

Old Business: Speed Hump Request on Forest Green Drive.

This is the second request for a Speed Hump on Forest Green Drive.

There are twenty-seven homes on Forest Green Drive. We mailed out twenty-seven request forms.

Eighteen of you responded, there are thirteen no votes, nine no response and five yes votes.

FINANCE REPORT
JULY 11, 1994

There has been some concern regarding Funds for the lean months of July, August, and September of 1994.

I have looked at the Revenues and Expenditures of General Fund and the Income and Expenses of the Enterprise Funds for the months of July, August, and September for the years 1992 and 1993.

July average was a negative of	(\$ 80,565.58)
August average was a negative of	(\$ 48,032.00)
September average was a negative of	(\$ 60,225.44)
1992 average per month was a negative	(\$ 58,668.56)
1993 average per month was a negative	(\$ 61,782.31)
Monthly average was a negative	(\$ 60,225.44)

Averaging out (\$ 60,225.44) times 3 months for July, August, and September for 1994 gives a total negative of (\$ 180,676.32) plus a payment to GEFA due in August of \$55,000.00 for a total funds needed of \$235,676.00 to cover July, August, and September of 1994.

Funds we currently have on hand are:

Local Government Investment Pool GMA	\$ 299,462.84
Idle accounts in Trust Company Bank	<u>22,973.64</u>
Total Cash available	\$ 322,436.48

My recommendation at the present time is not to borrow any money. Use what we need for July, August, and September out of the GMA Local Government Investment Pool. We have transferred the inactive accounts out of Trust Company Bank to Southtrust Bank of Georgia, N.A. to the General Fund Account. Ruth and I talked about this inactive account and she reported that the auditors have also recommended that this transfer be done.

I know that the Landfill Lease Fees paid to the City of Sugar Hill by Mid-American Waste Systems, Inc. are being placed in an Escrow Account pending litigation settlement. This fund now has \$175,821.96. My recommendation is that if we should deplete the cash available in the GLIP, we use funds out of this Escrow Account and if and when we have to pay back the Landfill Lease Fees to Mid-American Waste Systems, Inc. we either replace the funds taken from the Escrow Account with Gas Revenue or borrow money at that time.

I do not think it is of interest to the citizens of Sugar Hill to borrow money when we have money on hand.

FINANCE REPORT
BETTY B. GARBUTT
FINANCE DIRECTOR

I am very concerned over the delinquency in the Utility Billing. As of August 3, 1994 there is \$54,103.14 in arrears from customers who have moved or who have been cut of for non payment. I understand that there was over \$50,000.00 written off at 1993 year end. I am recommending that we turn these delinquent account over to National Revenue Corporation for collection. I have enclosed two sheets giving information on this company. Steve and I have talked about this and he is in agreement that we turn the delinquent accounts over to them. We can turn 250 of these accounts over to them and if their collection is satisfactory we can periodically turn other accounts over to them for collection.

I have issued a memo to the Utility Department, a copy to you, that the Collection Policy will be strictly enforced. This is the only way that we can get a handle on the collections and keep them current.

I am currently working to get a supplemental billing for the 1994 Tax Digest to add the property annexed since 1989 which has not been added to the digest or taken off for some reason, but is still in the city limits. Ken and Kim have very good records and they have been very cooperative in helping me find the property and the dates which it was annexed. Steve Wallace of the Gwinnett Tax Office has agreed to provide me with all the valuations of the property when we find out what has not been added.

I have reassigned some of the duties in the Finance Department and everyone is cooperating to see that the work is being done in the most efficient and timely manner.

CITY OF SUGAR HILL
MAYOR AND COUNCIL MEETING
MONDAY, AUGUST 8, 1994
7:30 P.M.

Notice of Council Meeting was posted at City Hall by 12:00 P.M. on Friday, August 5, 1994.

The Mayor and Council of the City of Sugar Hill held their regular monthly council meeting on Monday, August 8, 1994 at 7:30 P.M. in the Community Service Building.

