veh. #211 Maint.	1,435	500	400	1,000
58000 Veh. #203 Maint.	0	0	0	500
59000 Inspection Miscellaneous	716	500	250	500
TOTALS	\$512,009	\$482,231	\$590,668	\$568,033

ENTERPRISE FUNDS

Enterprise Funds are used to account for operation that are financed and operated in a manner similar to private business enterprises. The intent of the Mayor and Council is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the City Council has decided that periodic determination of net income is appropriate for accountability purposes.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 02 - SANITATION FUND

Service Statement

The City of Sugar Hill entered into an agreement with Gwinnett Sanitation, Inc. and Button Gwinnett, Inc. to franchise the City's disposal of residential, commercial, industrial, and institutional waste. Button Gwinnett, Inc. leases the City's landfill located on Appling Road.

Goals and Objectives:

- 1) To provide Sugar Hill residents with services of consistent sanitation pick-up at a low cost.
- 2) To invite a recycling program of newspapers into dumpsters located at City Hall and to expand to eventually include aluminum and glass.

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>SANITATION REVENUES</u>			
Sanitation Revenues	\$155,917	\$168,180	\$195,000
Tipping Fees	8,453	5,000	5,250
Lease Payments	24,195	22,080	22,080
Miscellaneous	2,000	100	100
TOTAL REVENUES	\$190,565	\$195,360	\$222,430
<u>SANITATION EXPENSES</u>			
Subsidy	\$ 29,029	\$ 49,305	\$ 20,000
Commercial Sanitation	58,765	55,440	58,000
Multi-Family	10,535	6,480	10,000
Residential	100,024	106,260	115,080
Vehicle #204 Maint.	864	1,000	2,000
Vehicle #218 Maint.	326	500	1,500
Miscellaneous	318	1,000	1,000
TOTAL EXPENSES	\$199,861	\$219,985	\$207,580

*The average of new customers over the past five years is 207. The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 04 - WATER FUND

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>WATER REVENUES</u>			
Water Sales	\$464,727	\$528,528	\$631,212*
Water Tap Fees	124,075	40,700	80,500*
Water Meter Sales	10,650	3,700	7,000*
Water Backflow Sales	5,375	1,850	3,500*
Cut Line Penalties	0	1,000	1,000
Miscellaneous	256	500	500
TOTAL REVENUES	\$605,083	\$576,278	\$723,712
<u>WATER EXPENSES</u>			
Personal Services	\$131,603	\$137,838	\$263,313
Water Purchases	277,217	312,312	301,775
Operating, Maint & Educ.	34,976	17,100	21,100
Debt Service/'74 G.O Bond	7,068	10,100	10,100
Supplies & Materials	59,157	47,444	37,400
Capital Contingency			
TOTAL EXPENSES	\$ 510,021	\$ 524,794	\$ 633,688

*The number to calculate water sales is 2165 customers total (65 new customers in 1992) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 140 new services.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 05 - STREET AND BRIDGE

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>STREET & BRIDGE REVENUE</u>			
1965 State Grant	\$ 8,471	\$ 6,354	\$ 0
1967 State Grant	6,052	4,540	0
Subdivision Sign Permits	750	500	500
Subdivision Sign Sales	117	500	500
Street Sign Sales	719	1,000	1,000
Street Light Revenue	0	0	6,500
County Paving Tax	0	0	70,000
TOTAL REVENUES	\$ 16,019	\$ 12,894	\$78,500

STREET & BRIDGE EXPENSES

Personal Services	\$ 24,598	\$ 36,605	\$ 54,712
Operating & Maintenance	27,984	56,000	125,350
Supplies & Materials	822	8,850	3,500
TOTAL EXPENSES	\$ 53,404	\$101,455	\$183,562

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 06 - SEWER FUND

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>SEWER REVENUES</u>			
Sewer Revenue	\$174,537	\$195,297	\$224,747
Sewer Impact Fees	190,750	354,000	492,333*
Sewer Inspections	6,956	2,500	
Construction Fund Interest	0	0	125,000
Miscellaneous	3,592	0	0
TOTAL REVENUES	\$573,635	\$551,797	\$
 <u>SEWER EXPENSES</u>			
Personal Services	\$ 25,292	\$ 23,211	\$ 25,705
Sewer Charges	69,180	51,840	150,000
Operation, Maint. & Educ.	94,085	62,550	60,650
Supplies & Materials	19,496	10,500	11,000
Debt Service/'74 GO Bond	7,218	10,100	10,100
Debt Service/'89 Rev Bond	10,246	496,558	317,082
TOTAL EXPENSES	\$225,517	\$654,759	\$574,537

The number of customers used to calculate sewer revenue is 100, with all using approx. 400 gallons per day at current rates.

*Sewer Impact fees were calculated the same way as those calculated for M.E.C.A. We based the number on 50 new lots entering the city for access to the new treatment plant. They would use about 4% of the total 500,000 gallon plant per day at a cost of \$230,333. Lakefield Forrest Subdivision has 131 remaining lots to pay for their 2nd phase. These were calculated at \$2,000 per lot, since they were planned for at the Southside Plant.

THE FOLLOWING ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR
THE 1992 ENTERPRISE FUNDS BUDGET

SANITATION FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Sanitation Sales	\$ 155,917	\$ 168,180	\$ 186,785	\$ 195,000
31600 Tipping Fees	8,453	5,000	2,000	5,250
31800 Lease Payments	24,195	22,080	22,080	22,080
32500 Miscellaneous	2,000	100	0	100
TOTALS	\$ 190,565	\$ 195,360	\$ 210,865	\$ 222,430

SANITATION FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
44500 Subsidy	\$ 29,029	\$ 49,305	\$ 17,800	\$ 20,000
45000 Commercial	58,765	55,440	56,000	58,000
45500 Multi-Family	10,535	6,480	8,900	10,000
46000 Residential	100,024	106,260	142,000	115,080
47000 Veh. #204 Maint.	864	1,000	1,700	2,000
48000 Veh. #218 Maint.	326	500	500	1,500
91500 Miscellaneous	318	1,000	0	1,000
TOTALS	\$ 199,861	\$ 219,985	\$ 226,900	\$ 207,580

GAS FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Gas Sales	\$1,200,609	\$1,525,893	\$1,525,000	\$1,650,000
30400 Gas Tap Fees	32,122	28,050	36,000	30,000
30500 Gas Meter Sales	13,481	9,074	12,000	5,000
30800 Extended Gas Line	1,475	1,000	4,500	1,000
31000 Cut Gas Line	319	500	0	500
32000 Miscellaneous	807	500	60	500
TOTALS	\$1,248,813	\$1,565,017	\$1,577,560	\$1,687,000

GAS FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 109,849	\$ 93,700	\$ 87,864	\$ 90,419
40500 Bonuses	615	2,204	2,204	1,315
40600 Employer FICA	8,407	7,245	6,720	6,917
40800 SUTA	1,100	2,272	1,032	735
40900 Retirement	3,880	5,179	4,308	4,209
41000 Group Insurance	21,015	14,100	19,536	21,490
41100 Uniforms	422	500	500	500
42000 Training & Travel	3,508	2,500	2,300	2,500
42100 Drug Testing	1,590	2,000	2,000	1,200
43000 Natural Gas	535,875	748,415	685,658	987,347
43500 Propane	20,683	30,000	0	20,000
43600 Peak Shaving Plant Maint.	1,446	2,000	1,500	1,500
43800 Utility Barn Maint.	93	0	136	1,000
43900 Utility Barn Utilities	0	500	700	1,000
44100 Utility Locates Fax/Dues	0	0	500	500
44200 High Pressure Gas Line	0	0	3,000	500
45000 Gas Meter Purchase	13,013	5,800	18,538	20,000
45200 Pipe & Fittings	44,769	25,000	45,000	50,000
45400 Supplies	4,105	3,000	12,000	12,000
45500 Mechanics Supply	0	0	1,000	1,000
45600 Equipment Purchase	1,609	2,000	19,548	2,000
45800 Equipment Maint.	4,509	5,500	5,500	5,500
46000 Tool Rental	644	1,000	600	1,000
47100 Gas Authority Meter Fee	15,844	17,500	15,000	17,500
47300 Gas Consultant	3,080	2,800	2,800	3,500

GAS FUND - EXPENSES, Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
47500 Radio Transmitting Fee	312	500	800	1,000
47600 Radio Maint. Fee	0	0	0	1,000
47700 Cathodic Protection	1,803	2,000	5,000	5,000
47900 Gas Leak Cont. Service	7,036	4,000	4,500	5,000
49000 Other Contract Service	2,879	1,200	1,500	1,500
50000 Veh. #202 Maint.	603	500	500	500
51000 Veh. #205 Maint.	1,415	1,000	1,200	1,000
51300 Veh. #206 Maint.	0	0	0	500
52000 #3 Price Rd GBED	992	925	925	1,200
52100 #1 Davis Street	0	500	300	250
52200 #2 Whitehead Rd	909	800	950	1,000
53500 Transco Meter Phone	240	300	300	300
59600 Cut Lines	0	1,500	1,500	1,500
60000 Capital Contingency				
70000 Miscellaneous	2,640	1,000	500	1,000
TOTALS	\$ 814,885	\$ 987,440	\$ 955,919	\$1,274,382

WATER FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Water Sales	\$464,727	\$528,528	\$441,000	\$631,212
30500 Water Tap Fees	124,075	40,700	115,000	80,500
31000 Water Meter Sales	10,650	3,700	12,000	7,000
31500 Water Backflow Fees	5,375	1,850	4,250	3,500
32000 Cut Line Penalties	0	1,000	0	1,000
32500 Miscellaneous	256	500	104	500
TOTALS	\$605,083	\$576,278	\$572,354	\$723,712

WATER FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 104,350	\$ 103,938	\$ 167,196	\$ 199,044
40500 Bonuses	455	1,755	1,753	2,777
40600 Employer FICA	7,953	8,000	12,792	15,227
40800 SUTA	1,041	2,451	1,620	1,765
40900 Retirement	0	4,776	5,040	9,784
41000 Group Insurance	17,804	16,920	31,560	34,716
41100 Uniforms	422	500	500	500
42000 Training & Travel	1,421	1,500	1,500	1,500
42200 Water Meter Purchase	9,970	6,500	9,500	6,000
42400 Backflow Preventor	4,952	3,000	3,200	3,000
43100 Water Tank Meter #1	222,098	220,742	221,650	240,000
43200 P.I.B Meter #2	27,922	60,420	32,800	35,000
43300 Davis St Meter #3	75	150	75	75
43400 Whitehead Rd Meter #4	5,138	6,500	4,360	4,700
43500 Hilltop Meter #5	3,223	3,500	2,356	2,600
43600 Pinedale Meter #6	3,821	3,500	1,613	1,750
43700 West Price Meter #7	9,373	10,000	9,383	10,100
43800 Buford Hwy Meter #8	3,940	5,500	5,656	6,050
43900 Hwy 20 Car Wash Meter	1,627	2,000	1,404	1,500
44100 Utility Locate Fax/Dues	0	0	290	1,000
44300 Radio Maint. Fee	0	0	0	1,000
44400 Radio Transmitting Fee	312	500	800	1,000
44500 Equipment Purchase	1,969	2,000	2,000	2,000
44700 Equipment Maint.	3,817	5,000	3,000	2,000
44900 Tool Rental	648	1,000	800	1,000
45000 Pipe & Fittings	36,572	20,000	26,000	20,000
45100 PIB Pump Maint.	0	0	2,900	3,200
45200 Water Tank Maint.	1,438	2,500	3,500	1,000

WATER FUND - EXPENSES - Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
45300 PIB Pump Station Maint.	3,051	1,500	804	1,000
45400 Contract Services	45	1,500	2,364	2,000
45500 Mechanics Supply	0	0	1,320	500
56100 '74 GO Bond Interest	7,068	10,000	10,000	10,000
56200 '74 GO Bond Agent Fee	150	100	100	100
56500 Supplies	1,089	9,942	2,300	1,500
56600 Consultants Fees	3,064	1,500	3,464	2,000
56700 Veh. #215 Maint.	0	500	492	1,000
57000 Veh. #214 Maint.	108	500	852	1,000
57500 Veh. #209 Maint	2,171	1,500	1,908	1,500
58000 Veh. #212 Maint.	995	1,000	350	1,000
58500 Veh. #216 Maint.	1,565	1,500	1,500	1,000
58800 Cut Lines	19,169	1,500	1,356	1,500
58900 Water Assoc. Dues	100	100	300	300
59000 Miscellaneous	1,105	1,000	251	1,000
59900 Capital Contingency				
TOTALS	\$510,021	\$524,794	\$580,609	\$633,688

STREET AND BRIDGE FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 1965 Grant	\$ 8,471	\$ 6,354	\$ 0	\$ 0
30200 1967 Grant	6,052	4,540	0	0
30300 County Paving Tax	0	0	68,000	70,000
30500 Subdivision Sign Permit	750	500	1,000	500
30600 Subdivision Sign Sales	117	500	200	500
31000 Street Sign Sales	719	1,000	300	1,000
31100 Street Light Revenue	0	0	5,274	6,500
TOTALS	\$ 16,109	\$ 12,894	\$ 74,774	\$ 78,500

STREET AND BRIDGE FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 19,030	\$ 27,824	\$ 30,876	\$ 44,392
40500 Bonuses	2,603	200	200	305
40600 Employer FICA	0	2,172	2,364	3,396
40800 SUTA	0	681	228	588
40900 Retirement	563	568	180	1,319
41000 Group Insurance	0	5,160	3,828	4,712
41100 Street Patching	0	25,000	68,000	70,000
41200 Gravel	0	4,000	1,500	3,000
41300 Street Signs & Posts	0	2,200	2,500	3,000
41400 Street Lights	30,093	29,500	38,695	43,500
41500 Traffic Lights	0	1,000	650	1,000
41600 Uniforms	0	150	150	200
41800 Chemicals	0	0	1,000	3,000
42000 Equipment Purchase	392	2,000	2,000	2,000
42400 Supplies	430	500	1,500	1,500
42500 Van Maint.	0	0	250	1,000
43000 Subdivision Signs	93	0	314	150
44000 Capital Contingency	0	0	0	0
44900 Miscellaneous	200	500	500	500
TOTALS	\$ 53,404	\$101,455	\$154,735	\$183,562

SEWER FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Sewer Revenue	\$174,537	\$195,297	\$247,661	\$224,747
30600 Sewer Impact Fees	\$190,750	354,000	565,000	492,333
31000 Sewer Inspection Fees	6,956	2,500	13,000	2,500
31200 Interest/Const. Funds	0	0	22,000	125,000
31500 Miscellaneous	3,592	0	0	0
TOTALS	\$375,835	\$551,797	\$847,661	\$844,580

SEWER FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries/Wages	\$ 19,851	\$ 17,472	\$ 21,648	\$ 18,346
40500 Bonuses	155	115	115	180
40600 Employer FICA	1,519	1,337	1,680	1,403
40800 SUTA	199	419	156	147
40900 Retirement	0	1,408	1,080	1,101
41000 Group Insurance	3,569	2,820	4,116	4,528
41100 Uniforms	437	200	200	500
41200 Veh. #208 Maint	1,215	1,500	209	1,500
42000 Training & Travel	1,322	500	672	1,500
42200 Equipment Purchase	9,257	500	45	2,000
42400 Equipment Maint.	12,280	1,000	0	1,000
42500 Chemicals	0	4,000	1,776	3,000
42600 Pipe & Fittings	6,136	3,000	1,500	2,000
42700 Supplies	4,103	3,000	1,500	1,000
42900 Infiltration Supplies	0	0	160	2,000
43100 Sewer Treatment Fees	69,180	51,840	143,014	150,000
43300 S.S. Plant Equip.	1,559	5,000	107	5,000
43500 S.S. Plant Maint.	21,621	2,000	807	2,000
43700 S.S. Plant Supplies	297	1,000	807	1,000
43900 S.S. Plant Veh. Maint.	299	500	785	1,000
44100 S.S. Sludge Disposal	4,211	5,000	0	5,000
44300 S.S. Others	0	500	0	500
50100 N. Ave w/ Generator	3,186	1,000	515	1,000
50200 Old Suwanee Rd	848	1,500	932	1,500
50300 N. Ave w/o Generator	644	750	190	500
50400 Pinecrest Rd	5,593	6,000	8,667	7,500

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
VARIANCE FOR THE FISCAL YEAR 1992

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
General Fund Revenues	\$747,691	\$626,370	\$839,317	\$763,000
General Fund Expenses	512,009	482,231	590,668	568,033
Sanitation Fund Revenues	190,565	195,360	210,865	222,430
Sanitation Fun Expenses	199,861	219,985	226,900	207,580
Gas Fund Revenues	1,248,813	1,565,017	1,577,560	1,687,000
Gas Fund Expenses	814,885	987,440	955,919	1,274,382
Water Fund Revenues	605,083	576,278	572,354	723,712
Water Fund Expenses	510,021	524,794	580,609	633,688
S & B Fund Revenues	16,109	12,894	74,774	78,500
S & B Fund Expenses	53,404	101,455	154,735	183,562
Sewer Fund Revenues	375,835	551,797	847,661	844,580
Sewer Fund Expenses	226,976	655,569	749,802	600,037
Golf Course Revenues	0	0	0	456,540
Golf Course Expenses	0	471,846	260,000	1,071,418
Total Funds Revenues	3,184,096	3,527,716	4,122,531	4,775,762
Total Funds Expenses	2,317,156	3,443,320	3,518,633	4,538,700
	=====			
SUBTOTAL VARIANCES	\$ 866,940	\$ 84,396	\$ 603,898	\$ 237,062
Reserve for Contingency - Fund Balance				237,062
GRAND TOTAL VARIANCES	\$ 866,940	\$ 84,396	\$ 603,898	0

SUGAR HILL GOLF COURSE
PROJECTED REVENUES - 1992 AUGUST THRU DECEMBER

BASED ON THE FOLLOWING GREENS FEES
\$27.00 NON-RESIDENT
\$13.50 RESIDENT
\$8.00 HALF CART

AUGUST

4000 ROUNDS @ \$27.00 GREEN FEE & \$8.00 CART FEE = \$35.00
1000 ROUNDS @ \$13.50 GREEN FEE & \$8.00 CART FEE = \$21.50

TOTAL 161,500.00

SEPTEMBER

3040 ROUNDS @ \$27.00 GREEN FEE & \$8.00 CART FEE = \$35.00
1000 ROUNDS @ \$13.50 GREEN FEE & \$8.00 CART FEE = \$21.50

TOTAL 127,900.00

OCTOBER

2040 ROUNDS @ \$27.00 GREEN FEE & \$8.00 CART FEE = \$35.00
500 ROUNDS @ \$13.50 GREEN FEE & \$8.00 CART FEE = \$21.50

TOTAL 101,200.00

NOVEMBER

1120 ROUNDS @ \$27.00 GREEN FEE & \$8.00 CART FEE = \$35.00
280 ROUNDS @ \$13.50 GREEN FEE & \$8.00 CART FEE = \$21.50

TOTAL 45,220.00

DECEMBER

640 ROUNDS @ \$27.00 GREEN FEE & \$8.00 CART FEE = \$35.00
160 ROUNDS @ \$13.50 GREEN FEE & \$8.00 CART FEE = \$21.50

TOTAL 20,720.00

TOTAL REVENUE PROJECTED FOR 1992 456,540.00

SAFETY SUPPLIES	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	40.00
CART LEASING	0.00	0.00	0.00	0.00	0.00		3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	21,000.00
EROSION CONTROL													5,000.00
PEST CONTROL	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	4,252.00
CAPITCL CONTING.	55,000.00	12,000.00	95,726.00	122,940.00	0.00	0.00	52,000.00	0.00	4,000.00	0.00	0.00	0.00	241,876.00
TOTAL	94,164.15	51,564.15	134,485.15	167,577.13	72,121.19	77,948.26	136,782.83	80,169.83	67,572.83	62,060.83	60,435.83	58,105.83	1,071,419.13

THE FOLLOWING IS THE BACKUP ON HOW
THE PROPOSED FIGURES FOR THE 1992 BUDGET
WERE CALCULATED

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - LEGISLATIVE

Mileage Allowance - This figure includes documented travel for education and city related functions.

Operation & Education - January 1992.....	Mayors Day.....	\$ 500
June 1992.....	GMA Convention....	1,090
	Accommodations.....	2,250
	Meals \$200/ea.....	<u>1,200</u>
		\$ 5,040
	Miscellaneous Training.....	<u>750</u>
Total.....		5,790

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - CITY MANAGER'S OFFICE

Vehicle Expenses - This figure includes any maintenance for the City Manager's Car.

Operation & Education - February 1992 Clerk's Conference.....	\$ 245
Accommodations.....	175
Meals.....	<u>150</u>
	\$ 570
 GCCA Conference.....	210
Accommodations.....	210
Meals.....	<u>130</u>
	\$ 550
 GMA Convention.....	265
Accommodations.....	375
Meals.....	<u>150</u>
	\$ 790
 PSC Conference.....	500
Accommodations.....	150
Meals.....	<u>120</u>
	\$ 770
 Total.....	\$2,680

Dues - This figure includes the following:

Kiwanis Dues -	\$ 340
ICMA -	<u>278</u>
Total	\$ 618

Wage & Benefit Breakdown:

Total Salary Proposed.....	\$39,208*
FICA/Medicare = 7065% X Total Salary.....	2,999
SUTA = 1073% X Total Salary.....	678
Retirement = 6% X Total Salary.....	2,352
Insurance.....	4,844
Bonus.....	<u>1,960</u>
Total.....	\$52,341

*This figure does not reflect an increase for 1991. That is left to the discretion of the Mayor and Council.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION

Supplies & Materials - This figure includes all the following codes:

- #43400 Data Processing Supplies
- #43600 Office Supplies
- #43800 Printing

Equipment, Operation & Maintenance - This figure includes all the following codes:

- #45000 Office Equipment
- #45200 Office Equipment Maintenance
- #48500 Telephone

Training & Travel - This figure includes the following:

Finance Officers Conference - October 1992

Education.....(2).....	\$	500
Accommodation.....		375
Meals.....(2).....		<u>300</u>
		\$1,175

Clerk's Conference - February 1992

Education.....	\$	175
Accommodations.....		150
Meals.....		<u>150</u>
		\$ 475

Clerk's Conference - September 1992

Education.....(2).....	\$	350
Accommodations.....(2).....		300
Meals.....(2).....		<u>300</u>
		\$ 950

Univ. of Ga. Cont. Education.....\$ 500

Subtotal.....\$3,100
Miscellaneous Travel.....500

Total Training & Travel.....\$3,600

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Dues & Subscriptions - Ga. Municipal Assoc.....	\$3,658
National Climate Data Center.....	15
G.M.C.F.O.A.....	40
Misc. Publishing.....	461
Sam's/Pace.....	100
G.G.F.O.A.....	50
Utilities Protection.....	90
Gwinnett Chamber of Commerce.....	280
Atlanta Journal.....	75
Gwinnett Daily.....	75
Total.....	<u>\$4,844</u>

Mileage - This department is paid \$.255 per mile for general errands, daily bank deposits, and attending education classes. City vehicles are used whenever possible.

Postage - Totals for postage consist of monthly utility bills, registered letters and newsletters.

Consultants Fees - This amount may be needed as a support to the accounting department.

Worker's Comp Insurance - This amount was quoted to the City for 1992 from GIRMA. The amount has increased a projected 10% from 1991 estimates, not from the increased claims from the City but from the economical rising costs of insurance.

SUGAR HILL CITY GOVERNMENT
 SUGAR HILL, GEORGIA
 BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Benefits & Wage Breakdown:

Total Salary & Wage Proposed.....	\$127,865*
FICA/Medicare = 7.65% X Total Salary.....	9,782*
SUTA = 1.73% X Total Salary.....	2,212*
Retirement = 6% X	
1) Judy Foster - 12 months salary.....	1,546
2) Margaret McEachern - 12 months.....	878
3) Shirley Gibbs - 12 months.....	943
4) Kathy Griffith - 12 months.....	845
5) Sandy Richards - 12 months.....	1,558
6) Beth Walker - 12 months.....	832
7) Amy Roark - 12 months.....	<u>1,015</u>
Retirement Total.....	7,617
Total Insurance.....	32,274
Total Bonuses.....	3,112
Total.....	\$182,862

* Increase in salaries reflect a maximum of 5%. This percentage will not be distributed to all employees. Percentage increases will be based on performance, attendance, and total yearly evaluations.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - BUILDING INSPECTIONS

Wage & Benefits Breakdown:

Total Salaries Proposed.....	\$ 41,567
FICA/Medicare = 7.65% of Total Salaries.....	3,180
SUTA = 1.73% of Total Salaries.....	294
Retirement = 6% X	
1) Steve Kennedy - 12 months.....	\$1,609
2) Kim Landers - 12 months.....	<u>885</u>
Retirement Totals.....	2,494
Total Insurance.....	9,346
Total Bonuses.....	<u>1,446</u>
 Total.....	 \$ 58,327

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 03 - GAS FUND

Total Salary Proposed.....	\$90,419
FICA/Medicare = 7.65% X Total Salary.....	6,917
SUTA = 1.73% X Total Salary (up to \$8500)....	735
Retirement = 6% X	
1) Ken Cain - 12 months.....	\$ 996
2) Billy Hutchins - 12 months....	1,890
3) Harry Eubanks - 12 months....	917
4) Randy Crutcher - 3 months....	406
5) new employee - 3 months.....	406
Retirement Totals.....	4,209
Total Insurance.....	21,490
Total Bonuses.....	1,315
 Total.....	 \$125,085

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 04 - WATER FUND

Wage & Benefit Breakdown:

Total Salary Proposed.....	\$199,044
FICA/Medicare = 7.65% X Total Salary.....	15,227
SUTA = 1.73% X Total Salary (up to \$8500)....	1,765
Retirement = 6% X	
1) Wayne Clement - 12 months.....	\$ 950
2) Donna Zinskie - 12 months.....	1,238
3) Danny Hughes - 12 months.....	1,441
4) Frank Roberts - 12 months.....	465
5) Don Cameron - 3 months.....	203
6) Carol Peek - 12 months.....	898
7) Scott Payne - 12 months.....	1,179
8) Kenny Hudson - 12 months.....	1,572
9) Ken Stuart - 8 months.....	536
10) J.L. Peppers - 8 months.....	536
11) Van Samples - 5 months.....	364
12) Emmett King - 6 months.....	<u>402</u>
Retirement Total.....	9,784
Total Insurance.....	34,716
Total Bonuses.....	<u>2,777</u>
 Total.....	 \$263,313

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 05 - STREET & BRIDGE FUND

Wage & Benefit Breakdown:

Total Proposed Salary.....	\$ 44,392
FICA/Medicare = 7.65% X Total Salary.....	3,396
SUTA = 1.73% X Total Salary (up to \$8500)...	588
Retirement = 6% X	
1) Felicia Ramey - 6 months.....	\$ 434
2) Donnie Calvert - 12 months.....	885
Retirement Total.....	1,319
Total Insurance.....	4,712
Total Bonuses.....	<u>305</u>
Total.....	\$ 54,712

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: NOVEMBER 11, 1991

RE: CARPETING FOR CITY HALL

Attached is a quote from R & S Floor Fashions and Designs for carpeting City Hall. The Council may recall that R & S Floor Fashions carpeted the conference room at City Hall several years ago. The total square yardage given represents both downstairs offices, the stairway, the City Clerk and City Manager's office as well as the hall leading to the Council Chambers. Also included is a quote for carpeting the Council Chambers and the platform. This was kept separate in case this is not the wish of the council. R & S Floor Fashions quoted a total price of \$2,843.66 for City Hall and an additional \$1,971.65 for the Council Chamber and platform. Using the same carpet product and square footage, I called Sears for a quote including installation. Their quote was almost \$10.00 higher.

As you are well aware, the carpeting in City Hall has been in place since 1978. It is very worn and collects dust easily, which can create problems with a computer system. For these reasons, I am requesting approval to carpet City Hall using R & S Floor Fashions for a total cost of \$4,815.31.



City of Sugar Hill
234 W Broad Street
Sugar Hill, Ga. 30518

Quote For New Carpet (Includes Pad & Labor)
Product: Aladdin Cosmopolitan 2602, with NOVA Pad

<u>Meeting Room Upstairs and Podium:</u>	130.67 yds. @ 13.95 =	\$ 1822.85
Move Furniture		130.67
Old Gpts Up From Podium		18.13
Total		\$ 1971.65

<u>2 Offices Up Stairs, Steps, Up Hall to</u>		
<u>2 Offices On Stairs:</u>	181.33 yds @ 13.95 =	\$ 2529.55
Extra Labor Steps		45.00
Move Furniture		181.33
Old Carpet & Pad Up 2 Offices On Stairs		87.78
Total		\$ 2843.66

Thanks!

Stew

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

888 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: HAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: NOVEMBER 11, 1991

RE: REPLACEMENT OF THE COPIER DRUM

I am requesting approval to replace the drum in our copier for a cost of \$460.00. We have had over 175,000 copies on the copier and the drum is wearing down. It has been communicated to me by the maintenance company that the useful life of a drum averages 170,000 copies. Our maintenance agreement does not include drum replacement and if any other company replaces the drum besides the company with which we have a maintenance agreement, then the agreement is null and void.

WILLIAMS SUPPLY INC.
790-A Highway 78
Loganville, GA 30249

PAGE 1 of 2

PRICE QUOTATION

JOB NAME AND LOCATION

TO: CITY OF SUGAR HILL
FAT 945-0281

DATE <u>11-6-91</u>	QUOTATION NUMBER
PROPOSED SHIPPING DATE <u>3-21 day</u>	TERMS <u>NET 30</u>
SALESMAN	METHOD OF SHIPMENT <u>O.T.</u>
FREIGHT ALLOWED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

ATTN: D. Hughes

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
25-		2 + 5/8 Elbow	17.80	445.00
25-		2" METAL STIFFENER	2.60	65.00
20-		2" style 90 Green CPLG	14.25	285.00
20-		2" style 65 Green (LONG)	13.50	270.00
50-		5/8" Permanent Couplings	5.25	262.50
25-		3/4" style 65 Green CPLG	7.40	185.00
25-		3/4 + 5/8 SERV. Head Adapter	5.61	140.25
20-		5/8" Permanent Blind End CAP	7.20	144.00
50-		3/4 + 5" BLACK Nipples	.82	41.00
24-		3/4" Male + Comp BMS Adapter	5.55	133.20
24-		3/4" Male + Comp BMS Adapter	5.35	128.40
2000		5/8" PE TURBINE SPL 7	.09	180.00
500		3/4" PE GAS Pipe	.17	85.00
6-		2" + 2" NO-BLO VALVE Tee	59.00	354.00
12-		3/4 + 3/4 Weldon Tee w + Comp w/o BIS	24.00	288.00
12-		3/4" GALV. Couplings	1.00	12.00
12-		1" GALV. Couplings	1.50	18.00
25-		3/4 + 5/8 STED. NUTROR Couplings	14.00	350.00
		Comp + Comp w/BIS on 5/8"		
CONTINUED ON PAGE #2				

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

QUOTATION VALID 30 DAYS

Don Danner

UTILITIES SUPPLY INC.
790-A Highway 78
Loganville, GA 30249

PAGE 2 of 2

PRICE QUOTATION

JOB NAME AND LOCATION

TO: CITY of SUGAR HILL

ATTN: _____

DATE 11-6-91 QUOTATION NUMBER _____

PROPOSED SHIPPING DATE 3-21 days TERMS NET 30

SALESMAN _____ METHOD OF SHIPMENT OT

FREIGHT ALLOWED YES NO

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
6-		3/4" PENNACET Blind End CAP	\$ 19.00	\$ 114.00
6-		3/4" PENNACET Coupling	\$ 10.00	60.00
8-		Gallons R-28 MASTIC COATING	\$ 21.00	168.00
12-		1+ 3/4+ 3/4 Comp Wye, BRASS	\$ 12.95	155.40
12-		3/4+ 3/4 + 3/4 Comp Tee, BRASS	\$ 15.00	180.00
<p><u>Please Note:</u> Wyes NOT AVAILABLE in 3/4+ 3/4 size</p>				
1,000'		2" gas pipe	\$.53'	530.00
10,000'		tracer wire	\$43.50/1,000'	435.00
			Total	\$5,028.75

THANKS

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

QUOTATION VALID

30

DAYS

BY

Don Downer

GUNTER CONSTRUCTION

P.O. BOX 1508
LAWRENCEVILLE, GEORGIA 30246
TELEPHONE: (404) 963-7760
FAX: (404) 995-8589

November 11, 1991

Mr. Ken Crowe
City of Sugar Hill
4988 W. Broad Street
Sugar Hill, GA 30518

Dear Ken:

This is a bid to perform maintenance work on your regulator station at Level Creek Road and W. Price Street. As per our discussion I have priced two (2) methods of handling this upgrade.

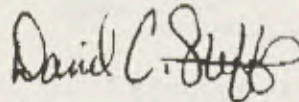
They are as follows:

- 1) Make two hot taps and install second regulator run with a new Fisher 630 to match the existing. The price for this work, including all labor, equipment and materials is.... \$2,520.00.
- 2) Replace existing Fisher 630 regulator with a 1" - Fisher 399 regulator with 60% capacity trim which in turn will require replacing existing Rockwell 250 S relief valve with a 3" - Fisher 399 relief valve. The price for this work, including all labor, equipment and materials is.... \$4,263.00.

The materials required for method #1 can be received within 3 working days of ordering. The regulator and relief valve in method #2 will require 5 working days for delivery.

If you have any questions or we can be of any further assistance, please call.

Sincerely,



David C. Steffes
Engineer

DCS/bm

cc: Mr. B.E. Gunter

ACCEPTED BY:

Bid void if not accepted within 30 days.

KECK & WOOD, INC.

ENGINEERS • DESIGNERS
MANAGERS • PLANNERS
COMPUTER SPECIALISTS

106 DEPOT STREET N.W. (404) 962-6888
LAWRENCEVILLE, GEORGIA 30245

November 11, 1991

Mr. Ken Crowe
City of Sugar Hill
4988 W. Broad Street
Sugar Hill, GA 30518

RE: Regulator Station Upgrade
Our Job No. 860632.0

Dear Ken:

I have reviewed the proposals of Gunter Construction Co., Inc. for upgrading the capacity of the regulator station at Price Road.

I recommend Proposal No. 2 which is to replace the existing regulator with a 1" Fisher 399 regulator with 60% restricted trim and install a new relief valve. The proposed Fisher 399 will provide the capacity and pressure control that you require at this time and, to increase the capacity in the future, the restricting trim can be removed thereby more than doubling the regulator's capacity.

If you need any further help or information, please contact me.

Sincerely,

KECK & WOOD, INC.

W. Raymond Hice

W. Raymond Hice, P.E.
Manager, Natural Gas Division

WRH/vaa

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

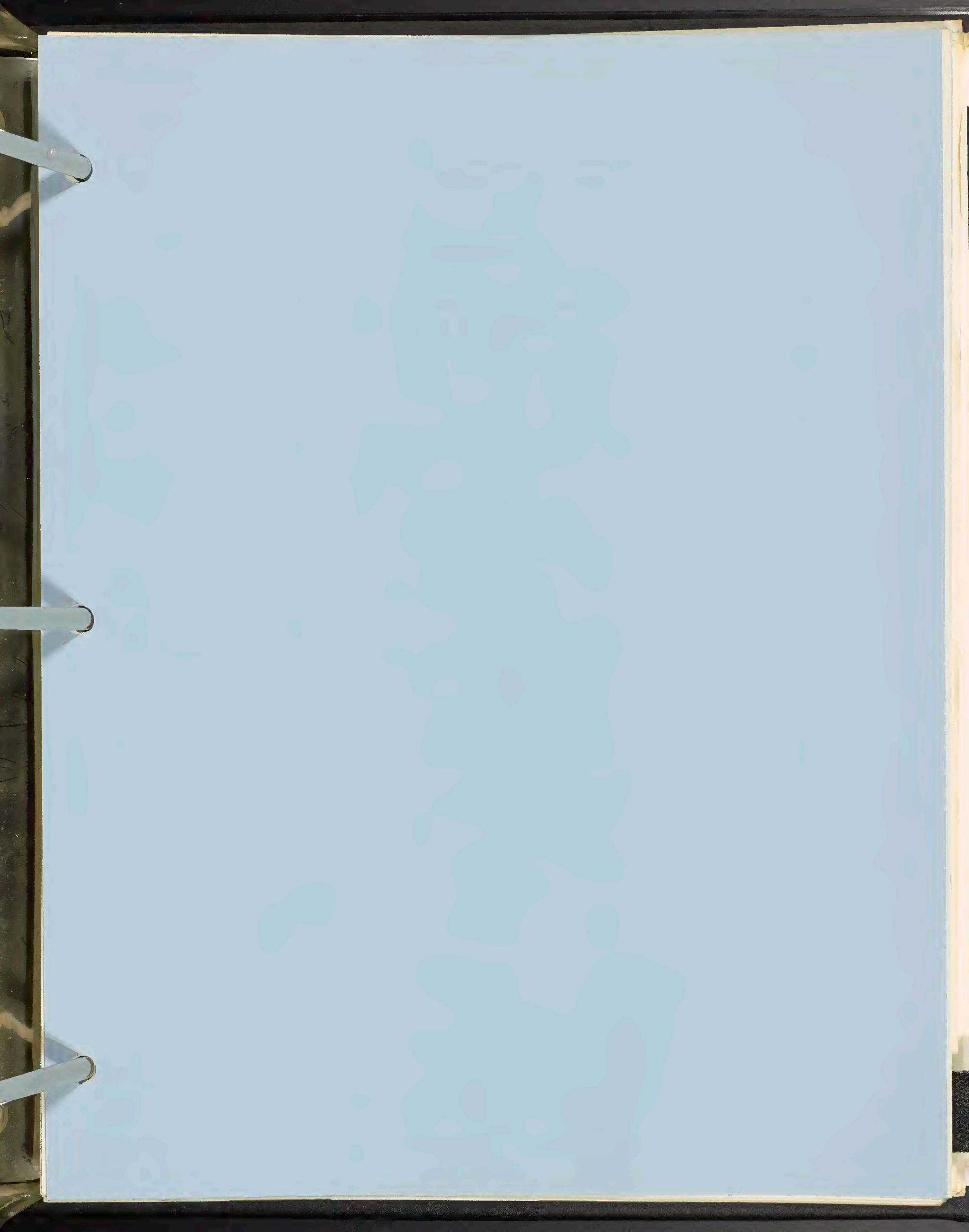
38 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: NOVEMBER 11, 1991
RE: POSITION AVAILABLE ON P&Z BOARD OF APPEALS

Jean Brack has resigned from the Planning & Zoning Board. This opening will be filled by Melinda Petruzzi. Melinda Petruzzi's position will be filled by Bob Karsten of 638 Edwards Court.



EMERGENCY CALLED COUNCIL MEETING
MONDAY, NOVEMBER 18, 1991
7:30 P.M.

A G E N D A

- A) Set Date for Public Hearing for
Contesting Election

EMERGENCY CALLED COUNCIL MEETING
MONDAY, NOVEMBER 18, 1991
7:30 P.M.

M I N U T E S

This Emergency Called Council Meeting was called with less than 24 hours notice in order to set up a date for a Public Hearing to be held for consideration of the petition of contest by Jane Payer, and to give enough notice to those involved before the holidays.

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen, City Attorney Lee Thompson and City Manager Kathy Williamson.

Meeting called to order at 7:38 p.m. by Mayor Haggard.

Executive Session with the City Attorney

Council Member Morris moves to recess the called meeting in order to hold an Executive Session with the City Attorney. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 7:38 p.m.

Meeting reconvened at 8:15 p.m.

Public Hearing

Council Member Hawthorne moves to hold a public hearing on Tuesday, November 26, 1991, at 7:30 p.m., in order to hear evidence of Jane Payer's contesting of the Run-off Election held on November 9, 1991. Council Member Hawthorne also moves to appoint City Attorney Lee Thompson to serve as the moderator for this hearing. Second to the motion by Council Member Morris. Council Member Davis abstains from voting. Vote unanimous.

Council Member Hawthorne dismisses himself from the meeting due to illness.

Formal Inspection of Collections System

City Manager Kathy Williamson states that the city requested a formal inspection of our wastewater collections system and EPD was out today and states that everything looks good so far. They will come out again tomorrow to inspect the lines. They inspected lift stations today.

Meca Meeting

City Manager Kathy Williamson informs the Council of the outcome of the meeting with Meca and the problems she is having with Hayes, James & Associates.

Entrance to Golf Course

Acting Director of Golf Wade Queen asks the Council to be thinking about design plans for the entrance to the golf course.

Council Member Queen dismisses herself from the meeting.

Personnel Meeting

Council Member Everett moves to recess the called meeting in order to hold a Personnel Meeting. Second to the motion by Council Member Morris. Vote unanimous.

EMERGENCY CALLED COUNCIL MEETING
MONDAY, NOVEMBER 18, 1991
MINUTES, CONT'D.
PAGE 2

Meeting recessed at 9:05 p.m.

Meeting reconvened at 9:20 p.m.

Ken Crowe

There is a general consensus among the Council to accept the recommendation of the City Manager and appoint Ken Crowe as the Director of Public Utilities and Development.

Bonuses for Department Heads

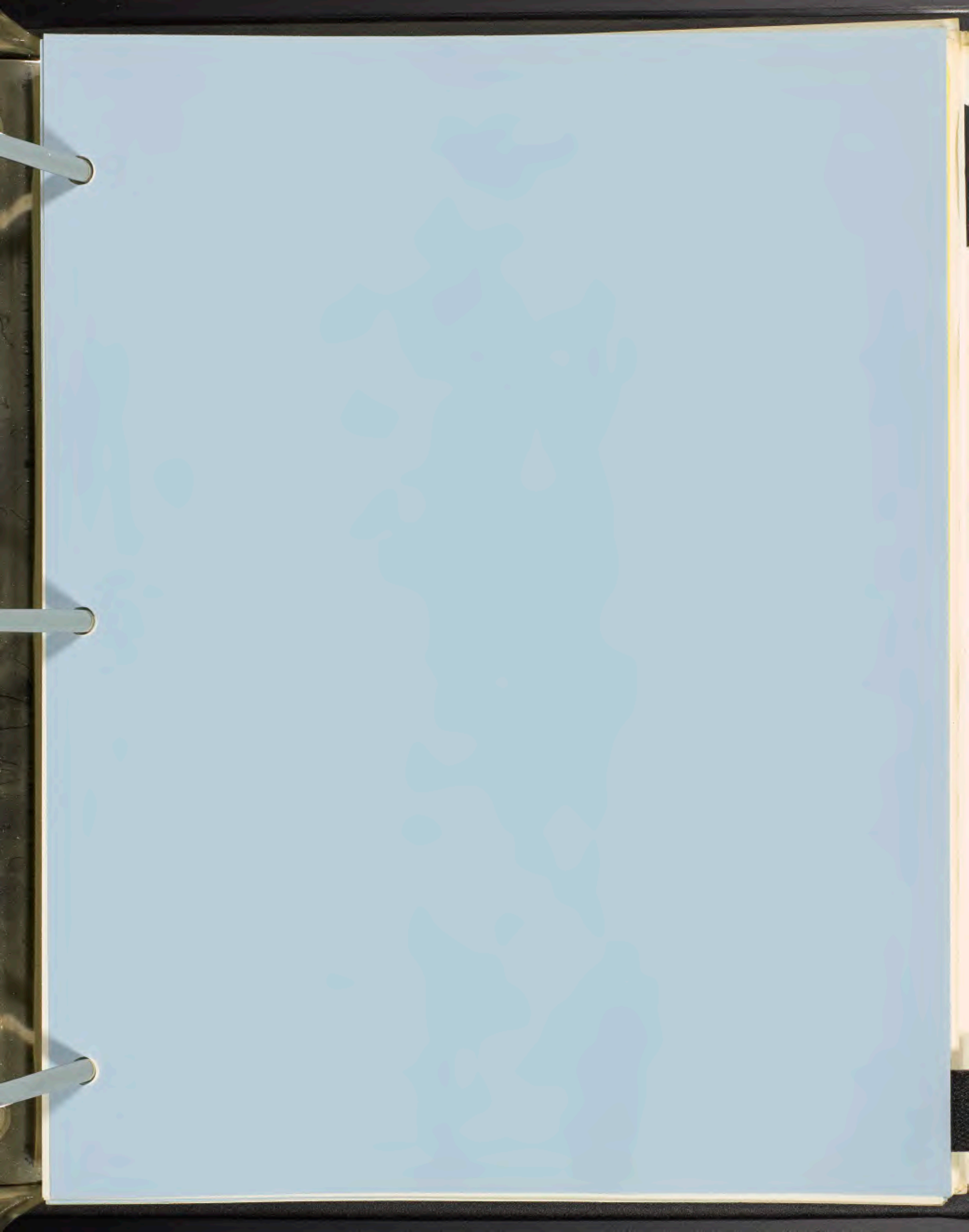
Council Member Morris moves to authorize bonuses for the department heads up to 5% maximum. Second to the motion by Council Member Everett. Vote unanimous.

Adjournment

Council Member Morris moves to adjourn the Called Meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting adjourned at 9:35 p.m.

Judy L. Foster



CALLED COUNCIL MEETING
WEDNESDAY, NOVEMBER 20, 1991
7:00 P.M.

A G E N D A

- A) Appoint Moderator for Public Hearing
- B) Certify Election Results

CALLED COUNCIL MEETING
WEDNESDAY, NOVEMBER 20, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen and City Attorney Lee Thompson.

Meeting called to order at 7:10 p.m. by Mayor Haggard.

Appoint Moderator for Public Hearing

City Attorney Lee Thompson states that since he has been reviewing the procedures for the public hearing, he has discovered that there will be some questions he will have to ask the Superintendent of Elections so that they will be on the record and he cannot do this if he is the moderator. He states that he has contacted several lawyers to serve as the moderator and has not found anyone yet. He will continue to contact prospects if the Council desires. There is a general consensus among the Council to allow Mr. Thompson to find a replacement as moderator.

Mr. Thompson also recommends having a court reporter present at the public hearing in case it goes to Superior Court so there will be a more accurate account of what happened during the hearing. There is a general consensus among the Council to expend the monies to have a court reporter present. Mr. Thompson will make these arrangements.

Certification of Election Results

City Clerk Judy Foster reads the election results of the General Election held on Saturday, October 26, 1991. They are as follows:

Council Seat to Succeed

Reuben Davis: Jay Asgari - 137 Votes
Reuben G. Davis - 257 Votes
Jane A. Payer - 266 Votes

Run-off Election was declared between Reuben G. Davis and Jane A. Payer since no candidate received the majority of the votes. Run-off Election held 11/9/91.

Council Seat to Succeed

David L. Hawthorne: Bobby Fowler - 146 Votes
Bill Parker - 109 Votes
James B. Stanley, Jr. - 389 Votes

James B. Stanley, Jr. received the majority of the votes.

Council Seat to Succeed

Bobbie Queen: Steven C. Bailey - 388 Votes
Bobbie Queen - 270 Votes

Steven C. Bailey received the majority of the votes.

**CALLED COUNCIL MEETING
WEDNESDAY, NOVEMBER 20, 1991
MINUTES, CONT'D.
PAGE 2**

Public Referendum: Shall the Act be approved which provides a homestead exemption from all City of Sugar Hill ad valorem taxes for any City purposes in the amount of \$2,000 of the assessed value of a residents homestead?
Yes - 527 Votes
No - 37 Votes

Public Referendum passed by the majority of the votes.

Council Member Hawthorne moves to declare the election results of the General Election held on October 26, 1991, as read by the City Clerk, be certified. Second to the motion by Council Member Morris. Council Member Davis abstains from voting. Vote unanimous.

City Clerk Judy Foster reads the election results of the Run-off Election held on Saturday, November 9, 1991, between Reuben G. Davis and Jane A. Payer. They are as follows:

Council Seat to Succeed

Reuben Davis: Reuben G. Davis - 286 Votes
Jane A. Payer - 265 Votes

Reuben G. Davis received the majority of the votes.

Council Member Queen moves to declare the election results of the Run-off Election, between Reuben G. Davis and Jane A. Payer, held on November 9, 1991, as read by the City Clerk, be certified. Second to the motion by Council Member Everett. Council Member Davis abstains from voting. Vote unanimous.

Adjournment

Council Member Hawthorne moves to adjourn the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 7:58 p.m.

Judy L. Foster



DEC.

1991
CALLED COUNCIL MEETING
FRIDAY, DECEMBER 13, 1991
10:00 A.M.

A G E N D A

- A) Hensley-Schmidt Agreement
- B) Gwinnett Annual Report
- C) Employee Christmas Dinner

CALLED COUNCIL MEETING
FRIDAY, DECEMBER 13, 1991
10:00 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 10:25 a.m. by Mayor Haggard.