Those attending were: Mayor Gary Webster, Council Members Stephen Bailey, Reuben Davis, Charles Spradlin, and Jim Stanley, Interim Manager Steve Higgins, City Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Utilities and Development Director Ken Crowe, Golf Director Wade Queen, Attorney Lee Thompson, and guests from the community, the news media, and other interested parties.

Mayor Webster called the meeting to order at 7:30 P.M.

Council Member Steve Bailey led in prayer and the Pledge of Allegiance to the Flag.

Council Member Spradlin made a motion to adopt the Amended Agenda, seconded by Councilmember Bailey and unanimously approved by Council Members present. (4-0)

Council Member Spradlin made a motion to approve the July 11, 1994 Minutes as received and read by Council. The motion was seconded by Council Member Bailey and approved unanimously by Council Members Present. (4-0)

COMMITTEE REPORTS:

Planning and Zoning Board:

Council Member Stanley reported that the P & Z Board considered an annexation from Baron Herman and made the recommendation that the property be annexed into the City. A variance request for an addition to Mr. Spurlock's home was approved by the Board and they tabled a variance request from Ceramic Surfaces to the next meeting.

Recreation Board:

Council Member Davis reported the Board did not meet in July. There is a lot of Softball being played and he stated that it is reported that the fields are in great shape. North Gwinnett High School Softball Team will be using these fields for practice and their home games. He stated that the City is very proud of the

facility and honored to have the youth of North Gwinnett School to be playing on the fields. He reported that the Volleyball Field is almost complete. The Board will discuss a new roof for the Upper Pavilion and other cost related items at the next meeting. Gary Bagley will be returning to General Motors and will only work part time, so the Street and Bridge Department and the Prison Crews will be cutting the grass on the outside of the ball fields. The hours and duties for Gary Bagley were discussed.

Budget and Finance:

Finance Director Garbutt stated that delinquent accounts are being looked at and she recommends that the City turn over 250 accounts, for collection, to National Revenue Corporation at \$10.00 per account for a total of \$2,500.00. She reported that the Cut-Off Policy will be strictly enforced in the Utility Department. Tax information is being collected to prepare a supplemental digest to the 1994 Tax Digest. This is being done for property which has not been listed on several digests or has been taken off and is still in the city limits and not on the 1994 digest.

Solid Waste: (see attached report)

Council Member Spradlin gave a report on the status of the litigation between the City and Mid-American Waste Systems of Georgia. As of June 30, 1994 the legal fees are in the amount of \$20,289.19. A plan has been submitted to EPD for the closure activities and EPD is waiting a response from the City. He recommends that this be turned over to Steven O'Day's office for guidance. There was some discussion among the council concerning this issue.

Golf and Waste Water Treatment: (see attached report)

Council Member Bailey gave a comparison report for 1994 to 1993 on Revenues and Rounds played. Resident play has increased by 64.75% and non-resident play by 16.18%. He feels that the non-resident play is affected by not having a clubhouse facility. North Gwinnett Kiwanis will host a charity tournament on August 31st and on August 25th the Course will be hosting the Fantasy Golf Challenge.

The Waste Water Treatment Plant is operating well with virtually no problems in July. A total of four (4) pump stations will be decommissioned and will result in a savings in cost and operating expenses.

Jim Fisher, Chief Treatment Plant operator and his wife are hosting an exchange student from France. He congratulated Wade Queen and his team members for winning the Oldsmobile Scramble on July 24th. They will play on September 9th at the Athens Country Club.

OLD BUSINESS:

A) Collection of Delinquent Accounts:

Finance Director Garbutt expressed concern over the delinquent accounts in utility billing. The amount for the year so far is \$54,103.14 and over \$50,000.00 was written off at the end of 1993. She recommended that the city turn over 250 delinquent accounts to National Revenue Corporation at a cost of \$2,500.00. Council Member Stanley made a motion to turn the accounts over to National Revenue Corporation. Council Member Davis seconded the motion and there was considerable discussion concerning bidding out the service with Manager Higgins stating that he had no response from those companies which he contacted and also with Council Member Stanley commenting on the policy of utility deposits and stating that he felt the City should cease refunding the deposits and let the deposits stand for the account until such time as the account is terminated. This was discussed between the Council and Manager Higgins. Mayor Webster called for the vote on the motion, which passed unanimously. (4-0)