GEFA Loan Resolution

City Manager Kathy Williamson states that this Resolution needs to be adopted in order to apply for a GEFA Loan. Refer to Resolution. Council Member Morris moves to adopt the Resolution. Second to the motion by Council Member Davis. Vote unanimous.

Hensley-Schmidt Agreement

Bill Johnson and Frank Meaders are present from Hensley-Schmidt to answer any questions the Council may have. City Manager Kathy Williamson is recommending the Council authorize the Mayor to sign the agreements for Hensley-Schmidt to complete the engineering work to construct an extended aeration sewer treatment plant. Refer to agreements. The cost for these agreements are \$313,000 and includes the interceptor lines. Mrs. Williamson states that the City Attorney reviewed these agreements and changes have been made to correct any problems he had with them. Mayor Haggard asks Council Members Elect Steven Bailey and Jim Stanley what their opinions are on this matter. Mr. Bailey is in favor of the extended aeration plant and Mr. Stanley is opposed. Discussion held on this matter. After lengthy review, Mayor Haggard states that this could be debated on all day and he suggests a decision be made either to sign the agreements or wait until the first of the year when the two new Council Members will be in office. Council Member Everett states that this project needs to get started, therefore, he moves to accept the City Manager's recommendation to sign the agreements with Hensley and Schmidt to engineer plans for an extended aeration sewer treatment plant. Second to the motion by Council Member Morris. Council Member Queen asks Mr. Bailey how he would vote on this matter. Mr. Bailey states that he would vote in favor of the extended aeration plant. Mr. Stanley states that he is opposed and he will ask the Council to reconsider this matter again in January. Vote unanimous.

Gwinnett Annual Report

City Manager Kathy Williamson presents the Council with the ad proposal made by the Atlanta Journal/Constitution for the Gwinnett Annual Report. Mrs. Williamson recommends the Council not place the ad this year, but to wait until next year when the golf course is in operation. There is a general consensus among the Council that this decision is up to the discretion of the City Manager.

**CALLED COUNCIL MEETING
FRIDAY, DECEMBER 13, 1991
MINUTES, CONT'D.
PAGE 2**

Annual Christmas Luncheon

City Manager Kathy Williamson is requesting the funds for the annual employee Christmas luncheon to be held on Friday, December 20. The cost will be approximately \$10 per person for a total of \$500 to \$550. Council Member Queen moves to authorize the funds for this luncheon. Second to the motion by Council Member Morris. Vote unanimous.

Liaison Appointments

Mayor Haggard makes the following appointments: Jim Stanley to serve as liaison to the Planning & Zoning Board for the city and county, the Board of Appeals and the Airport Safety Committee; Roger Everett to serve as liaison to the Golf Course and Sewer Treatment Plant; Steven Bailey to serve as liaison to the Finance Department; Reuben Davis to serve as liaison to the Recreation Board and Sanitation Committee; and Thomas Morris to serve as liaison to Personnel and the Sanitation Committee.

Mayor Haggard asks if everyone is in agreement to appoint Bobbie Queen to replace Sandy Gum on the Recreation Board and Jay Asgari to replace Steve Price on the Planning & Zoning Board. There is a general consensus among the Council to make these appointments.

Adjournment

Council Member Queen moves to adjourn the meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting adjourned at 11:32 a.m.

Judy L. Foster

A R E S O L U T I O N

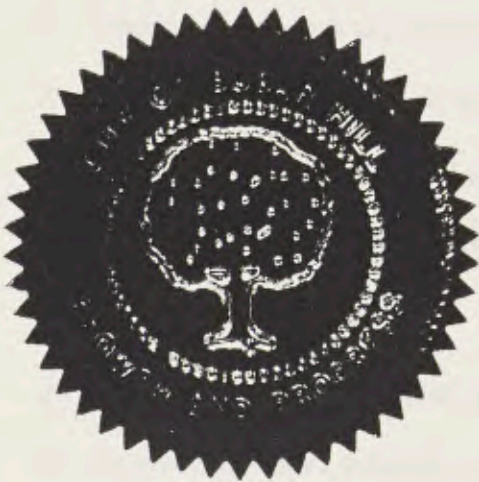
WHEREAS, the City of Sugar Hill is in need of future sewage capacity;
and

WHEREAS, the City of Sugar Hill is currently in the process of
planning for the construction of a 500,000 gallon per
day sewer treatment plant to provide for future sewage
capacity; and

WHEREAS, the City of Sugar Hill is trying to obtain any loans or
grants available to them to fund this project.

THEREFORE, the Council of the City of Sugar Hill hereby authorizes
the Mayor to sign any documents necessary to complete
the application for the Georgia Environmental Facilities
Authority Loan.

This is so resolved this 13th day of December, 1991.



George Haggard
Mayor

Robbie Queen
Council Member

Robert G. Davis
Council Member

Thomas Martin
Council Member

Roger Smith
Council Member

Council Member



Agreement for Engineering Services

THIS AGREEMENT, entered into this 13th day of Dec., 1991, between CITY OF SUGAR HILL hereinafter referred to as "CLIENT," and HENSLEY-SCHMIDT, INC. hereinafter referred to as "H-S."

WITNESSETH THAT,

WHEREAS, the CLIENT desires to engage H-S to furnish engineering services, enumerated below, for the construction of a 0.5-mgd wastewater treatment plant to be located adjacent to the CLIENT's golf course near Suwannee Dam Road and Richland Creek. Effluent from this treatment plant is to be disposed of on the CLIENT's golf course. Provisions will be made in the treatment plant process to enable treated effluent to be discharged to Richland Creek in the future with nominal plant improvements.

NOW, THEREFORE,

IT IS AGREED by and between the CLIENT and H-S as follows:

H-S will provide the following services:

1. Furnish surveys to obtain design data, including topography and plotting of topographic maps.
2. Furnish base line, alignment, and bench mark surveys in accordance with conditions prescribed in contract documents.
3. Provide detailed design drawings and specifications required for the project.
4. Coordinate the design with governmental agencies having jurisdiction over such projects including process design approval.
5. Assist the CLIENT in advertising for bids from contractors performing the type of work called for in the contract documents.
6. Attend bid openings and prepare and submit tabulation(s) of bids.
7. Recommend bidder for contract award or award(s).
8. Prepare and submit proposed contract change orders.
9. Review contractor's construction schedule.
10. Check shop drawings.
11. Review contractor's estimated payment schedule.
12. Review contractor's monthly and final estimates.
13. After construction has been completed, show field changes made during construction on record drawings in conformance with information furnished by the contractor, and provide the CLIENT with one set of reproducible drawings.
14. Make one site visit per week to verify general conformance of the work to the contract documents.



Agreement for Engineering Services

- 15. H-S will organize equipment operations and maintenance manuals furnished by equipment suppliers for ready reference.
- 16. H-S will utilize all existing geophysical exploration and testing information made available by the CLIENT. If additional exploration and testing is required H-S will assist the CLIENT in arranging for geophysical exploration and testing by others. Payment for geophysical services will be made directly by the CLIENT to the company performing the geophysical exploration and testing work.

Payment for Services

H-S will be paid a lump sum fee of \$148,000 in accordance with the fee breakdown and payment schedule set forth in Appendix B, "Payment Schedule."

General Provisions

General provisions are set forth in Appendix A, which is made a part of this Agreement as if herein written. This Agreement is for acceptance within forty-five (45) days from December 12, 1991.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all applicable balances unpaid after thirty (30) days from applicable invoice date.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of December 12, 1991.

ACCEPTED FOR
CITY OF SUGAR HILL

WITNESS:

Judy L. Foster

By:

George Haggard

George Haggard

Title:

Mayor
(Please print or type)

Date:

12/13/91

ACCEPTED FOR
HENSLEY-SCHMIDT, INC.

WITNESS:

Judy L. Foster

By:

R. Frank Meaders

R. Frank Meaders, RLS

Title:

Vice President

Date:

December 12, 1991

General Provisions

1. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" H-S will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but H-S does not guarantee the contractor's performance, nor does H-S assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
2. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of H-S.
3. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of H-S shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
4. In the event of termination of the Agreement, H-S shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
5. It is understood and agreed that the maximum liability of H-S with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount of professional errors and omissions insurance carried by H-S.
6. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
7. If included in "Scope of Services," H-S will prepare an estimate of the probable construction cost of the project. Since H-S has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, H-S's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. H-S cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by H-S. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
8. The purchaser of services from H-S shall pay any applicable state sales tax in the manner and amount required by law.
9. This Agreement shall be assignable by H-S to any company or firm with whom it merges or otherwise forms a consolidation.

Fee breakdown will be 60% (\$88,800) for work Items 1-7 (Design and Bidding) and 40% (\$59,200) for work Item 8 - 15 (Construction Administration).

Payments for work Items 1-7 (Design and Bidding) will be invoiced in four monthly installments as follows. Payment 1 will be invoiced 30 days following execution of this Agreement.

Payment 1	\$35,500
Payment 2	\$26,600
Payment 3	\$17,800
Payment 4	\$8,900
Total	\$88,800

Payments for work Items 8-15 (Construction Administration) will be billed in eight monthly installments as follows. Payment 1 will be invoiced 30 days after notice to proceed has been given to Contractor.

Payment 1	\$12,000
Payment 2	12,000
Payment 3	9,000
Payment 4	9,000
Payment 5	6,000
Payment 6	6,000
Payment 7	2,600
Payment 8	2,600
Total	\$59,200

Total Lump Sum Fee: \$148,000.00



Agreement for Engineering Services

THIS AGREEMENT, entered into this 13th day of Dec., 1991, between CITY OF SUGAR HILL hereinafter referred to as "CLIENT," and HENSLEY-SCHMIDT, INC. hereinafter referred to as "H-S."

WITNESSETH THAT,

WHEREAS, the CLIENT desires to engage H-S to furnish engineering services, enumerated below, for the construction of the Riverside, Richland Creek, and Level Creek Interceptor Sanitary Sewers and Pump Station as shown on drawings entitled "Interceptor Sanitary Sewers for the City of Sugar Hill, Georgia, prepared by Keck & Wood, Inc.

NOW, THEREFORE,

IT IS AGREED by and between the CLIENT and H-S as follows:

H-S will provide the following services:

1. Prepare a preliminary construction cost estimate.
2. Furnish such surveys as may be required for the completion of construction documents.
3. Prepare DOT highway crossing permit applications.
4. Provide engineering design services to implement selected value engineering comments provided to the City of Sugar Hill in a separate study by Hayes James & Associates.
5. Coordinate the design with governmental agencies having jurisdiction over such projects.
6. Prepare bidding documents.
7. Assist the CLIENT in advertising for bids from contractors performing the type of work called for in the contract documents.
8. Attend bid openings and prepare and submit tabulation(s) of bids.
9. Recommend bidder for contract award or award(s).
10. Prepare and submit proposed contract change orders.
11. Review contractor's construction schedule.
12. Check shop drawings.
13. Review contractor's estimated payment schedule.
14. Review contractor's monthly and final estimates.
15. After construction has been completed, show field changes made during construction on record drawings in conformance with information furnished by the contractor, and provide the CLIENT with one set of reproducible drawings.
16. Make one site visit per week during a 12-month construction period to verify general conformance of the work to the contract documents.

17. Conduct final inspection.
18. H-S will utilize all existing geophysical exploration and testing information made available by the CLIENT. If additional exploration and testing is required H-S will assist the CLIENT in arranging for geophysical exploration and testing by others. Payment for geophysical services will be made directly by the CLIENT to the company performing the geophysical exploration and testing work.

The CLIENT will provide the following:

1. Resident observation during construction for detailed observation of the work to verify general compliance with the Contract Documents.
2. Construction easements and property plats for impacted properties, except highway permits.
3. Full easement location information from Value Concepts.
4. Reproducible copies of EPD-approved drawings and specifications.
5. Compensation surveys.
6. Prequalification of bidders if desired.
7. All environmental assessments and/or impact statements.
8. Geophysical exploration and testing information, if required.
9. Keck and Wood original survey notes.
10. All permitting except the DOT permits outlined in Item 3 of Page 1.

Payment for Services

H-S will be paid a lump sum fee of \$165,000 in accordance with the fee breakdown and payment schedule set forth in Appendix B, "Payment Schedule," which is made a part of this Agreement as if herein written.

General Provisions

General provisions are set forth in Appendix A, which is made a part of this Agreement as if herein written. This Agreement is for acceptance within forty-five (45) days from December 12, 1991.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all applicable balances unpaid after thirty (30) days from applicable invoice date.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of December 12, 1991.

WITNESS:

Judy L. Foster

ACCEPTED FOR
CITY OF SUGAR HILL

By: George Haggard

George Haggard
(Please print or type)

Title: Mayor

Date: 12/13/91

WITNESS:

Judy L. Foster

ACCEPTED FOR
HENSLEY-SCHMIDT, INC.

By: R. Frank Meaders

R. Frank Meaders, RLS

Title: Vice President

Date: December 12, 1991

General Provisions

1. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" H-S will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but H-S does not guarantee the contractor's performance, nor does H-S assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
2. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of H-S.
3. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of H-S shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
4. In the event of termination of the Agreement, H-S shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
5. It is understood and agreed that the maximum liability of H-S with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount of professional errors and omissions insurance carried by H-S.
6. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
7. If included in "Scope of Services," H-S will prepare an estimate of the probable construction cost of the project. Since H-S has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, H-S's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. H-S cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by H-S. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
8. The purchaser of services from H-S shall pay any applicable state sales tax in the manner and amount required by law.
9. This Agreement shall be assignable by H-S to any company or firm with whom it merges or otherwise forms a consolidation.



Fee breakdown will be 50% (\$82,500) for work Items 1-9 (Design and Bidding) and 50% (\$82,500) for work Item 10-17 (Construction Administration).

Payments for work Items 1-9 (Design and Bidding) will be invoiced in four monthly installments as follows. Payment 1 will be invoiced 30 days following execution of this Agreement.

Payment 1	\$35,000
Payment 2	\$35,000
Payment 3	\$12,500
Total	\$82,500

Payments for work Items 10-17 (Construction Administration) will be billed in eight monthly installments as follows. Payment 1 will be invoiced 30 days after notice to proceed has been given to Contractor.

Payment 1	\$15,500
Payment 2	15,000
Payment 3	7,000
Payment 4	7,000
Payment 5	7,000
Payment 6	7,000
Payment 7	7,000
Payment 8	7,000
Payment 9	10,000
Total	\$82,500

Total Lump Sum Fee: \$165,000.00



Agreement for Engineering and Surveying Services

To: City of Sugar Hill (CLIENT)
4988 N. Broad Street
Sugar Hill, GA 30518

- 1. Hensley-Schmidt, Inc. (H-S) will provide professional engineering and surveying services in connection with the Sugar Hill zoning maps.
2. H-S will perform the following services:
a. Update zoning maps at City's request.
b. Provide updated zoning maps on quarterly basis.
3. For services designated above, H-S will be paid on an hourly rate basis of \$40.00 per hour with anticipated cost not to exceed \$300 per month. Direct expenses will be reimbursed as outlined in Appendix B.
4. Invoices will be submitted and payable monthly.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1 1/2%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A and B, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from December 10, 1991.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR CITY OF SUGAR HILL

By: [Signature]
George Haqqard
(Please Print or Type)

Title: Mayor

Date: 12/13/91

ACCEPTED FOR HENSLEY-SCHMIDT, INC.

By: [Signature]
R. Frank Meaders, RLS

Title: Vice President

Date: December 11, 1991

General Provisions

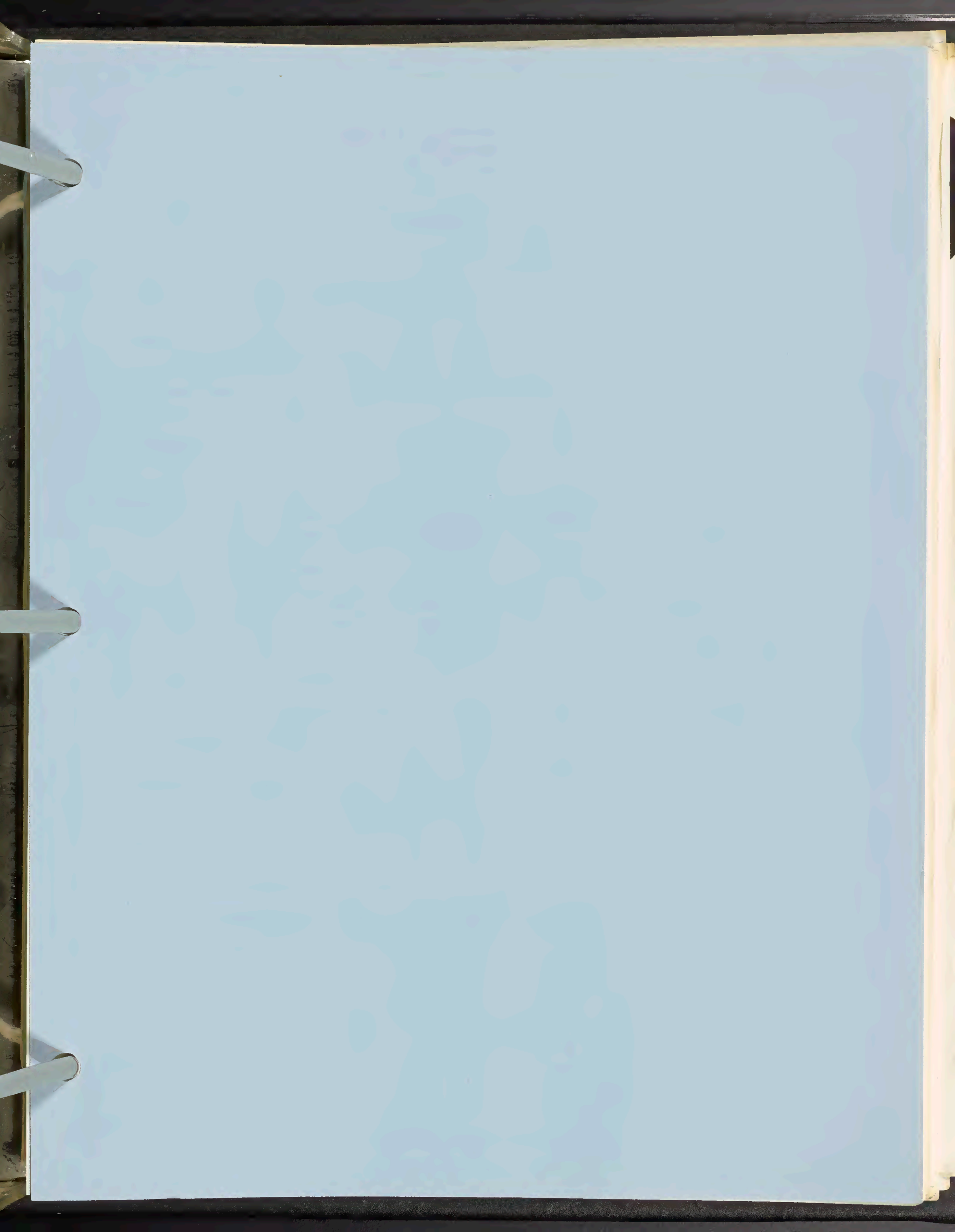
1. Salary costs shall be defined as salaries and wages paid to all H-S's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay; and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" H-S will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but H-S does not guarantee the contractor's performance, nor does H-S assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. Neither the CLIENT nor H-S shall assign, sublet, or transfer interest in this Agreement without prior written consent of the other party hereto.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of H-S shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, H-S shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
7. It is understood and agreed that the maximum liability of H-S with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount the CLIENT agrees herein to pay H-S for services to be performed hereunder, and no default or breach of covenant or duty shall impose or subject H-S to a greater liability.
8. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
9. If included in "Scope of Services," H-S will prepare an estimate of the probable construction cost of the project. Since H-S has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, H-S's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. H-S cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by H-S. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
10. The purchaser of services from H-S shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by H-S to any company or firm with whom it merges or otherwise forms a consolidation.

Direct Expenses

Mileage at 27.5¢ per mile

Direct Expenses Reimbursable at Cost Plus 10 Percent

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.



MAYOR & COUNCIL MEETING
MONDAY, DECEMBER 9, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.

Committee Reports

- A) Planning & Zoning Board
- B) Appeals Board
- C) Recreation Board
- D) Budget & Finance

Old Business

- A) 1992 Budget Proposal

New Business

- A) Rezoning Request - Kent Starke - Peachtree Industrial
- B) Mr. Tubbs - Commercial Building Permit
- C) Gwinnett Sanitation Increases
- D) Landfill Charges
- E) Gwinnett Annual Report
- F) Appointment to the Gwinnett Co. Airport Safety Committee
- G) Sewer System Inspection by EPD
- H) Miscellaneous Requests

City Manager's Report

- A) CDBG Funds
- B) Vandalism at the Park

City Clerk's Report

Director of Golf's Report

- A) Golf Course Construction Update
- B) Equipment and Supply Requests

Council Reports

Citizen's Comments

Swear in New Council Members & Board Members

Adjournment

Reception

MAYOR & COUNCIL MEETING
MONDAY, DECEMBER 9, 1991
7:30 P.M.

M I N U T E S

Notice posted at City Hall on Friday, December 6, 1991 at 12:00 noon.

In attendance: Mayor George Haggard, and Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:42 p.m. by Mayor Haggard. Mayor Haggard apologizes for the delay of the meeting.

Mayor Haggard calls for a moment of silence followed by the pledge to the flag led by Council Member Hawthorne.

Minutes

Council Member Morris moves to approve the minutes from last month's Council Meetings. Second to the motion by Council Member Everett. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson reads the minutes from last month's Planning & Zoning Board Meeting.

Appeals Board

There was no Appeals Board Meeting held last month.

Recreation Board

Council Member Queen states that she has nothing to report.

Budget & Finance

Council Member Hawthorne gives a report of the city's financial position after 11 months of operations in this fiscal year. The city has an overall favorable balance of \$339,876 after all adjustments. Refer to financial report.

1992 Budget Proposal

Mayor Haggard suggests delaying the adoption of the 1992 Budget until January so that the two new Council Members will have more time to review the proposal. Discussion is held on this matter. Council Member Everett moves to adopt the 1992 Budget as proposed by the Director of Finance and the new Council Members will have a chance to amend it after the first of the year. Refer to budget proposal. Second to the motion by Council Member Davis. Vote 3 for, 2 opposed - Council Members Hawthorne and Queen. Motion carried 3 to 2.

Rezoning Request - Kent Starke - Peachtree Industrial Blvd.

Planning & Development Director Ken Crowe states that Mr. Starke is requesting to rezone 9 acres from HM-1 to RS-100. This property

**MAYOR & COUNCIL MEETING
MONDAY, DECEMBER 9, 1991
MINUTES, CONT'D.
PAGE 2**

is contingent to the Parkview North Subdivision and would be like another phase to that subdivision. The Planning & Zoning Board recommended approval for this rezoning with the following conditions, which Mr. Starke agreed to: Minimum of 1,600 square feet homes, sodded yards, street lights, underground utilities and an 80 foot buffer. Mr. Crowe states that 2 variances will have to be obtained before this property can be developed. The curve coming into the subdivision is more severe than our regulations allow and there are 7 lots in the flood plain which are not in compliance with our regulations. Council Member Morris asks how far this property is located off Peachtree Industrial. Mr. Starke states that it is less than half a mile from Peachtree Industrial. Mr. Starke states that it is his intent to develop this subdivision. However, depending on any problems which may occur, he may choose to sell the lots to individual builders. More discussion held on this matter. Council Member Hawthorne moves to accept the recommendation of the Planning & Zoning Board to rezone the property from HM-1 to RS-100 with the conditions stipulated earlier. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Tubs - Commercial Building Permit

Planning & Development Director Ken Crowe states that J.C. Henry is requesting approval of his plans to build a fiberglass bathtub factory on North Price Road. This project is part of a small industrial park that was developed without a detention area and each individual lot is required to furnish their own detention area, if necessary. There have been two lots developed in this park and neither required a detention area because they were such large lots. The last two lots will require detention areas. There was a detention pond built on Robert Dodd's property and Mr. Henry wants to utilize this pond for his detention area. However, this pond is not adequate for Mr. Henry's detention area. A study has been completed on the pond to see what would have to be done to make it adequate. Secondly, there are no easements around the pond. Mr. Dodd has agreed to sign easement agreements once he knows specifics on the detention pond. Council Member Everett moves to issue a building permit to J.C. Henry with the condition that no C.O. will be issued until an as-built study of the pond is approved and easements around the pond and along the drainage ways are recorded. Second to the motion by Council Member Morris. Vote unanimous.

Gwinnett Sanitation Increases

City Manager Kathy Williamson states that Gwinnett Sanitation is planning an overall increase on sanitation rates of 10% beginning next year. This would increase residential rates from \$7.35 to \$8.05 per customer. The cost to subsidize the residential increase would be \$23,875 per year. Discussion held on this matter. Council Member Everett moves to table this matter until he and Council Member Morris has a chance to meet with Gwinnett Sanitation to negotiate this increase. Second to the motion by Council Member Queen. Vote unanimous.

Landfill Charges

City Manager Kathy Williamson states that this Ordinance would permit the city to charge a surcharge of \$1.00 per ton of garbage dumped at the landfill. The city would receive these funds and this will be coordinated with the Solid Waste Plan which has to be adopted by July of 1992. Refer to Ordinance. Council Member Hawthorne asks if the Solid Waste Plan will specify how and when this money can be utilized. Mrs. Williamson states yes, the funds will be placed in an escrow account. Council Member Hawthorne moves to adopt the Ordinance as written. Second to the motion by Council Member Morris. Vote unanimous.

Gwinnett Annual Report

City Manager Kathy Williamson states that the city has placed an ad in the Gwinnett Annual Report of the Atlanta Journal/Constitution for the past two years and they are requesting we do so again for 1992. Refer to brochure on the costs for the ads. Mayor Haggard asks Mrs. Williamson to obtain more information on this matter and report back to the Council next month.

Appointment to the Gwinnett Co. Airport Safety Committee

City Manager Kathy Williamson states that the Gwinnett County Airport Authority has asked for a representative of the city to serve on the Airport Safety Committee. Mrs. Williamson recommends Jim Stanley for this position since he has his pilots' license. Council Member Queen moves to appoint Mr. Stanley to this Committee. Second to the motion by Council Member Morris. Mayor Haggard asks Mr. Stanley if he would accept this appointment. Mr. Stanley states that he would be honored to accept this appointment. Vote unanimous.

Sewer Inspection by EPD

City Manager Kathy Williamson states that the city requested EPD to come out and do a full inspection of our sewer collections system. This was completed on November 18 and 19 and a copy of the letter submitted by EPD following this inspection is enclosed in the department reports for November 1991. Mrs. Williamson reads this letter which finds the sewer collections system in satisfactory condition with only a few minor corrections to be made for an optimum system. Mrs. Williamson states that the city paid \$21,094 in 1989 and \$27,300 in 1990 to electrician Dwight Oliver for repairs to lift stations and in 1991 this dropped to \$5,586. Mrs. Williamson states that this is due to the continuing education in that department and commends Donna Zinskie and Ralph Terry for their accomplishments.

Miscellaneous Requests

Council Member Hawthorne moves to authorize the funds for the miscellaneous requests, including one additional tire for the backhoe. Refer to memo. Second to the motion by Council Member Queen. Vote unanimous.

CDBG Funds

City Manager Kathy Williamson states that she and Council Member Queen will attend a meeting tomorrow with the Gwinnett County Community Development Block Grant Program to receive a grant of \$50,000 which will be used in Hillcrest Woods to correct drainage problems.

Vandalism at the Park

City Manager Kathy Williamson states that vandalism is continuing at the park and Ray Deaton has given a memo to the Council with specific problems he is experiencing. Refer to memo. Mrs. Williamson states that the police were called to the park one day and filed a report with the names of the kids causing these problems. They have suggested the city prosecute these kids through the Gwinnett County Juvenile Court System. Council Member Queen states that the Recreation Board is begging for the Council's support in this matter. Discussion held on this matter. Council Member Hawthorne moves to authorize the City Manager to prosecute these kids through the juvenile court system. Second to the motion by Council Member Davis. Vote unanimous.

Golf Course Construction Update

Acting Director of Golf Wade Queen states that he has enclosed an update of the golf course construction in the Council packets. Refer to memo. The cart paths have all been paved and only the parking lot and Club Drive is left to be paved.

Equipment and Supply Requests

Acting Director of Golf Wade Queen states that he has obtained bids for a greens mower for the golf course. Refer to bids. Discussion held on this matter. Council Member Hawthorne moves to authorize the funds to purchase the Toro greens mower with the hydraulic leak detector from Turf Care Products. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Queen states that flags, cups and graphics are needed at the golf course. Refer to bids. Council Member Hawthorne moves to authorize the funds to purchase the supplies from Turf Care Products for \$7,751.21 since they had the low bid. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Queen is requesting to purchase 100,000 square feet of sod to lay where he is having some erosion control problems. The lowest bid he received for the sod was for .13¢ per square foot. The company submitting this bid will guarantee the sod to live and 95% will come out of dormancy and live in the spring. Council Member Hawthorne asks Mr. Queen that if the sod does not live, will they pull up and replace the sod themselves. Mr. Queen states yes, he has this in writing. Council Member Hawthorne moves to authorize Mr. Queen to purchase \$13,000 worth of sod to be utilized for erosion control at the golf course. Second to the motion by Council Member Morris. Vote unanimous.

Council Reports

Council Member Queen reports that the annual Children's Christmas Party will be held this Thursday, December 12 at 7:00 p.m. and she invites everyone to bring their children out to see Santa and have cookies and punch and sing carols.

Council Member Queen makes a public apology to David Banks for the action taken at a Public Hearing held on November 26, concerning his absentee ballot. She states that she is no handwriting expert and she has no authority to make the decision she was forced to make.

Council Member Hawthorne asks what action has been taken to hire a new Director of Golf. Council Member Morris states that he has not discussed this matter with the City Manager yet because he is satisfied with Mr. Queen's performance at this time.

Council Member Morris also apologizes to David Banks for the action taken at the Public Hearing. He states that he knows Mr. Banks voted his own ballot and he is not questioning whether or not the ballot is legal. He states that he is no handwriting expert either and he sometimes signs his name differently.

Mayor Haggard also apologizes to David Banks and his family for the action taken at the Public Hearing.

Mayor Haggard commends City Manager Kathy Williamson for her continued support with the United Way Campaign. He received a letter of recognition from Gene Urssery concerning this matter.

Mayor Haggard states that he received letters of resignation from Steve Price, who serves on the Planning & Zoning Board, and Sandy Gum, who serves on the Recreation Board. Mayor Haggard asks that any recommendations for replacements need to be made to him in writing.

Mayor Haggard recognizes the attendance of Wayne Hill who is running for Chairman of the Gwinnett County Commissioners.

Mayor Haggard wishes everyone a Merry Christmas and Happy New Year!

Citizen's Comments

Resident Barbara Hoover asks the Council to try and work recycling in with the sanitation increase when they meet with Gwinnett Sanitation. City Manager Kathy Williamson states that this matter is being reviewed.

Ms. Hoover also asks how much money Jane Payer is costing the city by contesting the election. Mrs. Williamson states that the city has not yet been billed by the City Attorney and she has no figures to present at this time.

MAYOR & COUNCIL MEETING
MONDAY, DECEMBER 9, 1991
MINUTES, CONT'D.
PAGE 6

Resident David Banks states that he accepts Council Members Queen and Morris' apologies. However, he is still unsure what happened at that public hearing. City Attorney Lee Thompson states that Ms. Payer would have to prove at least 22 discrepancies in order to overturn the election results. This did not happen, therefore, the election results still stand. Mr. Banks asks what was questioned about his ballot. Mr. Thompson states that the Council felt the signatures on the application for absentee ballot and the oath envelope did not appear to be the same. Discussion was held on this matter. Mr. Banks asks if any Council Member involved in this decision is a handwriting analyst. The Council replied no.

Resident Melinda Petruzzi asks if anyone has contacted the parents of the children who have been vandalizing the park. Mrs. Williamson states that she has not and she is unsure if the police contacted their parents. Discussion is held on this matter. There is a general consensus to try to contact the parents of these children before taking any legal action.

Presentations to Outgoing Council Members

Mayor Haggard presents a token of appreciation to Council Members Hawthorne and Queen for their 8 years of dedicated service to the city.

Swear In New Council Members and Board Members

Ted Poole, Minister of Sugar Hill United Methodist Church, swears in James B. Stanley, Jr. as Council Member. City Attorney Lee Thompson swears in Steven Bailey and Reuben Davis as Council Members. He also swears in Melinda Petruzzi to serve on the Planning & Zoning Board and Bob Karsten to serve on the Appeals Board.

Mayor Haggard asks Mr. Poole to give a short invocation.

Recess

Council Member Hawthorne moves to recess the Council Meeting in order to hold a reception and an Executive Session with the City Attorney to discuss pending litigation. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 9:15 p.m.

Meeting reconvened at 10:27 p.m.

Conference for Greens Superintendent

Acting Director of Golf Wade Queen is requesting the funds to send Greens Superintendent Jeff Hefner to New Orleans for a 4 day conference. This is necessary for Mr. Hefner to keep his points as a certified greens superintendent. Mr. Queen estimates the cost to be approximately \$1,000. Council Member Hawthorne moves to authorize the funds to send Mr. Hefner to this conference. Second to the motion by Council Member Morris. Vote unanimous.

MAYOR & COUNCIL MEETING
MONDAY, DECEMBER 9, 1991
MINUTES, CONT'D.
PAGE 7

City Manager's Vacation

City Manager Kathy Williamson is requesting to take her vacation from December 26 - January 1. Council Member Queen moves to allow the City Manager to take her vacation as requested. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Queen dismisses herself from the meeting.

Salary Increases for Wade Queen and Ken Crowe

Discussion is held on salary increases for Wade Queen and Ken Crowe. Council Member Davis moves to authorize a 10% increase for Ken Crowe. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Davis moves to authorize a 10% increase for Wade Queen. Second to the motion by Council Member Morris. Vote 3 for, 1 abstains - Council Member Hawthorne. Motion carried.

Adjournment

Council Member Morris moves to adjourn the meeting. Second to the motion by Council Member Hawthorne. Vote unanimous.

Meeting adjourned at 10:50 p.m.

Judy L. Foster

11 MONTHS YTD 1991 F

INITIALS	DATE
PREPARED BY	
APPROVED BY	

	1	2	3	4	5	6
FUND	MONTH REVENUE	YTD REVENUE	MONTH EXPENSE	YTD EXPENSE		YTD VARIANCE
General	\$ 28,835	\$ 667,050	\$ 48,811	\$ 571,480		\$ 95,570
Sanitation	21,310	207,765	20,814	215,001		< 7,236 >
Gas	69,125	1,323,248	69,856	857,141		464,127
Water	44,494	542,743	49,823	538,717		4,026
St. + Bridge	538	77,752	8,440	119,366		< 41,614 >
Sewer	25,355	251,299	17,201	236,503		14,796
TOTAL ABOVE	189,657	3,069,877	214,945	2,538,208		531,669
Golf Course	- 0 -	- 0 -	28,205	233,373		< 233,373 >
SUB TOTAL	189,657	3,069,877	243,150	2,771,581		298,296
other revenue sewer tap fees	6,421	591,580				591,580
other expenses 1989 Bond (prin. + int.)	-	-	50,000	550,000		< 550,000 >
GRAND TOTAL	\$ 196,078	\$ 3,661,457	\$ 293,150	\$ 3,321,581		\$ 339,876

DMT
12/7/91

B U D G E T O R D I N A N C E

AN ORDINANCE TO ADOPT A BUDGET FOR THE CITY OF SUGAR HILL,
GEORGIA, FOR THE FISCAL YEAR 1992.

The Council of the City of Sugar Hill hereby ordains that
the Budget presented to it by the City Manager, a copy of which
is attached hereto and made a part hereof by reference, pursuant
to Section 6.33 of the Charter of the City of Sugar Hill, is hereby
approved for the Fiscal Year 1992.

IT IS SO ORDAINED this 9th day of December, 1991.

ATTEST:

Judy Foster
City Clerk

George Azzano
Mayor

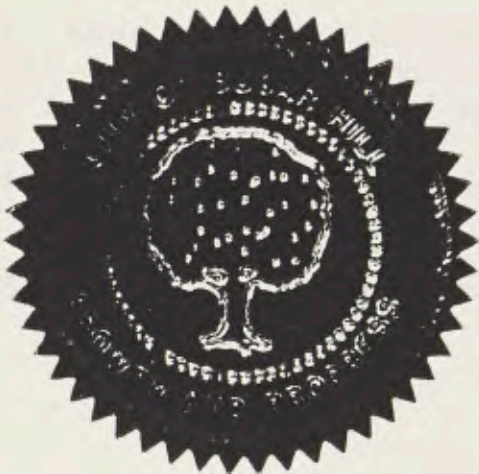
Bobbie Queen
Council Member

David L. Howell
Council Member

Reuben G. Davis
Council Member

Roger E. Smith
Council Member

Thomas C. Morris
Council Member



TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: DECEMBER 9, 1991

RE: SECOND DRAFT OF 1992 OPERATING BUDGET

=====
Attached is the second draft of the 1992 operating budget for your review. It contains all changes resulting from the November meeting. I fully intend to prepare a comprehensive 12 month operating plan to be added to the formal operating budget, once it has been appropriated. This plan will contain all expected cash requirements for the City of Sugar Hill.

I have attached to the budget the twelve month breakdown budget for the golf course as given to me by Wade Queen. He stated that the detail backup for the totals are not available as of yet but the totals were given to add to the budget. If you have any questions regarding the golf course budget section, it is best to ask Wade, since he is the one who completed it.

Should you have any questions, please feel free to ask.

THE 1992 BUDGET
FOR THE
CITY OF SUGAR HILL, GEORGIA

DRAFT #2

1992

OFFICIALS OF
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor

Steven Bailey, Council Member

Reuben Davis, Council Member

Roger Everett, Council Member

Thomas Morris, Sr. Council Member

James Stanley, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager

Sandra Richards, Director of Finance

Wade Queen, Acting Director of Golf

CITY CLERK

Judy L. Foster

Sugar Hill City Government
Sugar Hill, Georgia
Proposed Budget for the Fiscal Year 1992

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SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01-LEGISLATIVE

Service Statement

Sugar Hill is served by five City Council Members and a Mayor. The Mayor and all Council Members are elected at large. The Mayor-Pro-Tem is elected by the Council.

The Mayor and Council serve as the community's legislative body, responsible for enacting ordinances, appropriating funds to conduct City business and providing policy direction to City staff. The Mayor and Council appoints the City Manager, City Clerk, City Attorney, Superintendent of Elections, Municipal Judge, City Auditors, Director of Golf, and designates the City's legal organ.

The City Council provides policy direction and leadership to the City organizations; to serve as a liaison between the City and a variety of committees, boards, commissions, and citizens groups considering community issues.

Goals and Objectives:

- 1). To provide positive leadership to the City organization
- 2). To publicly consider, discuss, and vote on matters of concern to the municipal corporation and to the City of Sugar Hill.
- 3). To continue to encourage citizens input in the Council's decision making process.
- 4). To maintain and improve the equality of municipal services.
- 5). To improve the economic health of Sugar Hill and enhance the City's fiscal health.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Mayor	Elected	1	1	1
Council Members	Elected	5	5	5
TOTAL		6	6	6

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - LEGISLATIVE

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Mayor & Council Stipend	\$8,108	\$8,100	\$8,100
Mileage Allowance	200	2,500	2,500
Council Meeting Supplies	0	1,000	1,000
Operation & Education	4,500	6,040	5,790
%MA (Gwinnett) Meetings	0	0	400
TOTAL	\$12,808	\$17,640	\$17,790

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - MUNICIPAL COURT

Service Statement

The Municipal Judge shall maintain law and order in the City to solve disputes and to comply with the Constitution of the United States and the laws of the State of Georgia.

Goals and Objectives:

To improve the operation and efficiency of the administration of the City ordinances.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Judge	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$ 0	\$ 250	\$ 750
TOTAL	\$ 0	\$ 250	\$ 750

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - CITY ATTORNEY

Service Statement

The City Attorney is appointed by and serves at the pleasure of the City Council and the various City operating departments, as well as representing the City in all litigation matters. The City Attorney also serves in an advisory capacity by interpreting federal, state, and local laws as they pertain to the conduct of City business and services.

Goals and Objectives:

- 1). To provide timely, expert and cost effective legal services to the City Council and the City staff.
- 2). To effectively represent the interests of the City in all litigation matters.
- 3). To reduce litigation costs, damages, and insurance claim costs.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Attorney	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Attorney Fees	\$28,525	\$12,500	\$12,500
TOTAL	\$28,525	\$12,500	\$12,500

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - REGISTRAR SERVICES

Service Statement

The Voter Registrar is responsible for scheduling, supervising, and advertising of all Municipal Elections to insure compliance with State and Federal Codes and to keep the Voter Registration List updated to current status.

Goals and Objectives:

To staff, structure and manage State and Federal elections ethically by all Municipal, State and Federal voting regulations.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Voter Registrar	Appointed	1	1	1
Deputy Registrars		4	4	4
TOTAL		5	5	5

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personnel Services	\$1,034	\$ 900	\$ 900
Election Operation	394	785	-0-
TOTAL	\$1,428	\$1,685	\$ 900

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

Service Statement

In reference to the City Charter, the Mayor and Council can appoint qualified citizens to serve on the following committees and boards of the City:

- 1) Recreation Board
- 2) Planning & Zoning Board
- 3) Planning & Zoning Board of Appeals
- 4) Sugar Hill Festival Committee

Their responsibility is to study information and to give recommendations to the Mayor and Council.

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
E.E. Robinson Park Funding	\$21,383	\$27,500	\$25,000
Postage			
Sugar Hill Festival	\$ 1,466	1,500	\$ 1,500
TOTAL	\$22,849	\$29,000	\$26,500

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - CITY MANAGER'S OFFICE

Service Statement

The City Manager is appointed by the Mayor and Council and is responsible for the execution of policies, directives and legislative action of the Mayor and Council. Additionally, the City Manager oversees the preparation of the annual operating and capital budgets, for the Mayor and Council to supervise the expenditures of appropriated funds, to be responsible for the administrations of all personnel policies including salaries and to be responsible for the employment and discharge of personnel.

Generally, the City Manager is to ensure that the affairs of the City are conducted in an effective and responsible manner to the benefit of the residents of the City.

Goals and Objectives:

To promote and maintain a safe, pleasant environment within the community by providing effective ethical management and efficient delivery of public services throughout the execution of policies established by the Mayor and Council.

Authorized Positions:

	GRADE	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
City Manager	Appointed	1	1	1
TOTAL		1	1	1

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personnel Services	\$48,826	\$50,279	\$53,910
Vehicle Expense	737	1,000	1,000
Operation & Education	1,000	1,847	2,680
Dues	510	618	618
TOTAL	\$51,073	\$53,744	\$58,208

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - FINANCE & ADMINISTRATION

Service Statement

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions and service of customers. Finance is responsible for all revenue collections, including taxes, utilities and all permits, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council. The Administration Department is responsible for utility and tax billing, issuing business licenses, registering voters, and renting the Community Center and Park Pavilion.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City fi fa's on delinquent tax accounts; publishes a quarterly newsletter to all residents of the City; is the City's official court recorder and keeper of all City Court records.

Goals and Objectives:

- 1) Administers accounts payable and receivable to achieve increased funding for capital projects.
- 2) Continue to improve organization of accounts payable, purchasing, payroll and the collection of receivables
- 3) To strive to keep accounts current, but to implement a delinquent collection system.
- 4) To continue to work on the improvement of records management.
- 5) To assist the Mayor and Council and City Manager's Office.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - FINANCE & ADMINISTRATION

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
City Clerk	1	1	1
Finance Director	0	1	1
Accounts Payable Clerk	1	1	1
Customer Service Rep/Cashier	2	2	2
Postal Clerk	1	1	1
Utility Billing Supervisor	1	1	1
TOTAL	6	7	7

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$142,011	\$160,098	\$182,494
Audit Services	8,992	8,700	8,700
Supplies & Materials	16,812	17,000	11,000
Equipment Operation & Maint.	3,912	2,500	12,500
Dues	4,617	2,400	4,844
Operation & Education	17,123	12,500	3,600
Mileage	200	150	150
Postage	9,661	9,500	10,100
Shortage/Overage	0	0	0
Bank Charges	168	250	250
Consultants Fees	7,403	4,000	4,000
Workers Comp Insurance	21,840	24,000	24,000
Legal Advertising	3,684	800	500
TOTAL	\$236,426	\$241,898	\$262,138

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - BUILDING INSPECTIONS

Service Statement

The Building Inspection office enforces City codes and ordinances from the beginning of construction projects through the final stages of construction; inspecting all building, plumbing, electrical and mechanical plans submitted to verify layouts conform with City, County, and State codes. All building permits are issued for additions, alterations, repair, removal, demolition and erections of any building in the City.

After construction, inspections are done to all commercial buildings to verify that all buildings are kept in a safe and sanitary condition in compliance with the Southern Standard Building Code.

Goals and Objectives:

The goal for the department is to see that each and every building has been permitted and is inspected to insure that all codes applicable are adhered to.

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Chief Building Inspector	1	1	1
Building Inspector	1	1	1
Administrative Clerk	1	1	1
TOTAL	3	3	3

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Personal Services	\$ 74,091	\$ 73,855	\$ 79,200
Supplies	2,172	2,700	2,000
Vehicle Maint.	2,288	1,000	1,500
Operation & Education	0	1,000	1,000
Miscellaneous	716	500	500
Uniforms	0	0	350
TOTAL	\$ 79,267	\$ 79,055	\$ 84,550

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - PRISON DETAIL

Service Statement

The City contracts a prison detail from the State. These prisoners are trustees assigned to work in the City Park, picking up the weekly City trash, and mowing right-of-ways.

The City employs these prisoners to provide a variety of services to the residents at minimal cost.

This detail is under the direction of the City Marshall.

Authorized Positions:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Prison Guard	1	1	1
Prison Detail	10	10	10
TOTAL	11	11	11

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Prison Guard	\$ 16,958	\$ 20,000	\$ 23,000
Tools & Equipment	1,743	2,000	1,500
Equipment Repair	1,329	1,500	1,500
Prison Bus Maint.	2,740	2,000	2,000
TOTAL	\$ 22,770	\$ 25,500	\$ 28,000

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - PUBLIC LANDS AND BUILDINGS

The City owns three (3) rental houses and 40 acres for future landfill expansion.

At this time, the City does not have in-house maintenance personnel for the upkeep of these properties.