Council Member Stanley made a motion to immediately terminate the refund of utility deposits. Council Member Spradlin seconded the motion for discussion. After discussion on interest being paid on the deposits and the amount of deposits being paid between Council, Attorney Thompson, and Manager Higgins and discussion concerning allowing Manager Nevad and Clerk/Finance Director Garbutt to investigate the issue and report back at the next Council Meeting, the motion failed on a vote of Bailey, Davis, and Spradlin against and Stanley for the motion.

B) Report on the Election:

Clerk Garbutt reported that the Special Election has to be rescheduled due to a ruling made by the U. S. Department of Justice. All special elections have to be held on uniform dates during the year. In even number years it is the third Tuesday in March, the General Primary Date in June, the third Tuesday in September and the Tuesday after the first Monday in November. In odd number years, it is the third Tuesday in March, the third Tuesday in June, the third Tuesday in September and the Tuesday after the first Monday in November. The call of the election is the first date the call is published in the legal organ of the City. The Call will be August 12, 1994. Registration will end at 5:00 P.M. on August 19, 1994. Qualifying will begin at 8:00 A.M. on Monday, August 22, 1994 and end at 12:00 noon on Friday, August 26, 1994.

Attorney Thompson reported on the rescheduling of the Special Election. He stated that the Local Legislation, approved by

Council, which extended the homestead exemption \$2,000.00 for homeowners over 65, has to be ratified through a referendum. The referendum would normally be held in November, but since the Special Election is being held in September the City has the opportunity to hold the referendum along with the Special Election. He recommended that this be done and has prepared an ordinance to that effect. Public legal ads will be prepared to reflect the addition of the referendum to the Special Election. He also reported that he has spoken with Mr. Pitts from the Department of Justice concerning the requirement of identification when voting, asking that we have a ruling before the Special Election, but he has not heard from that request.

Council Member Stanley made a motion to accept the Ordinance as written, seconded by Council Member Spradlin and passed unanimously by Council Members present. (4-0)

C) Continuance of Video and Broadcast of Council Meeting:

Councilmember Bailey made a motion to continue the videoing and broadcasting of the Council Meetings, Councilmember Spradlin seconded the motion. Council Member Bailey reported that he has been in contact with Michelle Champaign and the cable company has agreed to video and broadcast one regular Council Meeting per month at no cost to the City or the subscribers for the duration of the franchise. Additional meetings will be broadcast per request at a cost per hour. The vote on the motion was unanimous of Council Members present. (4-0)

D) Scheduling of Budget Work Session:

A time for a Budget Work Session was discussed. The consensus was that a Saturday would be the best and if the Community Center is available that the session would be scheduled at 5:00 P.M., Saturday, August 27, 1994.

CITIZENS COMMENT:

Mr. Tom Wilson commented on receiving an apology from Mayor Webster and wanted to clarify if Mayor Webster was an employee of the City. Attorney Thompson stated that Mayor Webster was an elected official and not an employee. Mayor Webster calmly asked Mr. Wilson if there was anything else he wished to say, Mr. Wilson pointed to Mayor Webster, Councilmembers Stanley and Spradlin saying, "I want you, you, and you to resign".

Mr. Simon Johnson asked why the flags were not flying in the City. Manager Higgins stated that due to inclement weather the flags have not been flying, but certainly should have been today.