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall
- 6) 34 Acres as leased landfill on Hillcrest Rd
- 7) 268 Sewer Treatment Facility and Golf Course on Suwanee Dam Rd

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Repair & Maintenance			
Level Creek Rental	\$ 283	\$ 500	\$ 500
Highway 20 Rental	253	250	500
Hillcrest Rental	0	250	250
City Hall	8,377	3,500	2,000
Community Center	0	1,000	500
Utilities			
City Hall	4,861	5,500	4,500
Community Center	1,844	2,000	2,000
Property & Liability Ins.	13,266	18,200	45,000
TOTAL	\$ 28,884	\$ 31,200	\$ 55,250

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 01 - MISCELLANEOUS

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
Coffee & Vending Service	\$ 1,267	\$ 650	\$ 700
Radio Equipment	0	1,200	1,400
Radio Equipment Maint.	1,652	1,500	1,680
Radio Transmitting Fee	0	0	1,248
Janitorial Supplies	1,095	500	1,000
Janitorial Fee	0	0	3,500
Answering Service	0	0	2,000
Miscellaneous	6,985	5,000	2,500
Vehicle Gas & Oil (consolidated)			18,672
TOTAL	\$ 20,136	\$15,850	\$32,700

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

THE FOLLOWING ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR THE 1992 GENERAL FUND BUDGET

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Property Tax-Current	\$204,404	\$220,000	\$225,000	\$252,000
30200 Property Tax-Prior	28,255	25,645	55,000	35,000
30300 FIFA, Penalties & Int.	203	250	200	200
30800 Intangible Tax	4,906	8,000	2,500	3,000
31200 Ad Valorem Tax	38,747	35,000	40,000	40,000
32100 Georgia Power Tax	76,255	75,000	99,578	100,000
32200 Southern Bell Tax	18,041	15,500	17,706	18,000
32300 Cable TV Tax	8,860	8,000	11,000	11,000
32600 Insurance Premium Tax	76,935	72,000	137,045	140,000
33100 Real Estate Transfer Tax	2,800	5,500	3,000	3,000
33200 Beer and Wine Tax	15,115	12,000	15,000	15,000
35000 Business License Fees	38,547	40,000	40,500	42,000
35200 Rezoning & Annex. Fees	1,350	1,200	3,000	2,750
35400 Qualifying Fees	132	100	288	0
35600 Service Charge	1,281	1,500	1,000	1,000
35700 Yard Sale Permits	210	125	170	150
35800 Marshall/Court Fines	0	150	1,400	1,400
36000 Interest Earned	77,514	3,500	52,000	10,000
37000 Level Creek Rent	3,400	3,000	3,000	3,000
37100 Highway 20 Rent	4,400	4,800	4,800	4,800
37400 Sale of Maps, Ords, Etc.	291	400	350	400
37500 Sale of Assets	10,631	2,500	5,700	2,000
37600 Utility Bill Penalties	35,164	32,000	38,000	40,000
38000 C.D.B.G Grant	0	0	20,291	0
38200 Miscellaneous	24,076	1,000	900	1,000
38300 Comm Ctr. Rental	856	500	580	600
38600 Sugar Hill Festival Rev.	0	0	1,700	0
39000 Inspection revenue				
39100 Building Permits	65,574	50,000	56,000	30,000
39200 Mobile Home Permits	6,310	4,500	3,200	2,500
39700 Development Permits	3,125	4,000	8,200	4,000
39900 Miscellaneous	309	200	0	200
TOTALS	\$747,691	\$626,370	\$847,108	\$763,000

GENERAL FUND - EXPENDITURES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	175,154	160,098	171,564	165,842
40300 Deferred Comp.	0	0	5,136	4,800
40500 Bonuses	370	6,507	6,500	6,545
40600 Employer FICA	16,263	12,412	18,792	16,950
40800 SUTA	2,129	3,894	1,788	1,617
40900 Retirement	5,345	10,895	8,322	12,515
41000 Group Insurance	29,789	19,740	33,588	51,704
41100 GMA(Gwinnett)	0	0	367	400
41200 Training & Travel	12,588	10,541	10,500	13,070
42000 Mayor & Council Stipend	8,108	8,100	8,100	8,100
42400 Registrar Services	1,034	900	900	900
42600 City Election	394	785	750	0
42800 Coffee & Vending	1,267	650	1,000	700
42900 Mileage Allowance	3,013	2,650	2,650	2,650
43000 Vehicle #201 Maint.	737	1,000	400	1,000
43100 Vehicle Gas & Oil (consolidated)				18,672
43400 Data Processing Supplies	4,736	5,000	1,500	3,500
43600 Office Supplies	5,884	5,000	2,000	3,500
43800 Printing	6,192	4,000	4,000	4,000
43900 Dues, Publ. & Subsc.	4,617	3,018	5,500	5,462
44000 Postage	9,661	9,650	10,100	10,100
44200 City Hall Maint.	8,377	3,500	1,700	2,000
44300 Comm Ctr. Maint.	0	1,000	300	500
44400 Level Creek Rental Maint.	283	500	430	500
44500 Hillcrest Rental Maint.	0	250	150	250
44600 Highway 20 Rental Maint.	253	250	975	500
45000 Office Equipment	4,075	3,000	40,000	3,000
45200 Office Equipment Maint.	3,912	2,500	2,500	2,500
45400 Radio Equipment	0	1,200	1,400	1,400
45600 Radio Equipment Maint.	1,652	1,500	1,000	1,680
45800 Radio Transmitting Fee	0	0	1,000	1,248
45900 Operation of City Court	0	250	500	750
46000 City Hall Utilities	4,862	5,500	4,000	4,500
46200 Comm Ctr Utilities	1,800	2,000	1,600	2,000
46400 Audit	8,992	8,700	8,700	8,700
46600 Attorney Fees	28,524	12,500	10,000	12,500
46800 Legal Advertising	3,683	800	500	500
47000 Consultants Fees	7,403	4,000	3,000	4,000
47200 Prop & Liab Ins.	13,266	18,200	40,000	45,000
47400 Workers Comp Ins.	21,840	24,000	22,000	24,000

GENERAL FUND - EXPENDITURES, Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
47700 Shortage/Overage	108	0	300	0
47800 Bank Charges	168	250	250	250
48200 Sugar Hill Festival Exp.	1,466	1,500	2,370	1,500
48300 Answering Service	0	0	1,700	2,000
48500 Telephone	9,137	7,000	6,000	7,000
48600 C.D.B.G Expense	11,119	0	21,000	0
48800 City Park Funding	21,383	27,500	27,500	25,000
49000 Prison Guard	16,958	20,000	21,000	23,000
49200 Prison Detail Tools, Etc.	1,743	2,000	600	1,500
49400 Prison Detail Equip Maint.	1,329	1,500	800	1,500
50000 Veh. #207 Prison Bus Maint	2,740	2,000	2,000	2,000
52500 Miscellaneous	6,895	5,000	2,500	2,500
52600 Council Meeting Supplies	0	1,000	1,000	1,000
53000 Janitorial Supplies	1,095	500	1,000	1,000
53100 Janitorial Fee	0	0	2,000	3,500
55000 Inspection Expenses				
55100 Salaries & Wages	37,342	55,791	64,536	65,726
56100 Uniforms	0	0	300	350
56200 Inspection Supplies	2,172	1,000	1,100	1,000
56500 Office Supplies	0	1,700	750	1,000
56800 Development Plan Review	0	0		0
57000 Veh. #211 Maint.	1,435	500	400	1,000
58000 Veh. #203 Maint.	0	0	0	500
59000 Inspection Miscellaneous	716	500	250	500
TOTALS	\$512,009	\$482,231	\$590,668	\$589,381

ENTERPRISE FUNDS

Enterprise Funds are used to account for operation that are financed and operated in a manner similar to private business enterprises. The intent of the Mayor and Council is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the City Council has decided that periodic determination of net income is appropriate for accountability purposes.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 02 - SANITATION FUND

Service Statement

The City of Sugar Hill entered into an agreement with Gwinnett Sanitation, Inc. and Button Gwinnett, Inc. to franchise the City's disposal of residential, commercial, industrial, and institutional waste. Button Gwinnett, Inc. leases the City's landfill located on Appling Road.

Goals and Objectives:

- 1) To provide Sugar Hill residents with services of consistent sanitation pick-up at a low cost.
- 2) To invite a recycling program of newspapers into dumpsters located at City Hall and to expand to eventually include aluminum and glass.

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>SANITATION REVENUES</u>			
Sanitation Revenues	\$155,917	\$168,180	\$195,000
Tipping Fees	8,453	5,000	5,250
Lease Payments	24,195	22,080	22,080
Miscellaneous	2,000	100	100
TOTAL REVENUES	\$190,565	\$195,360	\$222,430
<u>SANITATION EXPENSES</u>			
Subsidy	\$ 29,029	\$ 49,305	\$ 20,000
Commercial Sanitation	58,765	55,440	58,000
Multi-Family	10,535	6,480	10,000
Residential	100,024	106,260	115,080
Vehicle #204 Maint.	864	1,000	2,000
Vehicle #218 Maint.	326	500	1,500
Miscellaneous	318	1,000	1,000
TOTAL EXPENSES	\$199,861	\$219,985	\$207,580

*The average of new customers over the past five years is 207. The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 03 - GAS FUND

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>GAS REVENUES</u>			
Gas Revenue - Sales	\$1,200,609	\$1,525,893	\$1,650,000*
Gas Tap Fees	32,122	28,050	30,000*
Gas Meter Sales	13,481	9,075	5,000*
Extended Gas Line	1,475	1,000	1,000
Cut Gas Line Penalty	320	500	500
Miscellaneous	807	500	500
TOTAL GAS REVENUES	\$1,248,814	\$1,565,018	\$1,687,000
<u>GAS EXPENSES</u>			
Personal Services	\$ 144,866	\$ 124,700	\$ 144,674
Gas Purchase	535,875	748,415	987,347
Operation, Maint, Educ.	71,515	71,025	72,450
Supplies & Materials	68,005	41,300	90,500
Capital Contingency			
TOTAL EXPENSES	\$ 820,261	\$ 985,440	\$1,294,971

*The average of new customers over the past five years is 220.
The number to calculate gas revenue, tap fees, and meter sales
is 130 new customers.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 04 - WATER FUND

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>WATER REVENUES</u>			
Water Sales	\$464,727	\$528,528	\$631,212*
Water Tap Fees	124,075	40,700	80,500*
Water Meter Sales	10,650	3,700	7,000*
Water Backflow Sales	5,375	1,850	3,500*
Cut Line Penalties	0	1,000	1,000
Miscellaneous	256	500	500
TOTAL REVENUES	\$605,083	\$576,278	\$723,712
<u>WATER EXPENSES</u>			
Personal Services	\$131,603	\$137,838	\$300,758
Water Purchases	277,217	312,312	301,775
Operating, Maint & Educ.	34,976	17,100	22,500
Debt Service/'74 G.O Bond	7,068	10,100	10,100
Supplies & Materials	59,157	47,444	36,000
Capital Contingency			
TOTAL EXPENSES	\$ 510,021	\$ 524,794	\$ 671,133

*The number to calculate water sales is 2165 customers total (65 new customers in 1992) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 140 new services.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 05 - STREET AND BRIDGE

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>STREET & BRIDGE REVENUE</u>			
1965 State Grant	\$ 8,471	\$ 6,354	\$ 0
1967 State Grant	6,052	4,540	0
Subdivision Sign Permits	750	500	500
Subdivision Sign Sales	117	500	500
Street Sign Sales	719	1,000	1,000
Street Light Revenue	0	0	6,500
County Paving Tax	0	0	70,000
TOTAL REVENUES	\$ 16,019	\$ 12,894	\$78,500

STREET & BRIDGE EXPENSES

Personal Services	\$ 24,598	\$ 36,605	\$ 58,392
Operating & Maintenance	27,984	56,000	122,350
Supplies & Materials	822	8,850	6,500
TOTAL EXPENSES	\$ 53,404	\$101,455	\$187,242

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR THE FISCAL YEAR 1992

FUND 06 - SEWER FUND

Summary by Category:

	ACTUAL FY 1990	BUDGET FY 1991	PROPOSED FY 1992
<u>SEWER REVENUES</u>			
Sewer Revenue	\$174,537	\$195,297	\$224,747
Sewer Impact Fees	190,750	354,000	492,333*
Sewer Inspections	6,956	2,500	2,500
Construction Fund Interest	0	0	12,000
Miscellaneous	3,592	0	0
TOTAL REVENUES	\$573,635	\$551,797	\$731,580
<u>SEWER EXPENSES</u>			
Personal Services	\$ 25,292	\$ 23,211	\$ 25,622
Sewer Charges	69,180	51,840	150,000
Operation, Maint. & Educ.	94,085	62,550	86,150
Supplies & Materials	19,496	10,500	11,000
Debt Service/'74 GO Bond	7,218	10,100	10,100
Debt Service/'89 Rev Bond	10,246	496,558	317,082**
TOTAL EXPENSES	\$225,517	\$654,759	\$599,954

The number of customers used to calculate sewer revenue is 100, with all using approx. 400 gallons per day at current rates.

*Sewer Impact fees were calculated the same way as those calculated for M.E.C.A. We based the number on 50 new lots entering the city for access to the new treatment plant. They would use about 4% of the total 500,000 gallon plant per day at a cost of \$230,333.

**The 1989 Revenue Bond Debt Service expense represented above reflects 65% of the total \$487,757 in interest expense. The remaining 35% is appropriated in the golf course section.

THE FOLLOWING ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR
THE 1992 ENTERPRISE FUNDS BUDGET

SANITATION FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Sanitation Sales	\$ 155,917	\$ 168,180	\$ 186,785	\$ 195,000
31600 Tipping Fees	8,453	5,000	2,000	5,250
31800 Lease Payments	24,195	22,080	22,080	22,080
32500 Miscellaneous	2,000	100	0	100
TOTALS	\$ 190,565	\$ 195,360	\$ 210,865	\$ 222,430

SANITATION FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
44500 Subsidy	\$ 29,029	\$ 49,305	\$ 17,800	\$ 20,000
45000 Commercial	58,765	55,440	56,000	58,000
45500 Multi-Family	10,535	6,480	8,900	10,000
46000 Residential	100,024	106,260	142,000	115,080
47000 Veh. #204 Maint.	864	1,000	1,700	2,000
48000 Veh. #218 Maint.	326	500	500	1,500
91500 Miscellaneous	318	1,000	0	1,000
TOTALS	\$ 199,861	\$ 219,985	\$ 226,900	\$ 207,580

GAS FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Gas Sales	\$1,200,609	\$1,525,893	\$1,525,000	\$1,650,000
30400 Gas Tap Fees	32,122	28,050	36,000	30,000
30500 Gas Meter Sales	13,481	9,074	12,000	5,000
30800 Extended Gas Line	1,475	1,000	4,500	1,000
31000 Cut Gas Line	319	500	0	500
32000 Miscellaneous	807	500	60	500
TOTALS	\$1,248,813	\$1,565,017	\$1,577,560	\$1,687,000

GAS FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 109,849	\$ 93,700	\$ 87,864	\$ 103,325
40500 Bonuses	615	2,204	2,204	2,181
40600 Employer FICA	8,407	7,245	6,720	7,904
40800 SUTA	1,100	2,272	1,032	956
40900 Retirement	3,880	5,179	4,308	5,120
41000 Group Insurance	21,015	14,100	19,536	25,188
41100 Uniforms	422	500	500	500
42000 Training & Travel	3,508	2,500	2,300	2,500
42100 Drug Testing	1,590	2,000	2,000	1,200
43000 Natural Gas	535,875	748,415	685,658	987,347
43500 Propane	20,683	30,000	0	20,000
43600 Peak Shaving Plant Maint.	1,446	2,000	1,500	1,500
43800 Utility Barn Maint.	93	0	136	1,000
43900 Utility Barn Utilities	0	500	700	1,000
44100 Utility Locates Fax/Dues	0	0	500	500
44200 High Pressure Gas Line	0	0	3,000	500
45000 Gas Meter Purchase	13,013	5,800	18,538	20,000
45200 Pipe & Fittings	44,769	25,000	45,000	50,000
45400 Supplies	4,105	3,000	12,000	12,000
45500 Mechanics Supply	0	0	1,000	1,000
45600 Equipment Purchase	1,609	2,000	19,548	2,000
45800 Equipment Maint.	4,509	5,500	5,500	5,500
46000 Tool Rental	644	1,000	600	1,000
47100 Gas Authority Meter Fee	15,844	17,500	15,000	17,500
47300 Gas Consultant	3,080	2,800	2,800	3,500

GAS FUND - EXPENSES, Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
47500 Radio Transmitting Fee	312	500	800	1,000
47600 Radio Maint. Fee	0	0	0	1,000
47700 Cathodic Protection	1,803	2,000	5,000	5,000
47900 Gas Leak Cont. Service	7,036	4,000	4,500	5,000
49000 Other Contract Service	2,879	1,200	1,500	1,500
50000 Veh. #202 Maint.	603	500	500	500
51000 Veh. #205 Maint.	1,415	1,000	1,200	1,000
51300 Veh. #206 Maint.	0	0	0	500
52000 #3 Price Rd GBED	992	925	925	1,200
52100 #1 Davis Street	0	500	300	250
52200 #2 Whitehead Rd	909	800	950	1,000
52300 #4 Border St Gbed	0	0	0	1,000
53500 Transco Meter Phone	240	300	300	300
59600 Cut Lines	0	1,500	1,500	1,500
60000 Capital Contingency				
70000 Miscellaneous	2,640	1,000	500	1,000
TOTALS	\$ 814,885	\$ 987,440	\$ 955,919	\$1,294,971

WATER FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Water Sales	\$464,727	\$528,528	\$441,000	\$631,212
30500 Water Tap Fees	124,075	40,700	115,000	80,500
31000 Water Meter Sales	10,650	3,700	12,000	7,000
31500 Water Backflow Fees	5,375	1,850	4,250	3,500
32000 Cut Line Penalties	0	1,000	0	1,000
32500 Miscellaneous	256	500	104	500
TOTALS	\$605,083	\$576,278	\$572,354	\$723,712

WATER FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 104,350	\$ 103,938	\$ 167,196	\$ 211,560
40500 Bonuses	455	1,755	1,753	3,448
40600 Employer FICA	7,953	8,000	12,792	16,184
40800 SUTA	1,041	2,451	1,620	1,839
40900 Retirement	0	4,776	5,040	10,331
41000 Group Insurance	17,804	16,920	31,560	57,396
41100 Uniforms	422	500	500	500
42000 Training & Travel	1,421	1,500	1,500	1,500
42200 Water Meter Purchase	9,970	6,500	9,500	6,000
42400 Backflow Preventor	4,952	3,000	3,200	3,000
43100 Water Tank Meter #1	222,098	220,742	221,650	240,000
43200 P.l.B Meter #2	27,922	60,420	32,800	35,000
43300 Davis St Meter #3	75	150	75	75
43400 Whitehead Rd Meter #4	5,138	6,500	4,360	4,700
43500 Hilltop Meter #5	3,223	3,500	2,356	2,600
43600 Pinedale Meter #6	3,821	3,500	1,613	1,750
43700 West Price Meter #7	9,373	10,000	9,383	10,100
43800 Buford Hwy Meter #8	3,940	5,500	5,656	6,050
43900 Hwy 20 Car Wash Meter	1,627	2,000	1,404	1,500
44100 Utility Locate Fax/Dues	0	0	290	1,000
44300 Radio Maint. Fee	0	0	0	1,000
44400 Radio Transmitting Fee	312	500	800	1,000
44500 Equipment Purchase	1,969	2,000	2,000	2,000
44700 Equipment Maint.	3,817	5,000	3,000	2,000
44900 Tool Rental	648	1,000	800	1,000
45000 Pipe & Fittings	36,572	20,000	26,000	20,000
45100 PIB Pump Maint.	0	0	2,900	3,200
45200 Water Tank Maint.	1,438	2,500	3,500	1,000

WATER FUND - EXPENSES - Cont'd

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
45300 PIB Pump Station Maint.	3,051	1,500	804	1,000
45400 Contract Services	45	1,500	2,364	2,000
45500 Mechanics Supply	0	0	1,320	500
56100 '74 GO Bond Interest	7,068	10,000	10,000	10,000
56200 '74 GO Bond Agent Fee	150	100	100	100
56500 Supplies	1,089	9,942	2,300	1,500
56600 Consultants Fees	3,064	1,500	3,464	2,000
56700 Veh. #215 Maint.	0	500	492	1,000
57000 Veh. #214 Maint.	108	500	852	1,000
57500 Veh. #209 Maint	2,171	1,500	1,908	1,500
58000 Veh. #212 Maint.	995	1,000	350	1,000
58500 Veh. #216 Maint.	1,565	1,500	1,500	1,000
58800 Cut Lines	19,169	1,500	1,356	1,500
58900 Water Assoc. Dues	100	100	300	300
59000 Miscellaneous	1,105	1,000	251	1,000
59900 Capital Contingency				
TOTALS	\$510,021	\$524,794	\$580,609	\$671,133

STREET AND BRIDGE FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 1965 Grant	\$ 8,471	\$ 6,354	\$ 0	\$ 0
30200 1967 Grant	6,052	4,540	0	0
30300 County Paving Tax	0	0	68,000	70,000
30500 Subdivision Sign Permit	750	500	1,000	500
30600 Subdivision Sign Sales	117	500	200	500
31000 Street Sign Sales	719	1,000	300	1,000
31100 Street Light Revenue	0	0	5,274	6,500
TOTALS	\$ 16,109	\$ 12,894	\$ 74,774	\$ 78,500

STREET AND BRIDGE FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries & Wages	\$ 19,030	\$ 27,824	\$ 30,876	\$ 44,143
40500 Bonuses	2,603	200	200	255
40600 Employer FICA	0	2,172	2,364	3,147
40800 SUTA	0	681	228	441
40900 Retirement	563	568	180	1,298
41000 Group Insurance	0	5,160	3,828	9,108
41100 Street Patching	0	25,000	68,000	70,000
41200 Gravel	0	4,000	1,500	3,000
41300 Street Signs & Posts	0	2,200	2,500	3,000
41400 Street Lights	30,093	29,500	38,695	43,500
41500 Traffic Lights	0	1,000	650	1,000
41600 Uniforms	0	150	150	200
41800 Chemicals	0	0	1,000	3,000
42000 Equipment Purchase	392	2,000	2,000	2,000
42400 Supplies	430	500	1,500	1,500
42500 Van Maint.	0	0	250	1,000
43000 Subdivision Signs	93	0	314	150
44000 Capital Contingency	0	0	0	0
44900 Miscellaneous	200	500	500	500
TOTALS	\$ 53,404	\$101,455	\$154,735	\$187,242

SEWER FUND - REVENUES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
30100 Sewer Revenue	\$174,537	\$195,297	\$247,661	\$224,747
30600 Sewer Impact Fees	\$190,750	354,000	565,000	492,333
31000 Sewer Inspection Fees	6,956	2,500	13,000	2,500
31200 Interest/Const. Funds	0	0	22,000	12,000
31500 Miscellaneous	3,592	0	0	0
TOTALS	\$375,835	\$551,797	\$847,661	\$731,580

SEWER FUND - EXPENSES

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
40100 Salaries/Wages	\$ 19,851	\$ 17,472	\$ 21,648	\$ 18,171
40500 Bonuses	155	115	115	270
40600 Employer FICA	1,519	1,337	1,680	1,390
40800 SUTA	199	419	156	147
40900 Retirement	0	1,408	1,080	1,090
41000 Group Insurance	3,569	2,820	4,116	4,554
41100 Uniforms	437	200	200	500
41200 Veh. #208 Maint	1,215	1,500	209	1,500
42000 Training & Travel	1,322	500	672	1,500
42200 Equipment Purchase	9,257	500	45	2,000
42400 Equipment Maint.	12,280	1,000	0	1,000
42500 Chemicals	0	4,000	1,776	3,000
42600 Pipe & Fittings	6,136	3,000	1,500	2,000
42700 Supplies	4,103	3,000	1,500	1,000
42900 Infiltration Supplies	0	0	160	2,000
43100 Sewer Treatment Fees	69,180	51,840	143,014	150,000
43300 S.S. Plant Equip.	1,559	5,000	107	5,000
43500 S.S. Plant Maint.	21,621	2,000	807	2,000
43700 S.S. Plant Supplies	297	1,000	807	1,000
43900 S.S. Plant Veh. Maint.	299	500	785	1,000
44100 S.S. Sludge Disposal	4,211	5,000	0	5,000
44300 S.S. Others	0	500	0	500
50100 N. Ave w/ Generator	3,186	1,000	515	1,000
50200 Old Suwanee Rd	848	1,500	932	1,500
50300 N. Ave w/o Generator	644	750	190	500
50400 Pinecrest Rd	5,593	6,000	8,667	7,500

SEWER FUND - EXPENSES, CONT'D

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
50500 Old Cumming Rd	1,653	2,000	582	1,000
50600 Oak Grove Dr	8,729	5,000	5,667	9,000
50700 Border Street	1,989	1,500	2,124	2,000
50800 Pine Street	1,444	2,200	1,579	2,000
50900 Hillcrest Dr	5,762	4,000	7,747	4,000
51000 Creek Lane	3,194	3,000	5,400	4,500
51100 Sugar Creek Dr	2,032	3,000	7,351	3,000
51200 Sycamore Summit	6,467	3,000	5,233	4,500
51300 Parkview North	1,434	3,750	6,320	2,000
51400 N. Gwinnett Townhomes	2,756	2,200	2,110	2,200
51500 Bent Creek	977	1,000	432	1,500
51600 Lakefield Forrest	0	0	0	500
51700 Hidden Meadows	428	1,500	364	1,000
51800 Parkview East	119	250	50	1,000
51900 Peachtree Village	725	1,250	1,110	1,200
52000 Shoneys	1,346	1,550	1,209	2,500
52100 Princeton Oaks	486	500	294	1,000
53000 Flowmeter - Davis Rd	240	250	192	1,000
54100 Liftstation Alarm System	162	150	0	250
54200 Liftstation TV Camera	0	0	0	10,000
54500 Liftstation Misc.	2,088	500	700	500
55100 '74 GO Bond Interest	7,068	10,000	10,000	10,000
55200 '74 GO Bond Agent Fee	150	50	100	100
55400 '89 Rev Bond Interest	10,246	496,558	496,557	317,082
55600 Arbitrage Audit	0	0	4,000	3,000
55900 Capital Contingency				
TOTALS	\$226,976	\$655,569	\$749,802	\$599,954

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
VARIANCE FOR THE FISCAL YEAR 1992

	Actual FY 1990	Budget FY 1991	Estimated FY 1991	Proposed FY 1992
General Fund Revenues	\$747,691	\$626,370	\$847,108	\$763,000
General Fund Expenses	512,009	482,231	590,668	589,381
Sanitation Fund Revenues	190,565	195,360	210,865	222,430
Sanitation Fun Expenses	199,861	219,985	226,900	207,580
Gas Fund Revenues	1,248,813	1,565,017	1,577,560	1,687,000
Gas Fund Expenses	814,885	987,440	955,919	1,294,971
Water Fund Revenues	605,083	576,278	572,354	723,712
Water Fund Expenses	510,021	524,794	580,609	671,133
S & B Fund Revenues	16,109	12,894	80,894	78,500
S & B Fund Expenses	53,404	101,455	154,735	184,242
Sewer Fund Revenues	375,835	551,797	847,661	731,580
Sewer Fund Expenses	226,976	655,569	749,802	599,954
Golf Course Revenues	0	0	0	456,540
Golf Course Expenses	0	471,846	260,000	722,866
Total Funds Revenues	3,184,096	3,527,716	4,136,442	4,662,762
Total Funds Expenses	2,317,156	3,443,320	3,518,633	4,270,127
	=====			
SUBTOTAL VARIANCES	\$ 866,940	\$ 84,396	\$ 617,809	\$ 392,635
Reserve for Contingency - Capital Improvements at Golf Course				\$ 392,635
GRAND TOTAL VARIANCES	\$ 866,940	\$ 84,396	\$ 603,898	0

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
CAPITAL CONTINGENCY BUDGET FOR THE FISCAL YEAR 1992

GENERAL FUND

- 1) Various office furniture.....\$ 5,000

GAS DEPARTMENT

- 1) Meter for Reading Flow from Transco.....\$10,585
2) 2 C.G.I.....\$ 1,500
3) Attendance to Gas Leak Seminar.....\$ 450
4) Telephone System for Gas Meter.....\$ 5,000
5) High Pressure Gas Line.....\$76,000

WATER DEPARTMENT

- 1) New Utility Truck.....\$ 18,000
2) New Water Tank.....\$350,000
3) Ductile Pipe for tank.....\$163,660
4) Bore at P.I.B.....\$ 8,500
5) 4 Taps on Existing Mains.....\$ 5,000
6) Telephone at Water Tanks.....\$ 5,000

SEWER DEPARTMENT

- 1) Sewer Clean Out Machine.....\$ 17,000

STREET & BRIDGE DEPARTMENT

- 1) Chipper.....\$15,000
2) Rear Mount Broom Sweeper for Street..... 2,200
3) 6 snapper lawn mowers..... 2,200

THE FOLLOWING IS THE BACKUP ON HOW
THE PROPOSED FIGURES FOR THE 1992 BUDGET
WERE CALCULATED

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - LEGISLATIVE

Mileage Allowance - This figure includes documented travel for education and city related functions.

Operation & Education - January 1992.....	Mayors Day.....	\$ 500
June 1992.....	GMA Convention....	1,090
	Accommodations....	2,250
	Meals \$200/ea.....	1,200
		\$ 5,040
Miscellaneous Training.....		<u>750</u>
Total.....		5,790

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - CITY MANAGER'S OFFICE

Operation & Education - GCCA Conference.....	210
Accommodations.....	210
Meals.....	<u>130</u>
	\$ 550
 GMA Convention.....	265
Accommodations.....	375
Meals.....	<u>150</u>
	\$ 790
 PSC Conference.....	500
Accommodations.....	150
Meals.....	<u>120</u>
	\$ 770
 Total.....	\$2,110

Dues - This figure includes the following:

Kiwanis Dues -	\$ 340
ICMA -	<u>278</u>
Total	\$ 618

Wage & Benefit Breakdown:

Total Salary Proposed.....	\$39,208*
FICA/Medicare = 7065% X Total Salary.....	2,999
SUTA = 1073% X Total Salary.....	147
Retirement = 6% X Total Salary.....	2,352
Insurance.....	4,844
Bonus.....	1,960
Deferred Compensation Expense.....	<u>2,400</u>
 Total.....	\$53,910

*This figure does not reflect an increase for 1992.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION

Supplies & Materials - This figure includes all the following codes:

- #43400 Data Processing Supplies
- #43600 Office Supplies
- #43800 Printing

Equipment, Operation & Maintenance - This figure includes all the following codes:

- #45000 Office Equipment
- #45200 Office Equipment Maintenance
- #48500 Telephone

Training & Travel - This figure includes the following:

Finance Officers Conference - October 1992

Education.....(2).....	\$	500
Accommodation.....		375
Meals.....(2).....		<u>300</u>
		\$1,175

Clerk's Conference - February 1992

Education.....	\$	175
Accommodations.....		150
Meals.....		<u>150</u>
		\$ 475

Clerk's Conference - September 1992

Education.....(2).....	\$	350
Accommodations.....(2).....		300
Meals.....(2).....		<u>300</u>
		\$ 950

Univ. of Ga. Cont. Education.....\$ 500

Subtotal.....\$3,100
Miscellaneous Travel.....500

Total Training & Travel.....\$3,600

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Dues & Subscriptions - Ga. Municipal Assoc.....	\$3,658
National Climate Data Center.....	15
G.M.C.F.O.A.....	40
Misc. Publishing.....	461
Sam's/Pace.....	100
G.G.F.O.A.....	50
Utilities Protection.....	90
Gwinnett Chamber of Commerce.....	280
Atlanta Journal.....	75
Gwinnett Daily.....	75
Total.....	\$4,844

Mileage - This department is paid \$.255 per mile for general errands, daily bank deposits, and attending education classes. City vehicles are used whenever possible.

Postage - Totals for postage consist of monthly utility bills, registered letters and newsletters.

Consultants Fees - This amount may be needed as a support to the accounting department.

Worker's Comp Insurance - This amount was quoted to the City for 1992 from GIRMA. The amount has increased a projected 10% from 1991 estimates, not from the increased claims from the City but from the economical rising costs of insurance.

SUGAR HILL CITY GOVERNMENT
 SUGAR HILL, GEORGIA
 BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Benefits & Wage Breakdown:

Total Salary & Wage Proposed.....	\$126,634
FICA/Medicare = 7.65% X Total Salary.....	9,688
SUTA = 1.73% X Total Salary.....	1,029
Retirement = 6% X	
1) Judy Foster - 12 months salary.....	1,532
2) Margaret McEachern - 12 months.....	870
3) Shirley Gibbs - 12 months.....	967
4) Kathy Griffith - 12 months.....	837
5) Sandy Richards - 12 months.....	1,543
6) Beth Walker - 12 months.....	844
7) Amy Roark - 12 months.....	1,006
Retirement Total.....	7,598
Total Insurance.....	32,538
Total Bonuses.....	3,087
Deferred Compensation.....	1,920
Total.....	\$182,494

* Increase in salaries reflect a maximum of 4%. This percentage will not be distributed to all employees. Percentage increases will be based on performance, attendance, and total yearly evaluations.

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 01 - BUILDING INSPECTIONS

Wage & Benefits Breakdown:

Total Salaries Proposed.....	\$ 55,726
FICA/Medicare = 7.65% of Total Salaries.....	4,263
SUTA = 1.73% of Total Salaries.....	441
Retirement = 6% X	
1) Steve Kennedy - 12 months.....	\$1,594
2) Kim Landers - 12 months.....	876
Retirement Totals.....	2,470
Total Insurance.....	14,322
Total Bonuses.....	1,498
Deferred Compensation.....	<u>480</u>
Total.....	\$ 79,200

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 03 - GAS FUND

Total Salary Proposed.....	\$103,325
FICA/Medicare = 7.65% X Total Salary.....	7,904
SUTA = 1.73% X Total Salary (up to \$8500)....	956
Retirement = 6% X	
1) Ken Cain - 12 months.....	\$ 986
2) Billy Hutchins - 12 months...	1,872
3) Harry Eubanks - 12 months....	909
4) Randy Crutcher - 3 months....	406
5) 50% of Ken Crowe - 8 mo.....	541
5) new employee - 3 months.....	<u>406</u>
Retirement Totals.....	5,120
Total Insurance.....	25,188
Total Bonuses.....	<u>2,181</u>
 Total.....	 \$144,674

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 04 - WATER FUND

Wage & Benefit Breakdown:

Total Salary Proposed.....	\$211,560
FICA/Medicare = 7.65% X Total Salary.....	16,184
SUTA = 1.73% X Total Salary (up to \$8500)....	1,839
Retirement = 6% X	
1) Wayne Clement - 12 months.....	\$ 941
2) Donna Zinskie - 12 months.....	1,227
3) Danny Hughes - 12 months.....	1,428
4) Frank Roberts - 12 months.....	465
5) Don Cameron - 3 months.....	203
6) Carol Peek - 12 months.....	889
7) Scott Payne - 12 months.....	1,168
8) Kenny Hudson - 12 months.....	1,557
9) Ken Stuart - 8 months.....	541
10) J.L. Peppers - 8 months.....	541
11) Van Samples - 5 months.....	392
12) 50% of ken Crowe - 8 months.....	541
12) Emmett King - 6 months.....	438
Retirement Total.....	10,331
Total Insurance.....	57,396
Total Bonuses.....	3,448
Total.....	\$300,758

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 05 - STREET & BRIDGE FUND

Wage & Benefit Breakdown:

Total Proposed Salary.....	\$ 44,143
FICA/Medicare = 7.65% X Total Salary.....	3,147
SUTA = 1.73% X Total Salary (up to \$8500)...	441
Retirement = 6% X	
1) Felicia Ramey - 6 months.....	\$ 422
2) Donnie Calvert - 12 months.....	<u>876</u>
Retirement Total.....	1,298
Total Insurance.....	9,108
Total Bonuses.....	<u>255</u>
Total.....	\$ 58,392

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

FUND 06 - SEWER FUND

Wage & Benefit Breakdown:

Total Proposed Salary.....	\$18,171
FICA/Medicare = 7.65% X Total Salary.....	1,390
SUTA = 1.73% of Total Salary (up to \$8500)..	147
Retirement = 6% X Total Salary.....	1,090
Insurance.....	4,554
Bonus.....	<u>270</u>
Totals.....	\$25,622

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BACKUP ON PROPOSED FIGURES FOR 1992 BUDGET

Total Wage & Benefit Breakdown:

Total Proposed Salary.....	\$598,767
FICA/Medicare = 7.65% X Total Salary.....	45,575
SUTA = 1.73% of Total Salary (up to \$8500)..	5,000
Retirement = 6% X Total Salary.....	30,259
Insurance.....	147,950
Deferred Compensation.....	4,800
Bonus.....	<u>12,699</u>
Totals.....	\$845,050

SUGAR HILL GOLF COURSE
1992 OPERATING BUDGET
MONTHLY BREAKDOWN

DESCRIPTION	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
SALARY & WAGES	14,111.00	14,111.00	14,111.00	15,248.00	16,386.00	20,936.00	23,061.00	23,061.00	23,061.00	23,061.00	23,061.00	23,061.00	233,269
BONUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,160.00	1,160.00
DEFERRED COMP.	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	3,432.00
EMPLOYER FICA	1,079.49	1,079.49	1,079.49	1,166.47	1,253.53	1,601.60	1,764.17	1,764.17	1,764.17	1,764.17	1,764.17	1,764.17	17,845.08
S.U.T.A.	244.00	244.00	244.00	264.00	283.00	362.00	399.00	399.00	399.00	399.00	399.00	399.00	4,035.00
RETIREMENT	210.00	210.00	210.00	279.00	279.00	504.00	641.00	641.00	641.00	641.00	641.00	641.00	5,538.00
GROUP INSURANCE	2,390.00	2,390.00	2,390.00	2,390.00	2,390.00	2,788.00	3,186.00	4,778.00	5,176.00	5,176.00	5,176.00	5,176.00	43,406.00
TRAINING & TRAVEL	760.00	1,260.00	0.00	0.00	0.00	210.00	210.00	0.00	0.00	0.00	0.00	460.00	2,900.00
VEHICLE GAS & OIL	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
VEHICLE R & M	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00
MILEAGE ALLOWANCE	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
EQUIP. R & M	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
EQUIP. GAS & OIL	300.00	300.00	300.00	300.00	400.00	400.00	400.00	400.00	300.00	300.00	300.00	300.00	4,000.00
OFFICE SUPPLIES	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	50.00	50.00	50.00	50.00	400.00
PRINTING	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00	0.00	250.00	0.00	4,250.00
DUES & SUBSCRIPTIONS	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
POSTAGE EXPENSE	0.00	0.00	25.00	0.00	0.00	25.00	0.00	0.00	800.00	25.00	0.00	0.00	875.00
ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00	0.00	0.00	500.00
BUILDING R & M	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	233.00	233.00	233.00	899.00
RENTAL EQUIPMENT	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	3,300.00
ELECTRICITY	600.00	600.00	600.00	1,500.00	3,000.00	3,000.00	3,000.00	2,500.00	2,500.00	2,400.00	1,200.00	600.00	21,500.00
WATER	50.00	50.00	50.00	50.00	20,570.00	20,570.00	20,570.00	20,570.00	5,180.00	350.00	350.00	350.00	88,710.00
OUTSIDE CONSULTING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
JANIT./CLEANING SUPPLIES	25.00	25.00	25.00	25.00	25.00	25.00	25.00	30.00	30.00	30.00	30.00	30.00	325.00
MISCELLANEOUS	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
PRISON CREW LABOR	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	1,916.66	22,999.92
IRRIGATION R & M	0.00	0.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	4,200.00
PATH & BRIDGE REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	580.00	580.00	580.00	1,740.00
GOLF ACCESSORIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CROSSTIES	118.00	118.00	118.00	118.00	118.00	118.00	118.00	118.00	118.00	118.00	118.00	118.00	1,416.00
SAND & TOPSOIL	500.00	500.00	1,000.00	1,000.00	1,000.00	500.00	0.00	0.00	500.00	500.00	500.00	500.00	6,500.00
SEED	0.00	0.00	0.00	0.00	0.00	112.00	112.00	112.00	112.00	112.00	112.00	112.00	784.00
PAVEMENT	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	5,040.00
LICENSES & PERMITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	800.00
LIME & FERTILIZER	0.00	0.00	0.00	500.00	2,500.00	2,000.00	5,000.00	2,500.00	0.00	2,500.00	3,100.00	0.00	18,100.00
OTHER CHEMICALS/PEST.	0.00	0.00	0.00	3,200.00	3,200.00	3,200.00	3,200.00	0.00	0.00	0.00	0.00	0.00	12,800.00
OFFICE EQUIP. R & M	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	750.00
TELEPHONE EXPENSE	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
RADIO EQUIPMENT R & M	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	204.00
CART R & M	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
ATTORNEY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
SIGNAGE R & M	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	200.00	0.00	0.00	400.00
SMALL TOOLS	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
DEBT SERVICE	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	14,288.00	170,736.13
SAFETY SUPPLIES	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	40.00
CART LEASING	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	21,000.00
PEST CONTROL	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	312.00
EROSION CONTROL	1,000.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
TOTAL	39,904.15	39,304.15	39,304.15	39,989.15	45,877.13	73,361.19	77,688.26	79,409.83	63,212.83	61,800.83	60,175.83	57,845.83	722,866.13

CAPITOL CONTINGENCIES NOT INCLUDED
IN OPERATING BUDGET

392,635.00

THIS IS THE AMOUNT THAT WILL BE ADDED TO OUR CONTINGENCY SHOULD THESE
CONTRACTS NOT BE CLOSED BY DECEMBER 31, 1991

EXTERIOR DESIGNING, INC.	449,416.75
TIM COX	53,248.10
KA SPRINKLER	44,333.68
BROTHERS PAVING	164,348.40
TOTAL	711,346.93

**THERE IS NO MONEY APPROPRIATED IN THE OPERATING, CONSTRUCTION OR CONTINGENCY BUDGETS FOR 1992
FOR THE ENTRANCE TO THE GOLF COURSE OR ARCHITECTURAL FEES, SINCE THERE IS NO WAY OF
ESTIMATING THESE ITEMS

REZONING ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL, GEORGIA, HEREBY ORDAINS:

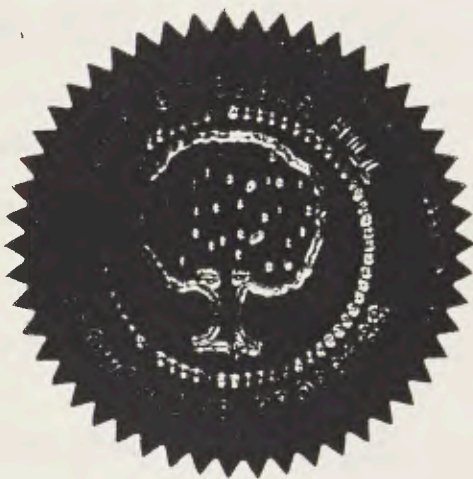
That the "Zoning Ordinance of the City of Sugar Hill" is hereby amended by amending the official zoning map adopted by that Ordinance to classify the area described on "Exhibit A" which is attached hereto and incorporated herein by reference as Residential (RS-100) on said official zoning map.

BE IT FURTHER ORDAINED that the following conditions are hereby included on the property as conditions of zoning: A minimum of 1,600 square feet homes, sodded yards, street lights, underground utilities and 80' buffer.

IT IS SO ORDAINED, this 9th day of December, 1991.

ATTEST:

Judy Foster
City Clerk



George Angaul
Mayor

Bobbie Queen
Council Member

Roger Ewell
Council Member

Thomas Mann
Council Member

Reuben A. Davis
Council Member

David R. Howell
Council Member

City of Sugar Hill

Rezoning Application

Fee ~~\$500.00~~

\$150⁰⁰

~~\$500⁰⁰~~

Hearing Date: 11-18-91

Hearing Time: 7:30

Date of Application 11-1-91

Information about property owner:

WENDELL M. STARKE, AS TRUSTEE
Name

2 ANSLEY DR. N.E.

ATLANTA, GEORGIA
Address

(404) 885-1542
HM Phone

(404) 892-0879
WK Phone

Map Reference # 7 - 273 - 002

Attach a legal description and plat of the property. *Plat needs to be small enough to make copies from.

Description of proposed use:

SINGLE FAMILY RESIDENTIAL; WILL REQUIRE A CHANGE IN ZONING
FROM HM1 TO RS100.

Timetable for development:

18 MONTHS TO 2 YEARS.

Existing Zoning HM1 Proposed Zoning RS100

CITY OF SUGAR HILL

NOV 1 - 1991

PAID

WENDELL M. STARKE
2 Ansley Drive N.E.
Atlanta, Georgia 30309

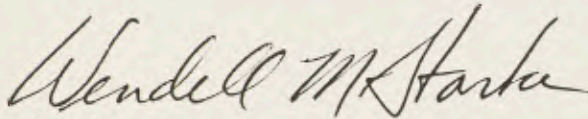
October 25, 1991

City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

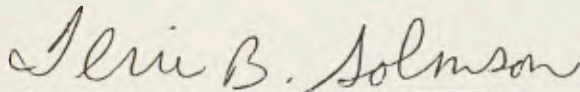
To whom it may concern:

I, Wendell M. Starke, as Trustee do hereby authorize Kent A. Starke to take any and all action on my behalf in connection with the proposed rezoning of a portion of my property located in Sugar Hill, Georgia. Kent will handle all aspects my proposal to rezone a portion of my property from HM1 to RS100. If you have any questions regarding the granting of this limited power of attorney, please contact me at 892-0879.

Sincerely,



Wendell M. Starke,
As Trustee



NOTARY PUBLIC

Notary Public, Fulton County, Georgia
My Commission Expires July 19, 1994

RECOMMENDATION FORM

FROM:

Kathy Williamson

TITLE:

City Manager

DATE:

11/12/91

IN REFERENCE TO:

Stark property

COMMENTS:

The residential development is a compatible zoning next to residential instead of HM next to RS+OO. The flood plain behind the Stark property is a natural buffer.

RECOMMENDATION:

approval if sewer capacity is available at the time of construction

RECOMMENDATION FORM

FROM: Steve C. Kennedy

TITLE: Chief building inspector

DATE: Nov. 12-91

IN REFERENCE TO: Kent Stark Re-Zoning

COMMENTS: Recommend Approval with
Ken Crow comment addressed

RECOMMENDATION: Approved

RECOMMENDATION FORM

FROM: Ken Crowe

TITLE: PLANNING & ZONING

DATE: 11/12/91

IN REFERENCE TO: Kent Starke rezoning

COMMENTS: See attached

RECOMMENDATION: Approval with conditions

- 1-A variance granted to allow less than 10,000 sq ft out of flood plain. suggest a minimum of 8000
- 2-A minimum dwelling size of 1600 sq. ft
- 3- underground utilities with street lights

It is my opinion that a residential zoning for this tract of land would be the most consistent for the surrounding area.

The 9.59 acre tract is actually a part of a 200+ acre tract fronting on Peachtree Industrial Boulevard for approximately 5000 feet.

As shown on the accompanying plat there is a 300 foot wide flood plain that would serve as an excellent natural buffer between residential & industrial type zonings.

As shown on the sketch plan presented, there are 7 lots that do not meet the requirement of 10,000 square feet out of the flood plain. The chart shown on the sketch plan shows 5 of the 7 lots having 8000 square feet out of the flood plain with Lot 14 having 7950 square feet out of the flood plain and Lot 26 having 7854 feet out of the flood plain. A variance would be required to allow this lot configuration.

The adjoining lots in Parkview North & Parkview East have houses ranging in size from 1500 to 2065 square feet with the average being 1685 square feet.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



TO: Mayor & Council
FROM: Ken Crowe
RE: Mr. Tubs Building Permit
DATE: December 5, 1991

The easement for this piece of property has not been recorded. We have a letter from Mr. Dodd saying that he will grant an easement after the construction of the pond. I recommend granting a conditional permit with an As-Built of pond showing that it meets specs and the Recording of the easement before a C.O. is issued.

ROBERT N DODD d/b/a
ROBERT'S CUSTOM CABINETS
650 N PRICE RD
SUGAR HILL, GA 30518
(404) 945-3840

December 2, 1991

City of Sugar Hill, GA
4988 W Broad ST
Sugar Hill, GA 30518

RE: Mr. Tubs, Inc.
Storm Water Detention Pond Drawings

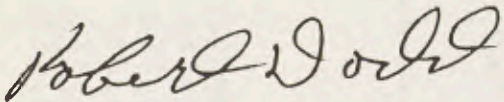
To Whom It May Concern:

Please be advised that I, as owner of the 2 acres of land and building located at 650 N Price Rd., do hereby agree to the following:

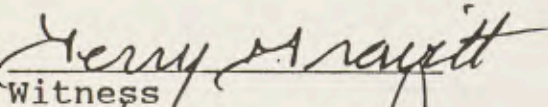
- 1) I agree to allow ingress and egress across my property for purposes of cleaning and modifying the storm water detention pond located on the rear section of my property.
- 2) After the pond shape modifications agreed to verbally with Keith Pugh are completed and a final as built drawing is drafted, I will sign the necessary documents to grant the city an easement around the pond and piping leading to the pond.

If additional information is needed please do not hesitate to call me.