NEW BUSINESS:

A) Community Correction Corporation:

Lorrie Tipple was present to give a synopsis of the service of Community Correction Corporation which is a firm that handles fines and probations from court. Council Member Stanley made a motion to approve the contract, the motion died for lack of a second. Council Member Spradlin made a motion to table this issue until the next Council Meeting. Council Member Bailey seconded the motion which passed unanimously of Council Members present. (4-0)

B) Ordinance on Emergency Management:

Manager Higgins explained the Ordinance on Emergency Management and recommended approval. Council Member Stanley made a motion to approve the Ordinance. Council Member Bailey seconded the motion which passed unanimously by Council Members present. (4-0)

C) Annexation Public Hearing and Ordinance:

Council Member Spradlin made a motion to go into a Public Hearing. The motion was seconded by Council Member Stanley and approved unanimously by Council Members present. (4-0)

Mr. Ken Crowe, Superintendent of Utilities and Inspections, explained the purpose of the Public Hearing. This was concerning annexation of Lots 14, 15, & 17 owned by Mr. Baron Herman. This had been addressed and approved for tapping into the City sewer system at the June 1994 Council Meeting. Council Member Jim Stanley made a motion to approve the lots for annexation as approved by the P&Z Committee. The motion was seconded by Council Member Spradlin and Mayor Webster called for discussion from the citizens and the council. After discussion the motion was approved unanimously by Council Members present. (4-0)

Council Member Spradlin made a motion to go back into the Regular Council Meeting. Council Member Stanley seconded the motion which passed unanimously of Council Members present. (4-0)

Director of Golf Report:

No report. Council Member Stanley commended Director Queen for the Golf Course showing a profit YTD even after Debt Service.

City Clerk Report:

Clerk Garbutt reported that her office is busy trying to interpret H.B. 362 relating to the new business license law. She reported that she and Shirley Gibbs will be attending a half day seminar at the GJAC Building in Lawrenceville on August 30, 1994. The law will become effective on January 1, 1995. The personnel is also busy trying to get all the tax information ready for billing and also working on the 1995 Budget. She welcomed Mr. Nevad to the

City and stated that his expertise was going to be valuable to the City.

City Attorney Report:

Attorney Thompson has not been able to receive much information concerning the supplier for electricity to the golf course. They are awaiting information from the PSC. Manager Higgins reported that he has called the PSC but only received a docket number.

City Manager Report:

Manager Higgins gave an update on items addressed in the past. The speed hump problem on Forest Green Drive has been reassessed and letters have been mailed and responses are being received, and will be evaluated. He gave a more detailed report on the volleyball courts which are being constructed by the Street Department. Cross training is being done in the front office and has been well received by all employees involved. Meter audits have been restarted in the Utility Billing Department. The Beer License, for the golf course, is anticipated to go into effect on Tuesday, August 9, 1994. Required training is continuing in the Gas Department. Street paving is being done during the dry weather and is being done under the LARP Program. The sewer extension on Hillcrest is being evaluated. The Golf Course Audit is proceeding and work will resume on August 15, 1994.

Mr. Nevad reported meeting with all department heads and employees and looks forward to working with the City.

COUNCIL REPORTS:

Council Member Davis welcomed Mr. Nevad aboard and stated that with the caliber of people on board in Mr. Nevad and Mrs. Garbutt the City can only go forward. He pledged his support to both.

Council Member Stanley recommended that Attorney Thompson review the contract presented by Community Correction Corporation to see that the City's interest is protected. The consensus from the Council was this has their approval also.

Council Member Stanley stated he has had a lengthy conversation concerning alternatives available to provide water service to the new elementary school. He recommended that the City Manager and the Engineering Department investigate an idea of removing some meters from service and replacing three (3) meters with one (1) meter. The Council approved.

Council Member Spradlin reported that a Task Force has been working on the Voter Registration List. They are turning over 280 names to Mrs. Ruth Switzer, Election Superintendent, to be removed by the county registrar.

Council Member Bailey asked Manager Higgins to report on the recycling. Mr. Higgins reported that he has had no response from Southeast Recycling. He has received one (1) other proposal for a recycling program which will be turned over to Mr. Nevad. Council Member Stanley explained, in detail, why the recycling was stopped in the City.

CITIZEN'S COMMENTS:

Mr. Kevin Smith spoke on behalf of neighbors on Sugar Creek Drive asking that the City consider placing speed humps on this long, straight street to try to reduce the drag-racing there. He asked for a resident study of the residents on Sugar Creek Drive concerning the speed humps. Mayor Webster asked the City Manager to send out the letters for this study of Sugar Creek Drive residents.