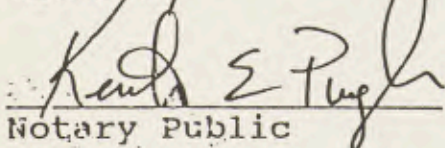
Sincerely,



Robert N Dodd



Witness



Notary Public

Notary Public, Gwinnett County, Georgia
My Commission Expires Sept. 24, 1994

12/5/91

GARBAGE RATE COMPARISON

	Current Sugar Hill	1992 Increase Rates	Gwinnett County	Norcross	Lilburn
Residential	\$7.35/month \$88.20/year	\$8.05/month \$96.60/year	\$16.95/month \$203.40/year	\$8.60/month \$103.20/year	\$8.37/month \$100.44/year
Duplexes	\$7.35/month \$88.20/year	\$10.59/month \$127.08/year	\$16.95/month \$203.40/year	\$8.60/month \$103.20/year	\$13.60/month \$163.20/year
Gov't. Housing	\$4.00/month \$48.00/year	\$5.32/month \$63.84/year	\$16.95/month \$203.40/year	\$8.60/month \$103.20/year	\$8.37/month \$100.44/year
Hand Pickups	\$9.63/month \$115.56/year	\$10.59/month \$127.08/year	\$16.95/month \$203.40/year	\$22.00/month \$264.00/year	\$25.10/month \$301.20/year
Pickup Schedule	Once a week, Backyard Service	Once a week, Backyard Service	Once a week, Backyard Service	Once a week, Backyard Service	Twice a week, Curbside Service

Sanitation Totals

	Existing	1992 Increase	Variance
Residential	\$185,661.00	\$203,343.00	\$17,682.00
Duplexes	12,877.00	18,554.00	5,677.00
Gov't Housing	864.00	1,149.00	285.00
Hand Pickups	2,311.00	2,542.00	231.00
Totals	\$201,723.00	\$225,588.00	<\$23,875.00>

12/5/9

COMMERCIAL GARBAGE RATES

	Current Sugar Hill	1992 Increased Rates	Gwinnett Co.	Norcross	Lilburn
2 YD - 1/WK	\$33.81	\$ 34.99	\$ 36.67	\$ 42.17	\$ 31.03
2 YD - 2/WK	\$48.87	\$ 51.55	N/A	\$ 67.07	\$ 47.06
2 YD - 3/WK	N/A	N/A	N/A	\$ 92.00	\$ 63.10
2 YD - 4/WK	N/A	N/A	N/A	\$116.90	\$ 79.13
2 YD - 5/WK	N/A	N/A	N/A	\$141.82	\$ 95.11
2 YD - 6/WK	N/A	N/A	N/A	\$166.73	\$111.19
2 YD - 7/WK	N/A	N/A	N/A	\$191.65	N/A
4 YD - 1/WK	\$ 50.87	\$ 51.55	\$ 49.66	\$ 57.10	\$ 47.06
4 YD - 2/WK	\$ 74.69	\$ 77.75	\$ 84.33	\$ 96.97	\$ 79.13
4 YD - 3/WK	\$111.10	\$117.81	\$118.99	\$136.83	\$111.19
4 YD - 4/WK	\$145.38	\$155.51	N/A	\$176.70	\$143.26
4 YD - 5/WK	\$171.30	\$184.03	N/A	\$216.56	\$175.32
4 YD - 6/WK	\$201.41	\$217.15	N/A	\$256.42	\$207.38
4 YD - 7/WK	N/A	N/A	N/A	\$296.29	N/A
6 YD - 1/WK	\$ 67.93	\$ 68.12	\$ 62.66	\$ 72.05	\$ 63.10
6 YD - 2/WK	\$113.10	\$117.81	\$110.33	\$126.87	\$111.19
6 YD - 3/WK	\$158.24	\$167.46	\$157.99	\$181.68	\$159.29
6 YD - 4/WK	\$203.41	\$217.15	\$205.65	\$236.49	\$207.38
6 YD - 5/WK	\$248.56	\$266.81	\$253.32	\$291.31	\$255.48
6 YD - 6/WK	\$293.73	\$316.50	\$300.98	\$346.12	\$303.58
6 YD - 7/WK	N/A	N/A	N/A	\$400.93	N/A
8 YD - 1/WK	\$ 84.98	\$ 84.67	\$ 75.66	\$ 87.00	\$ 79.13
8 YD - 2/WK	\$149.38	\$155.51	\$136.32	\$156.76	\$143.26
8 YD - 3/WK	\$205.41	\$217.15	\$196.99	\$226.53	\$207.38
8 YD - 4/WK	\$265.62	\$283.38	\$257.65	\$296.29	\$271.51
8 YD - 5/WK	\$309.05	\$331.15	\$318.31	\$366.05	\$335.64
8 YD - 6/WK	\$386.03	\$415.83	\$378.97	\$435.81	\$399.77
8 YD - 7/WK	N/A	N/A	N/A	\$505.57	N/A

TOTALS
FOR YEAR

\$40,567.80

\$43,000.00

\$41,167.80

\$36,907.44

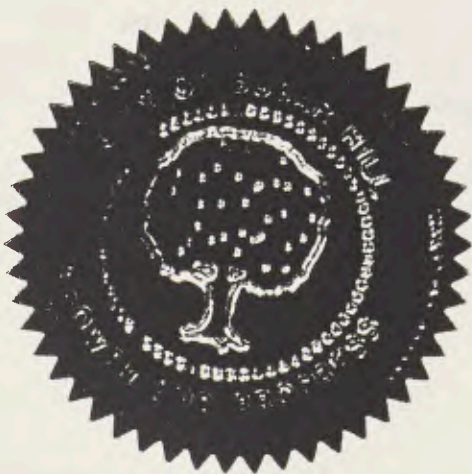
ORDINANCE

The Council of the City of Sugar Hill hereby ordains as follows:

Effective January 1, 1992, there shall be paid to the City of Sugar Hill, Georgia a surcharge of one dollar (\$1.00) per ton or any fraction thereof of solid waste deposited in the Sugar Hill Landfill by the present operator or any person or entity otherwise authorized to deposit solid waste in that facility. This surcharge is imposed pursuant to OCGA §12-8-39 and shall be in addition to any other negotiated charges or fees presently in existence or in existence at any time following January 1, 1992.

Said surcharge shall be remitted to the City on a month ly basis and said funds shall be deposited into a restricted account and shall be used for solid waste management purposes only.

It is so ordained this 9th day of December, 1991.



George Haggard
Mayor

Ken B. Dan
Council Member

Karen W. Smith
Council Member

Thomas C. Martin
Council Member

David A. Stewart
Council Member

Bobbie Queen
Council Member

The Atlanta Journal
Covers Dixie Like the Dew
* AND *
THE ATLANTA CONSTITUTION
The South's Standard Newspaper

6455 BEST FRIEND ROAD • NORCROSS, GA 30071 • (404) 263-3993 • FAX (404) 263-3003

ELLIOTT BRACK
Associate Publisher
Gwinnett Extra

November 21 , 1991

Dear Kathy:

"Did you hear the one about....?"

No, it's not time for an old story in that sense today. Now it's time to remind you of a regular upcoming activity, the 1992 Gwinnett Annual Report.

Last year your company was included as a participant in the 1991 Annual Report. We appreciate you telling your story in this issue, and helping make the edition interesting and appealing to our readers.

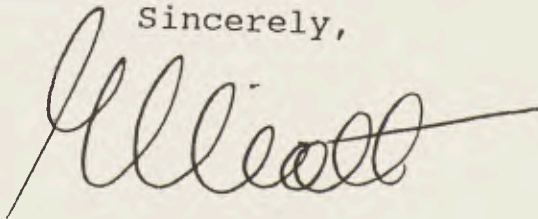
You helped make the issue interesting with your presence.

On February 16, 1992, we'll publish the fourth Gwinnett Annual Report. This is an enjoyable task for me, for I get to renew my acquaintances with old friends at some of Gwinnett's established businesses, and at the same time, learn all sorts of activity going on at new and often high-tech companies.

That's what our readers, I feel, like about the issue, too. Life in Gwinnett is exciting, and the Gwinnett Annual Report reflects that vibrancy and dynamism. Too, many of the companies in Gwinnett are on the cutting edge of their industry, giving even more life to the county.

Let me invite your participation in the 1992 Gwinnett Annual Report. Soon a member of my staff, or I, will be calling on you to learn more about your company and what has been taking place in your industry this year. And yes, sometimes the story is an old one...that we are producing another Gwinnett Annual Report. The contents, however, always change, new angles of the vitality of Gwinnett.

Sincerely,



Ms. Kathy Williamson
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

*provides a
strong image-
building
environment*

*high reader
interest and
long shelf
life*

AD COSTS AND SIZES:*

Full broadsheet page \$1,700

Half broadsheet page \$900

Quarter broadsheet page \$500

Black plus one color add \$220

Black plus two colors add \$275

Black plus three colors add \$330

* Contract rates apply for regular advertisers

DISCOUNTS:

Reserve your space by December

21, 1991 and receive a 5% discount.

Turn in complete copy by January 10,

1992 for an additional 5% discount.

DEADLINES:

Publication Date:

Sunday, Feb. 16

Full Color:

Monday, Jan. 27

B&W/Spot Color:

Thursday, Jan. 30

ADVERTISING OFFICES:

Gwinnett /DeKalb 263-3900

Clayton/S. Fulton 526-5179

Cobb 980-2400

Downtown 526-5179

N. Fulton/Buckhead 980-2420



GWINNETT
COUNTY
AIRPORT

Gwinnett County
Airport Authority

October 15, 1991

George Haggard
City of Sugar Hill
4988 W. Broad
Sugar Hill, GA 30518

Dear Mayor Haggard,

In May of 1989 the Airport Authority encouraged the establishment of the Gwinnett County Airport Safety Committee. The objectives of this committee are safety, efficiency, and service to the User and the Community. Voting members are appointed by the various tenant organizations based, or utilizing the Airport Facility on a regular basis. This committee performs an advisory function only to the Airport Authority, and has no responsibility for funds or budgets.

As an example of a Safety Committee function, in response to a citizen complaint of low flying aircraft, the Airport pattern altitudes were raised by the FAA after request by the Airport Authority, upon recommendation of the Safety Committee. In addition to a general business agenda, a presentation is conducted at each meeting by some expert in various fields of aviation, to promote safety and education. All Airport users are encouraged to attend these meetings.

In furtherance of the committee's objective, specifically service to the Community, we believe an appointment to represent your organization should be made. Terms are for a non-specified length and can be changed at any time, upon official notification to the Safety Committee Chairman. This Committee meets regularly on a quarterly basis, and should conditions warrant, on an as needed basis.

In addition to helping us provide for a safer operating environment, we feel that such an appointment could only encourage improved communications on the needs and benefits of Airport related actions.

Should you have any questions, please call.

Sincerely,

Ted Elliott, Chairman
Gwinnett County Airport Authority



UTILITY DEPARTMENT REQUESTS

Quantity	Description	Unit Cost	Total Cost
25	Gas Risers 30x30 w/ 36x18	\$14.00	\$ 350.00
2000'	5/8 Gas Tubing	.12/ft.	240.00
20	2x5 Gas Stiffener	2.83	56.60
50	5/8 PMST couplings	5.50	275.00
25	5/8 PMST end caps	7.93	198.25
50	1" Plastic inserts	.50	25.00
15	3/4 Gas valves	13.75	206.25
15	3/4 Corp Stops	9.42	141.30
25	4x5/8 SF Tap Tees	12.00	300.00
10	3/4x6 FL clamps	24.82	248.20
2	2x12 FL clamps	44.74	89.48
12	5/8x5/8x3/4 reding tee	27.80	333.60
500'	3/4 Blue Water Tubing	.35/ft.	175.00
25	3/4x5 Steel Stiffeners	1.87	46.75
1	Gas Leak Detector-Model 400	2,695.00	2,695.00
1	4-way Cutters	115.00	115.00
	Total		\$5,495.43

Request for tires for 212

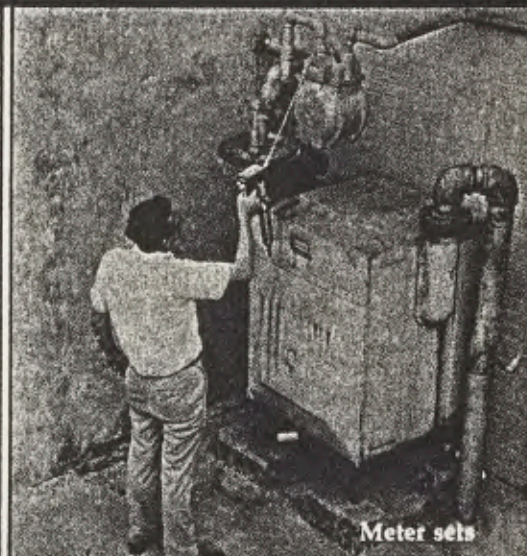
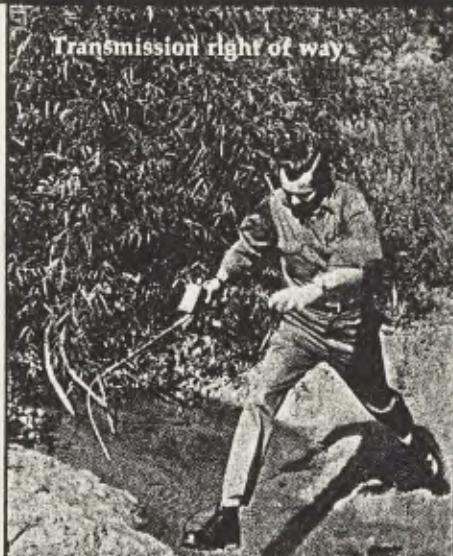
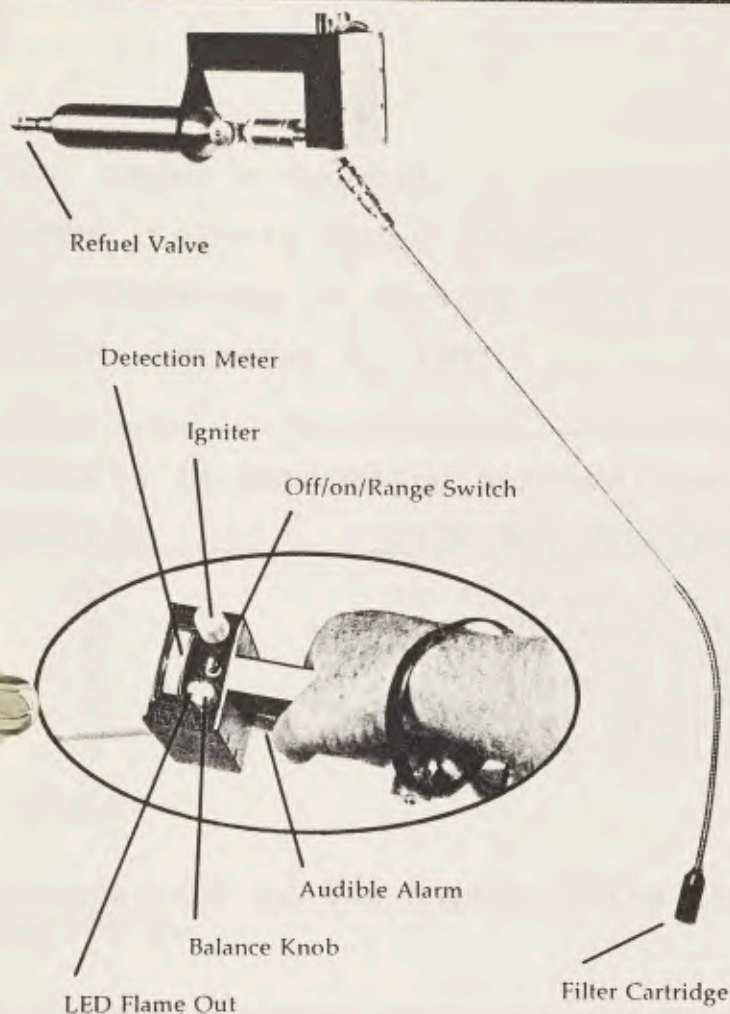
Hill & Son.....	\$219.24	
Goodyear.....	299.36	(P23575R15)
	317.32	(LT23575R15)

Request for tires for 209

Hill & Son.....	\$386.56	
Goodyear.....	339.56	(LT750R16)
	222.48	(LT750-16)

SCC *Flame-Pack Model 400*

GAS LEAK DETECTOR



MODEL 400

Really portable . . .
so light no need for
shoulder straps or harness!



The Flame Pack, Model 400, is a very sensitive, economical, single purpose gas leak search instrument. It utilizes the flame ionization principle and SCC patented circuitry. The instrument has dual sensitivity ranges: 10PPM for search and a high range for centering.

Model 400 is extremely lightweight, very easy to use and goes any place a man can walk, crawl or climb yet it excels all others as a portable gas leak detector. It is a single package with fuel and batteries integral parts of the unit.

Model 400 is ideal for checking services, meter sets and risers and congested areas. The one piece feature with no shoulder strap or harness makes it routine for the operator to dismount from his vehicle, merely pick up the model 400, make the search and drive away in an absolute minimum time.

The unit is rugged solid state with 3 controls: 3 position switch, a zero balance and a Piezoelectric igniter. A meter, an audible alarm and a LED flame out indicator provide the read outs.

The model 400 contains fuel for 6 hours continuous operation and can be refueled in one minute or less.

 **Southern Cross Corp.**
PO Box 2168 / Norcross, GA 30091-2168 / 404/441-0403

MEMORANDUM

TO: Mayor & Council
FROM: Felecia Ramey (Street & Bridge Crew)
RE: Ordering of Various Signs and Sign Post
DATE: December 4, 1991

Felecia is requesting approval for the following items:

QUANTITY	SIZE AND DESCRIPTION	G.C.I.	SASO
20	10 ft Green U - Channel Sign Post	\$254.00	\$260.00
5	Slow Children at Play Signs	\$ 62.45	\$239.75
5	24 X 24 Stop Signs	\$ 57.20	\$213.25
5	30 X 30 Stop Signs	\$ 89.35	\$296.00
5	No Outlet Signs	\$ 83.35	\$239.75
1	Pine Tree Circle Sign	\$ 8.97	\$ 16.50
TOTALS		\$555.32	\$1265.28

In addition to the higher price at SASO they also charge a \$120.00 for delivery.

* Felecia request approval for the above items to be ordered from G.C.I.

M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: DONNA ZINSKIE
DATE: DECEMBER 9, 1991
RE: REQUEST TO PURCHASE DEODORIZING CHEMICALS
REQUEST TO PURCHASE TIRES FOR 580

We are requesting to purchase a 55 gal. drum of deodorizing chemicals for our liftstations at a total cost of \$492.80.

We are also requesting to purchase two tires for the 580. This backhoe is used for our department to pull the pumps at our liftstations and in digging up sewer lines. The cost of these tires is \$295.47 per tire.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

88 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



December 9, 1991

I have run skateboarders out from under pavilions numerous times. I have seen them jumping picnic tables with skateboards and tearing them up. I have seen skateboarders jumping on soccer field nets and tearing them up. While weedeating at lower pavilion, I saw one on a bicycle bring broken padlock back and throw in front of bathroom door. I have run them out of upstairs of new building several times. Skateboarders cussed Tom out for asking them to get off of pavilion. Called police out to have them removed from the park, but it doesn't seem to do any good.

Ray Deaton

DAMAGE MADE TO E. E. ROBINSON MEMORIAL PARK

Broken boards on benches in upper playground.

Benches on upper pavilion - (picnic tables) broken.

Legs and seats of picnic tables on lower pavilion have been broken several times.

Covers on electrical outlets on lower pavilion have been torn off and destroyed.

Profanity written on picnic tables on upper pavilion and in parking lot.

Signs at both pavilions have been destroyed.

Put new motion detector lights up at lower pavilion and the next morning, the light bulbs had been removed and broken.

One motion light fixture destroyed.

Dump trash cans out onto pavilions and put trash cans on the tables.

Broke the toilet lid in ladies bathroom at the lower pavilion.

Stuff cans and complete rolls of toilet paper down all toilets and then flushed the toilets until the bathrooms were flooded.

Slide picnic tables from under the pavilions and jump on them with skateboards.

Globe on security light up by equipment building was broken.

Kicked door on concession stand until the lock was almost broken.

Broke glass all over park, especially at the lower pavilion and tennis courts, almost everyday.

Soccer field nets have been climbed on and jumped on until torn down.

Wet toilet paper and plaster to walls and ceilings in bathrooms at least once a week.

Use the ladies restroom sink as a toilet.

Urinate in front of restroom door and on top of picnic tables.

Beat one lock off lower bathroom and attempted to break another. One week later, the padlock was brought back.

Page 2

Run women and children off the upper pavilion.

Carry trash cans from upper pavilion into woods.

Move crossties at entrance to park, sometimes blocking entrance.

While new building under construction, tore off black siding and built fire in floor upstairs.

Wrote profanity on new windows upstairs in new building.

Left over blocks from new building were busted all over tennis court and parking lot.

Globe over tennis court lights broken out.



SUGAR HILL

GOLF COURSE

6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-028

TO: MAYOR & COUNCIL
FROM: WADE QUEEN, ACTING DIRECTOR OF GOLF
DATE: DECEMBER 9, 1991
RE: GOLF COURSE PROGRESS REPORT

GOLF COURSE UPDATE

AS OF DECEMBER 3, 1991, WE HAVE COMPLETED ALL CART PATHS WITH THE EXCEPTION OF APPROXIMATELY 1000' ON #18 AND ABOUT 200' OF SERVICE ROAD AT THE MAINTENANCE FACILITY. THESE AREAS ALONG WITH THE PARKING LOTS AND CLUB DRIVE WILL BE COMPLETED AS SOON AS WEATHER PERMITS.

WE HAVE BEEN ABLE TO COMPLETE DRAINAGE ON THE DRIVING RANGE AND SEVERAL AREAS ALONG THE CART PATHS. WE ARE EXPERIENCING WASHES IN A NUMBER OF PLACES ALONG THE CART PATHS, AND WE ARE WORKING TO CORRECT THESE IN THE DAYS AHEAD, AS WEATHER PERMITS.

TANNER BROTHERS WILL BE DRESSING UP ALONG THE CART PATHS. IT IS OUR RECOMMENDATION THAT WE START IMMEDIATELY LAYING SOD IN AREAS WHERE WE ARE EXPERIENCING EROSION, ALSO IN AREAS THAT WILL BE DIFFICULT TO SPRIG IN THE SPRING. MY REASON FOR MAKING THIS RECOMMENDATION IS, WE HAVE A COMPANY THAT HAS 419 BERMUDA SOD THAT IS OVERSEEDDED WITH RYE GRASS. THEY WILL GIVE US A WRITTEN GUARANTEE (COPY ATTACHED) THAT IT WILL COME OUT OF DORMANCY AND THAT 95% WILL LIVE IN THE SPRING. IT IS POSSIBLE WE WILL BE ABLE TO RECOVER SOME OF THE COST OF THIS SOD FROM TIM COX OR EXTERIOR DESIGNING, INC. BUT I DO NOT FEEL WE CAN AFFORD TO WAIT TO DETERMINE THIS SINCE WE NEED TO MAKE ALL THE PROGRESS POSSIBLE BY SPRING. I ESTIMATE IT COULD BE POSSIBLE TO LAY UP TO 100,000 SQUARE FEET OF SOD BY SPRING AT A COST OF .13 PER SQUARE FOOT.

SINCERELY,

WADE QUEEN
ACTING DIRECTOR OF GOLF

December 2, 1991

Wade Queen
Clubhouse Manager
Sugar Hill Golf Course
City Of Sugar Hill
6094 Suwanee Dam Road
Sugar Hill, Ga. 30518
(404) 271-0519

Dear Mr. Queen;

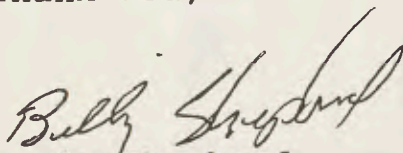
Thank you for coming by the office, I enjoyed our talk together. As I said to you concerning the Bermuda Over-Seed, we'll tack down within 5 to 7 days, the people will be able to play golf on it within 2 (two) weeks after it is laid down.

It is great for erosion controll, as far as the rye goes, in the spring time mow it low to the ground use amino nitrate and it will grow beautifully.

Over-Seed needs to be fertilized approximately every 8 weeks, with 8-8-8 or 10-10-10 mixture.

If by following theses steps, I will guarranty that 95% of the Bermuda will come out in the spring. If not than I will replace the sod.

Thank You;


Billy Shepherd
Operations
Glen Oak's Management

BS/alb

the 1990s, the number of people with a disability in the United States has increased by 25% (U.S. Census Bureau 2000).

As a result of the increase in the number of people with a disability, the need for accessible information has become a national priority. The Americans with Disabilities Act (ADA) of 1990 (Public Law 101-354) is the first federal law that prohibits discrimination against people with disabilities in all areas of public life, including jobs, state and local government services, public accommodations, and telecommunications. The ADA also requires that people with disabilities have access to information and communication technology (ICT) (U.S. Department of Justice 2001).

One of the most important areas of ICT is the Internet.

The Internet has become a major source of information for people with disabilities. It provides a wide range of services, including online shopping, banking, and government services. However, many people with disabilities have difficulty using the Internet because of accessibility barriers.

Accessibility barriers are obstacles that prevent people with disabilities from using ICT. These barriers can be physical, such as a lack of wheelchair access, or digital, such as a lack of screen reader compatibility.

One of the most common digital accessibility barriers is the lack of screen reader compatibility. Screen readers are software programs that allow people with visual impairments to use computers. They read out loud the text on the screen and describe the graphics. However, many websites are not designed to be compatible with screen readers, making it difficult for people with visual impairments to use them.

Another common digital accessibility barrier is the lack of keyboard accessibility. Many websites are designed to be used with a mouse, but they are not designed to be used with a keyboard. This makes it difficult for people with physical disabilities to use them. Additionally, many websites have complex navigation structures that are difficult to use with a keyboard.

There are several ways to improve the accessibility of websites. One way is to use accessibility guidelines, such as the Web Content Accessibility Guidelines (WCAG).

WCAG is a set of guidelines that provide a framework for making websites accessible to people with disabilities. It covers a wide range of issues, including text alternatives, keyboard accessibility, and screen reader compatibility. Following WCAG can help ensure that websites are accessible to all people, regardless of their disabilities.

Another way to improve the accessibility of websites is to use accessibility testing tools. These tools can help identify accessibility barriers and provide suggestions for how to fix them.

Accessibility testing tools can be used to test websites for a variety of accessibility issues, including screen reader compatibility and keyboard accessibility.

One of the most popular accessibility testing tools is JAWS. JAWS is a screen reader that can be used to test websites for screen reader compatibility. It can read out loud the text on the screen and describe the graphics. It can also identify accessibility barriers and provide suggestions for how to fix them.

Another popular accessibility testing tool is NVDA. NVDA is a screen reader that can be used to test websites for screen reader compatibility. It can read out loud the text on the screen and describe the graphics. It can also identify accessibility barriers and provide suggestions for how to fix them.

There are also several keyboard accessibility testing tools available. These tools can help identify keyboard accessibility barriers and provide suggestions for how to fix them.

One of the most popular keyboard accessibility testing tools is Keyboardium. Keyboardium is a keyboard accessibility testing tool that can be used to test websites for keyboard accessibility. It can identify keyboard accessibility barriers and provide suggestions for how to fix them. It can also simulate keyboard navigation and provide feedback on the results.

Another popular keyboard accessibility testing tool is Keyboardium. Keyboardium is a keyboard accessibility testing tool that can be used to test websites for keyboard accessibility. It can identify keyboard accessibility barriers and provide suggestions for how to fix them. It can also simulate keyboard navigation and provide feedback on the results.

There are also several screen reader testing tools available. These tools can help identify screen reader compatibility barriers and provide suggestions for how to fix them.

One of the most popular screen reader testing tools is JAWS. JAWS is a screen reader that can be used to test websites for screen reader compatibility. It can read out loud the text on the screen and describe the graphics. It can also identify accessibility barriers and provide suggestions for how to fix them.

Another popular screen reader testing tool is NVDA. NVDA is a screen reader that can be used to test websites for screen reader compatibility. It can read out loud the text on the screen and describe the graphics. It can also identify accessibility barriers and provide suggestions for how to fix them.

There are also several accessibility testing services available. These services can help identify accessibility barriers and provide suggestions for how to fix them.

One of the most popular accessibility testing services is Accessible. Accessible is an accessibility testing service that can be used to test websites for accessibility. It can identify accessibility barriers and provide suggestions for how to fix them.

Another popular accessibility testing service is UserWay. UserWay is an accessibility testing service that can be used to test websites for accessibility. It can identify accessibility barriers and provide suggestions for how to fix them.

There are also several accessibility testing frameworks available. These frameworks can help ensure that websites are accessible to all people, regardless of their disabilities.

One of the most popular accessibility testing frameworks is WCAG. WCAG is a set of guidelines that provide a framework for making websites accessible to people with disabilities. It covers a wide range of issues, including text alternatives, keyboard accessibility, and screen reader compatibility.

Another popular accessibility testing framework is ARIA. ARIA is a set of guidelines that provide a framework for making websites accessible to people with disabilities. It covers a wide range of issues, including text alternatives, keyboard accessibility, and screen reader compatibility.

TORO

TURF CARE PRODUCTS INC.

We help you grow.

ORDER NUMBER

27869

DISTRIBUTORS OF:

Quality Outdoor Power Equipment & Supplies

7730 THE BLUFFS, N.W. • AUSTELL, GA. 30001

404 941-9540

SOLD TO

Sugar Hill Golf course

SHIP TO

CUSTOMER NUMBER		C. A.
DATE	<input type="checkbox"/> STOCK <input type="checkbox"/> DIRECT	PURCHASE ORDER
SHIPPING INSTRUCTIONS		WEIGHT

DATE OF ORDER	B.O. FROM INV.	CUSTOMER P. O. NO.	F.O.B. POINT	TERMS	SALESMAN NO.	DATE SHIPPED	SHIPPING CHARGE	DATE DESIRED
---------------	----------------	--------------------	--------------	-------	--------------	--------------	-----------------	--------------

12/4/91 *Net 15th 230*

QUANTITY ORDERED	QUANTITY SHIPPED	QUANTITY BACK ORDERED	VENDOR NO.	PART NUMBER	DESCRIPTION	UNIT	AMOUNT	COST
2	2			45200	10 Gallon Cooler	78.20	156.40	
2	2			45300	Cup dispenser	13.80	27.60	
2	2			40125	Kooler Aid Stand Top	156.40	312.80	
1	1			1001	Cup cutter ^{Style D} Lever Action	88.32	88.32	
1	1			1030	Hole cutter guide	69.00	69.00	
2	2			1031	Cup SETTERS	23.46	46.92	
2	2			33200	Cup Hook	4.14	8.28	
1	1			950	Cup cleaner	33.95	33.95	
3	3			1008	7" Scalloped Blade	20.98	62.94	
							<i>8,220.41</i>	
							<i>7,751.21</i>	

*469.20
Cooler
+ Stand*

RECEIVED BY

TORO

Thank You! We Appreciate Your Business.

DATE ENTRY

ALL CLAIMS & RETURNED GOODS MUST BE ACCOMPANIED BY THIS ORDER





TURF CARE PRODUCTS INC.

We help you grow.

ORDER NUMBER

27867

DISTRIBUTORS OF:
Quality Outdoor Power Equipment & Supplies

7730 THE BLUFFS, N.W. • AUSTELL, GA. 30001
404 941-9540

SOLD TO: • Sugar Hill Golf Course
• Sugar Hill, Ga

SHIP TO: • Sugar Hill Golf Course
• Swanee Dam Rd,
• Sugar Hill, Ga

CUSTOMER NUMBER		C. A.
DATE	<input type="checkbox"/> STOCK <input type="checkbox"/> DIRECT	PURCHASE ORDER
SHIPPING INSTRUCTIONS		WEIGHT

DATE OF ORDER	B.O. FROM INV.	CUSTOMER P. O. NO.	F.O.B. POINT	TERMS	SALESMAN NO.	DATE SHIPPED	SHIPPING CHARGE	DATE DESIRED
12/4/96				Net 5 TH	930			

QUANTITY ORDERED	QUANTITY SHIPPED	QUANTITY BACK ORDERED	VENDOR NO.	PART NUMBER	DESCRIPTION	UNIT	AMOUNT	COST
50	50			05250	Red Dimple Tee Markers	5.29	264.50	
50	50			05251	White Dimple " "	5.29	264.50	
50	50			05252	Blue Dimple " "	5.29	264.50	
50	50			05253	Yellow Dimple " "	5.29	264.50	
14	14			09200	Red Fwy Marker	10.35	144.90	
14	14			09201	White Fwy Marker	10.35	144.90	
14	14			09202	Blue Fwy Marker	10.35	144.90	
9	9			18100	Practice Green cup	3.59	32.31	
9	9			20532	White CAST AL-Head	6.90	62.10	
9	9			20142	Red Fiberglass rods	1.56	14.04	
9	9			20322	Black Base	3.45	31.05	
25	25			26987	7 foot yellow Raydine	12.42	310.50	



RECEIVED BY _____

Thank You. We Appreciate Your Business.
DISCOUNT ENTRY

ALL CLAIMS & RETURNED GOODS MUST BE ACCOMPANIED BY THIS ORDER



1944

1944

1944



TURF CARE PRODUCTS INC.

We help you grow.

ORDER NUMBER

27868

DISTRIBUTORS OF:

Quality Outdoor Power Equipment & Supplies

7730 THE BLUFFS, N.W. • AUSTELL, GA. 30001

404 941-9540

SOLD TO

• Sugar Hill Golf Course • Sugar Hill Golf Course
 • Sugar Hill, Ga. • Suwanee Dam Rd.
 • Sugar Hill, Ga.

SHIP TO

CUSTOMER NUMBER		C.A.
DATE	<input type="checkbox"/> STOCK <input type="checkbox"/> DIRECT	PURCHASE ORDER
SHIPPING INSTRUCTIONS		WEIGHT

DATE OF ORDER	B.O. FROM INV.	CUSTOMER P. O. NO.	F.O.B. POINT	TERMS	SALESMAN NO.	DATE SHIPPED	SHIPPING CHARGE	DATE DESIRED
12/14/91				Net 15 TH	230			

QUANTITY ORDERED	QUANTITY SHIPPED	QUANTITY BACK ORDERED	VENDOR NO.	PART NUMBER	DESCRIPTION	UNIT	AMOUNT	COST
25	25			18200	Plastic Ritz Cup	4.50	112.50	
2	2			22190	Red Nylon Tie Flags	36.34	72.68	
2	2			22210	Yellow Nylon Tie Flags	36.34	72.68	
20	20			205	MASTER Red Ballwasher	128.34	2,566.80	
1	1			05355	Placement Flag Yellow/Bk w/cran	26.68	26.68	
1	1			05356	FL/Black Placement Flag w/cran	26.68	26.68	
20	20			310	Round Portable Base	55.20	1,104.00	
25	25			13100	White 9 Gallon Littercaddy ^{w/spike}	29.44	736.00	
12	12			14300	Floor Spike Hoener SAIT	21.16	253.92	
72	72			11600	Yellow Economy Rake	4.37	314.64	
2	2			04965	CHIX Tee Towel	78.20	156.40	
1	1			03200	Ball Washer Fluid	28.52	28.52	



RECEIVED BY _____

Thank You We Appreciate Your Business.

D ENTRY

ALL CLAIMS & RETURNED GOODS MUST BE ACCOMPANIED BY THIS ORDER



1911

1911



TELEPHONE
404 691-4801

TURF CARE PRODUCTS INC.

We help you grow.

4505 MILLS PL., SW.
ATLANTA, GA. 30338

12/5/91

Mr. Jeff HeFner
Sugar Hill Golf course

DELIVERY _____

F.O.B. Destination

PAGE NUMBER 1 OF 3

WE QUOTE YOU AS FOLLOWS:

QUANTITY	STOCK NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
<u>1</u>		<u>TORO Greensmaster</u> <u>3000 Riding Triplex Greensmower</u> <u>Equipped with 16 H.P. Kohler Gas Engine,</u> <u>8 Blade Cutting UNITS, Wettle rollers</u> <u>and rear roller scraper</u> <u>UNIT will also be equipped</u> <u>with an additional set of (3) 11 Blade</u> <u>Cutting units, Wettle rollers and rear</u> <u>roller scrapers, a set of (3) Grooming</u> <u>heel ATTACHMENTS and a set of</u> <u>(3) Thatching UNITS.</u>		
		<u>TOTAL Price</u>		<u>19097.00</u>

TERMS: Net 15TH Prox

TAX: PLUS APPLICABLE SALES TAX. TAX IS FIGURED ON TOTAL PRICE (NOT DISCOUNTED PRICE) IF A TERMS DISCOUNT IS GIVEN.

THE PRICES SHOWN WILL BE VALID FOR 60 DAYS FROM DATE OF ISSUANCE. AFTER THIS PERIOD, WE RESERVE THE RIGHT TO MAKE ANY PRICE ADJUSTMENTS THAT HAVE OCCURRED.

BY Michael W. Lantry

QUOTATION NO.

THE UNIVERSITY OF CHICAGO PRESS
50 EAST LEXINGTON AVENUE
NEW YORK, N.Y. 10017
TEL: 212 850 6640
FAX: 212 850 6641
WWW.CHICAGO.PRESS.COM



TELEPHONE
404 691-4801

TURF CARE PRODUCTS INC.

We help you grow.

4505 MILLS PL., S.W.
ATLANTA, GA 30336

12/5/91

Mr. JEFF HEFNER
Sugar Hill Golf Course

DELIVERY _____

F.O.B. Destination

PAGE NUMBER 2 OF 3

WE QUOTE YOU AS FOLLOWS:

QUANTITY	STOCK NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
1		TORO Greensmaster 3700 Riding Triplex Greens Mower Equipped with 16 H.P. Twin Cylinder Gas Engine, Hydraulic Leak Detector, 8 Blade Cutting UNITS, Wettle rollers and rear roller scrapers. UNIT will also be equipped with an additional set of (3) 11 Blade Cutting UNITS with Wettle rollers and rear roller scrapers, a set of (3) Grooming reel ATTACHMENTS and a set of (3) Thatching UNITS		
				TOTAL Price 20868.00

TERMS: Net 15th Prox

TAX: PLUS APPLICABLE SALES TAX. TAX IS FIGURED ON TOTAL PRICE (NOT DISCOUNTED PRICE) IF A TERMS DISCOUNT IS GIVEN.

THE PRICES SHOWN WILL BE VALID FOR 60 DAYS FROM DATE OF ISSUANCE. AFTER THIS PERIOD, WE RESERVE THE RIGHT TO MAKE ANY PRICE ADJUSTMENTS THAT HAVE OCCURRED.

BY Michael M. Lantry

QUOTATION NO.

TELEPHONE
404 691-4801

TURF CARE PRODUCTS INC. We help you grow.

4505 MILLS PL., S.W.
ATLANTA, GA. 30336

1215191

MR. JEFF HEFNER

SUGAR HILL GOLF COURSE

DELIVERY _____

F.O.B. DESTINATION

PAGE NUMBER 3 OF 3

WE QUOTE YOU AS FOLLOWS:

QUANTITY	STOCK NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
1		TORO Greensmaster 3000 Diesel Riding Triplex Greensmower Equipped with 8 Blade Cutting Units, Wettle Rollers and Rear Roller Scrapers. UNIT Will Also Be Equipped with an additional set of 8 blade cutting units, Wettle roller and rear roller scrapers, a set of 3 beaming keel attachments and a set of Thatching Units.		
TOTAL Price			\$	22085.00

TERMS: Net 15TH Prox

TAX: PLUS APPLICABLE SALES TAX. TAX IS FIGURED ON TOTAL PRICE (NOT DISCOUNTED PRICE) IF A TERMS DISCOUNT IS GIVEN.

THE PRICES SHOWN WILL BE VALID FOR 60 DAYS FROM DATE OF ISSUANCE. AFTER THIS PERIOD, WE RESERVE THE RIGHT TO MAKE ANY PRICE ADJUSTMENTS THAT HAVE OCCURRED.

BY Michael W. Darity

QUOTATION NO.

SOUTHEAST TURF & COMMERCIAL

Jacobsen Division of Textron Inc.

December 4, 1991

Sugar Hill Golf Course
 6094 Suwanee Dam Road
 Buford, Ga. 30518
 Attn: Jeff Hefner

\$20,088.00

Dear Sir:

I am pleased to quote you prices on the following equipment:

- 1 - Jacobsen Greens King IV, 16 HP Gas, 9 blade reels, individual reel control & back lapping are standard equipment, 2 pc. high-back seat \$11,500.00 ✓
- 1 - Jacobsen Greens King IV, 16.5 HP Diesel, 9 blade reels, individual reel control, back lapping, & power steering are standard equipment, 2 pc. high-back seat \$14,200.00
- 1 - Set of Jacobsen Groomers for Greens King \$ 2,600.00 ✓
- 1 - Set of Jacobsen Verticut Mowers \$ 2,061.00 ✓
- 1 - Set of Jacobsen rear power brush cleaner kit \$ 606.00 ✓
- 1 - Set of grooved front rollers N/C
- 1 - *Set of 3 replacement 9 BLADE reels complete with GROOVED front rollers & REAR power brushes* *\$3,321.00 ✓*

	<u>Unit</u>	<u>Price</u>
9 - Practice Green putting cups, part # 940	\$ 3.40	\$ 30.60
1 - Executive practice Green marker 1-9 numbered #917-A		\$ 73.00
25 - 7' Creamy yellow flag pole #725	\$ 13.30	\$ 332.50

SOUTHEAST TURF & COMMERCIAL

Jacobsen Division of Textron Inc.

December 6, 1991

Sugar Hill Golf Course
Attn: Jeff Hefner
6094 Suwanee Dam Rd.
Buford, Ga. 30518

Dear Jeff,

I am pleased to quote you on the following equipment:

1 - Set of 3 replacement 9-blade reels, complete with grooved front rollers & rear power power brush cleaner	\$3,321.00
---	------------

Thank you for the opportunity to quote you these prices. If you
have any questions, give me a call.

Sincerely,

Mark Hendricks

Mark Hendricks
Sales Representative
Southeast Turf & Commercial

cc: Bob Shields, Sales Manager

MH/ta

File:#1

SOUTHEAST TURF & COMMERCIAL

Jacobsen Distributor

Jon NF - 315.00

December 4, 1991

Sugar Hill Golf Course
6094 Suwanee Dam Road
Buford, Ga. 30518
Attn: Jeff Hefner

on rollers

A 20,403.00

Bob-Shields

3,321.00
- 17,082.00
2 - 19,782.00

Dear Sir:

I am pleased to quote you price

- 1 - Jacobsen Greens King IV, 16 HP Gas, 9 blade reels, individual reel control & back lapping are standard equipment, 2 pc. high-back seat \$11,500.00
- 1 - Jacobsen Greens King IV, 16.5 HP Diesel, 9 blade reels, individual reel control, back lapping, & power steering are standard equipment, 2 pc. high-back seat \$14,200.00
- 1 - Set of Jacobsen Groomers for Greens King \$ 2,600.00
- 1 - Set of Jacobsen Verticut Mowers \$ 2,061.00
- 1 - Set of Jacobsen rear power brush cleaner kit \$ 606.00
- 1 - Set of grooved front rollers \$ 315.00

Green & Tee Supply List

	<u>Unit</u>	<u>Price</u>
9 - Practice Green putting cups, part # 940	\$ 3.40	\$ 30.60
1 - Executive practice Green marker 1-9 numbered #917-A		\$ 73.00
25 - 7' Creamy yellow flag pole #725	\$ 13.30	\$ 332.50

2

25 -	Plastic putting Green cups #920	\$ 4.30	\$ 107.50
2 -	Sets of red plain nylon flags #815	\$ 34.00	\$ 68.00
2 -	Sets of yellow (gold) plain nylon flags #817	\$ 34.00	\$ 68.00
1 -	Set (18) of Custom Screen Printing flags with course logo (approx. price \$200.00, need sample of art work to get firm price)		(?)\$ 200.00 ✓
200 -	Plastic tee markers red, white, blue, & yellow #608 thru 611	\$ 3.90	\$ 780.00
2 -	Sets (9) repair ball mark flags #5356	\$ 29.00	\$ 58.00
20 -	Par-Aide master ball washer #205	\$ 121.00	\$ 2,420.00
20 -	Par-Aide portable base for ball washer #310	\$ 52.20	\$ 1,044.00
25 -	9 Gal. litter caddie, white with spike base	\$ 32.00	\$ 800.00
12 -	Spike Cleaner (floor mounted) #550	\$ 29.00	\$ 348.00
42 -	Fairway yardage marker #9200	\$ 7.50	\$ 315.00
72 -	Bunker rakes, 13" rake with aluminum handle #964	\$ 9.50	\$ 684.00
4 -	Cases (200 per case) tee towels	\$ 65.25	\$ 261.00
1 -	Case of ball washer detergent (2000 tablets) #103		\$ 108.50
1 -	Par-Aide lever action hole cutter #1001		\$ 83.50
3 -	Replacement blades for hole cutter	\$ 19.80	\$ 59.40

3

1 -	Hole cutter guide #1030		\$	65.25
2 -	Cup setters #1031	\$ 22.00	\$	44.00
2 -	Cup puller #1032	\$ 7.80	\$	15.60
1 -	Cup hole cleaner #950		\$	32.00

\$ 7,797.85

Thank you for the opportunity to quote you these prices. If you have any questions, feel free to give me a call.

Sept 200.00

Flap ext.

\$ 7,997.85

Sincerely,

Mark Hendricks

Mark Hendricks
Sales Representative
Southeast Turf & Commercial

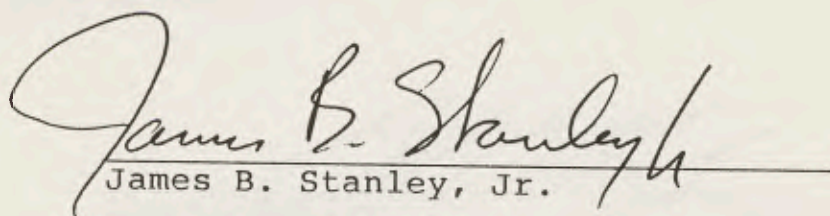
cc: Bob Shields, Sales Manager

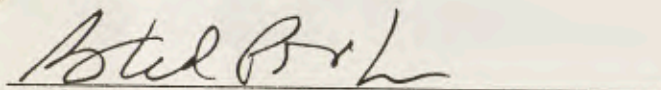
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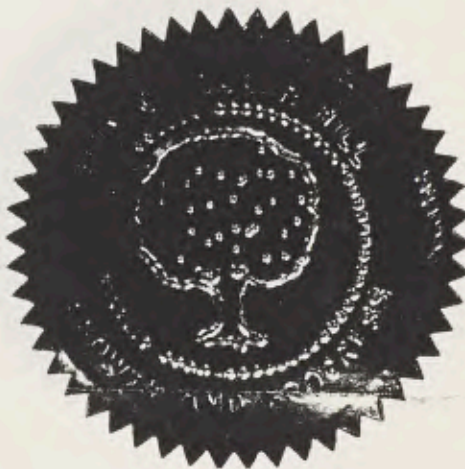
OATH OF OFFICE
CITY OF SUGAR HILL

"I, James B. Stanley, Jr., do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Office of Council Member during my continuance therein, so help me God."


James B. Stanley, Jr.

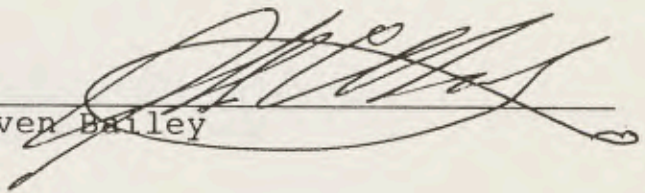

Ted Poole, Minister
Sugar Hill United Methodist Church

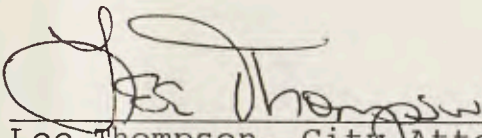
12/9/91
Date



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Steven Bailey, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Office of Council Member during my continuance therein, so help me God."


Steven Bailey


Lee Thompson, City Attorney

12/09/91
Date



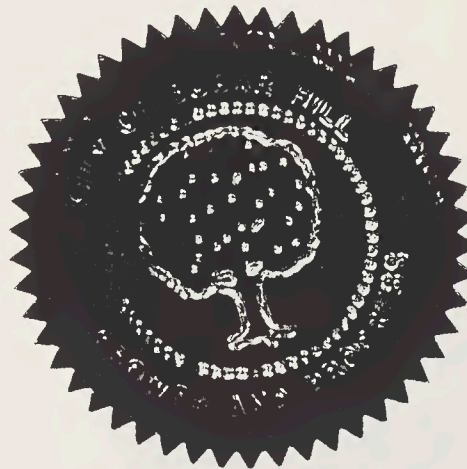
OATH OF OFFICE
CITY OF SUGAR HILL

"I, Reuben G. Davis, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Office of Council Member during my continuance therein, so help me God."

Reuben G. Davis
Reuben G. Davis

Lee Thompson
Lee Thompson, City Attorney

12/09/01
Date



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Melinda Petruzzi, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Planning & Zoning Board during my continuance therein, so help me God."

Melinda V. Petruzzi
Melinda Petruzzi

Lee Thompson
Lee Thompson, City Attorney

12/09/91
Date



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Bob Karsten, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Board of Appeals during my continuance therein, so help me God."

Bob Karsten
Bob Karsten

Lee Thompson
Lee Thompson, City Attorney

12/09/91
Date