Council Member Stanley asked to respond to Mr. Smith on a letter he wrote to the editor concerning the City's working on state right-of-way. He explained in detail why the City helps with this work. This was discussed between Mr. Smith and Council Member Stanley. Mr. Smith stated that "Government which governs the least governs the best". Council Member Davis expressed to Mr. Smith that he liked that quote.

Joan Hoffman
Mrs. Joan Hoffman asked if the Prison Crews were working. Mayor Webster reported that there are three (3) crews working.

EXECUTIVE SESSION:

Council Member Stanley made a motion to go into Executive Session to discuss personnel at 8:40 P.M. Attorney Thompson stated that the parties involved were not present, so there was no need to go into the Executive Session. Council Member Stanley withdrew his motion.

Manager Higgins expressed his appreciation to the Council for their support, guidance, and assistance during his term as Interim Manager for the City. He stated that it has been a very rewarding experience working with the City and the citizens of Sugar Hill. He wished the City the best. The Mayor and Council expressed their appreciation to Mr. Higgins.

Council Member Spradlin made a motion to adjourn. Council Member Stanley seconded the motion.

The meeting adjourned at 8:55 P.M.

MOTION AND VOTE REGISTER
COUNCIL MEETING-AUGUST 8, 1994

MOTION DATE	BAILEY	DAVIS	SPRADLIN	STANLEY	WEBSTER
Adopt Agenda Spradlin 08/11/94	yes	yes	yes	yes	N/A
Approve Minutes Spradlin 08/11/94	yes	yes	yes	yes	N/A
Delinquent Accts. NRC-\$2,500.00 Stanley 08/11/94	yes	yes	yes	yes	N/A
Terminate Utility Deposits Stanley 08/11/94	no	no	no	yes	N/A
Special Election and Referendum Stanley 08/11/94	yes	yes	yes	yes	N/A
Cable Video and Broadcast Bailey 08/11/94	yes	yes	yes	yes	N/A
Table CCC Contract Court Collections Spradlin 08/11/94	yes	yes	yes	yes	N/A
Emergency Management Ordinance Stanley 08/11/94	yes	yes	yes	yes	N/A
Enter Public Hearing Spradlin 08/11/94	yes	yes	yes	yes	N/A
Annex Herman Property Stanley 08/11/94	yes	yes	yes	yes	N/A
End Public Hearing Spradlin 08/11/94	yes	yes	yes	yes	N/A
Adjourn Meeting Spradlin 08/11/94	yes	yes	yes	yes	N/A

**CLERK'S REPORT
BETTY B. GARBUTT**

The Election has been rescheduled for September 20, 1994, due to the ruling handed down by the U.S. Department of Justice. All Special Elections must be held on four (4) uniform dates during the year. The following is a list of those dates:

EVEN NUMBER YEARS:

Third Tuesday in March
General Primary Date
Third Tuesday in September
Tuesday after First Monday in November

ODD NUMBER YEARS:

Third Tuesday in March
Third Tuesday in June
Third Tuesday in September
Tuesday after First Monday in November

The Call of the Election is the first date the Election is published in the paper, therefore the Call of the Election will be August 12, 1994. Registration will end on Friday, August 19, 1994 at 5:00 P.M. Qualifying will begin on Monday, August 22, 1994 at 8:00 A.M. and will end at 12:00 Noon on Friday, August 29, 1994.

Things are running very smoothly in the Clerk's Office, we are busy trying to get everything ready for 1994 tax billing. We are also looking forward to having Warren Nevad on board and look forward to a smooth transition period.

We also have to have things ready for the new license regulations covered under House Bill 362. Shirley Gibbs and I will be attending a one half (1/2) day seminar, concerning these new regulations, at the GJAC building in Lawrenceville on Tuesday, August 30, 1994.

Please feel free to discuss any city business with me at any time. Fully informed employees make better employees and confidentiality, if needed, will be observed at all times. Working together we can make Sugar Hill a city to be proud of.

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COMMUNITY CORRECTIONS CORPORATION

COMMUNITY CORRECTIONS CORPORATION provides a new generation of offender management services for courts throughout the State of Georgia and the nation. Recent legislation passed by the Georgia General Assembly now allows court systems to contract with private entities to provide probation and rehabilitation services, maintain offender accountability and offer rehabilitation services for offenders such as DUI, Domestic Violence, Bad Check, Drugs, and Traffic Offenses.

The unique programs offered by Community Corrections offer offenders life skills they may not be able to acquire elsewhere. The offender management services provides offender accountability to the courts and alleviates much of the burden of tracking the offender off of the court staff allowing for time to be spent attending to necessary court duties.

These two facets of Community Corrections programs and services, combined with over 50 years experience in both the probation and rehabilitation fields ensures that the courts being served by CCC will be provided with nothing less than superior services.

PROGRAMS AND SERVICES

COURT SERVICES

Staff will voluntarily attend court, complete personal history forms, and initiate the collection of court ordered fines and fees. Individual files will be established, records will be maintained for reports of program participation, and a payment history of all the offenders financial transactions will be maintained until the offender has completed all of the court ordered conditions.

COMMUNITY SERVICE WORK

CCC staff will voluntarily coordinate all activities for those offenders who are ordered to perform community service work. This will include arranging for the work, follow up of performance, and the keeping of records maintained of program participation as requested by the Court.

SUBSTANCE ABUSE PROGRAM

An evaluation with training, and an aftercare program to assist persons in analyzing the attitudes and values which emphasizes the impact of substance abuse on themselves and their family. Individuals will learn how heredity, personality, family, and the environment contribute to abuse. Individuals will be involved in aftercare goals attainment and strategy session

PERSONAL RESPONSIBILITY PROGRAM

An instructional program based on the principles of responsibility psychology. An assessment of learning styles, coping behaviors and outcomes of responsible behaviors is the early focus of the program. Identifying, developing, and nurturing dependable, reliable, and efficient behaviors is the expected outcome.

FINANCIAL MANAGEMENT PROGRAM

An evaluation, with training and aftercare program to assist persons who have failed to make good on a check or have written a series of bad checks over time. A program to assist the individual in learning about personal attitudes, behaviors, stress, financial management, and the development of new coping strategies.

CONFLICT RESOLUTION

An evaluation and intensive training program (30 hours) directed toward teaching participants about violent behavior. Participants will understand the factors which cause violent behavior leading to the development of goals and strategies to overcome violence in their personal lives. After care programs are administered by counseling groups on an as needed basis.

EMPLOYMENT PROGRAM

An evaluation, with training and instruction on how to write a resume, organize a job search, look for a job, and complete job applications. A review of personal values and strengths with a view of their impact on employment. Follow up sessions will concentrate on the interview process, job placement and job retention activities.

DRUG/ALCOHOL SCREENS

CCC staff will, collect on a random basis, urine and or breath samples for the purpose of determining the presence of alcohol and or illegal drugs in the offenders system.

CPR/FIRST AID

A training program (8 Hours) of lecture, activity, and demonstration on one rescuer, CPR, airway obstructions, bleeding, fracture, shock and moving victims. Course concentration includes accident dynamics as well as life saving techniques. A CPR certificate is awarded upon program completion.

ELECTRONIC MONITORING

Community Corrections Corporation contracts with BI Incorporated. BI Incorporated is a Colorado corporation with computer and operations center located Boulder, Colorado and Anderson, Tennessee for all electronic monitoring services provided by Community Corrections. Curfews, arrival times, and departure times are all programmed into the computer for each day of the week to accommodate room time, work schedules, counseling periods, or medical visits. Notice of violations of the curfew is made to each probation officer for evaluation on an immediate basis. Community Corrections provides all monitors, transmitters, supplies, forms, straps etc., and assists with an inventory of equipment to accommodate immediate hookup and monitoring services.

OFFENDER MANAGEMENT

Offender management programs include community and supervision program, diversion, restitution, pretrial, and reintegration centers. Also offered is electronic surveillance and specialized community offender supervision programs. All offenders are monitored on a weekly by both probation officers and an offender management system on computers. This allows probation officers to keep the offender accountable on a more frequent and accurate basis.

All educational, rehabilitation, and offender management programs offered by Community Corrections are administered by professionally trained teachers, educators, counselors, and probation officers that are fully qualified and experienced to perform such duties.

COMMUNITY CORRECTIONS CORPORATION

PRINCIPAL'S RELATED EXPERIENCE

- * Director - Georgia Probation System: 7 Years
- * Regional Director - Georgia Department of Corrections: 2 Years
- * Deputy Commissioner of Research and Planning, Department of Corrections: 3 Years
- * Executive Vice President for company providing residential corrections programs in Colorado: 2 years
- * President - Company providing community corrections management/training/and consultation services to City, County, and State entities
- * President - National Association of Probation

SUBSTANCE ABUSE/REHABILITATION

- * Trained all South Carolina Juvenile Court Workers;
- * Conducted Classes and provided counseling services for over 1200 substance abuse offenders in Georgia;
- * Developed model treatment program for offenders in Houston, Texas;
- * Developed residential jail release center for alcohol offenders in Littleton, Colorado.
- * Developed and presently administering unique programs specifically designed to teach offenders responsibility and to develop new coping strategies.
- * Developed and presently administering counseling programs specifically designed for treating offenders convicted of battery and domestic violence.

PROBATION

- * Directed Georgia Probation System;
- * Designed and implemented Probation System - Houston, Texas
- * Designed Arkansas Probation System;
- * Designed Arizona Intensive Supervision Program and trained all related officers;
- * Trained Illinois Intensive Probation Officers;
- * Trained Texas' Chief Probation offices in intensive probation;
- * Designed Tennessee Intensive Parole System;
- * Designed Texas' Restitution Center Programs;
- * Designed and implemented Pre-Release center for Colorado;
- * Directed Probation system for service delivery to Superior, State, Probate, Magistrate and Municipal Courts in Georgia;
- * Designed Pretrial Diversion program for the State Court of Rockdale County.
- * Designed probation specific offender computer tracking system which facilitates the tracking of all offenders throughout the State of Georgia that pass through CCC's probation system.

BENEFITS OF PROGRAMS & SERVICES

- * Saves court time in tracking and monitoring offenders;
- * Provides programs otherwise not available;
- * Instant offender status access and reports;
- * Coordinate and verify completion of all special conditions of probation in addition to handling collections of ALL partial payments for the Court;
- * Less risk posed by the offender to the Community when monitored on a weekly basis;
- * Offenders are in attendance at and complete special programs up to 4 times faster also requiring less cost;
- * Saves the City/County future liability and taxpayer's dollars by having to hire additional staff to monitor and track offenders progress;
- * State of the art computer tracking system aids staff in monitoring offenders;
- * Extensive experience in both collecting and accounting for offenders court ordered fines;
- * Staff professionally trained to work specifically with misdemeanor cases;
- * All work done by a Financially Stable, Professional Company who recognizes risks offenders pose to the community;
- * Superior Company Leadership - Over 50 years experience in Offender Management System design, implementation, rehabilitation.
- * \$1,000,000 in Professional Liability Insurance - This relieves the City/County of liability for possible errors made by contracting agency.
- * COMMUNITY CORRECTIONS is presently providing Probation and/or Rehabilitation Services to over Fifty (50) Court Systems in Georgia.

For More Information and a full proposal and presentation on Community Corrections Probation and Rehabilitation Services Contact:
RICHARDE. LONGFELLOW, Ph.D.
P.O. BOX 81308
CONYERS, GEORGIA 30208 || (404) 760-1616

STATE OF GEORGIA
CITY OF SUGAR HILL

CONTRACT FOR PROBATION SUPERVISION
AND REHABILITATION SERVICES

THIS CONTRACT made and entered into this _____ day of _____, 19_____, between The CITY OF SUGAR HILL, GEORGIA (hereinafter referred to as "County") and COMMUNITY CORRECTIONS CORPORATION (hereinafter referred to as "CCC"), to be approved as to form by the Judge of the Municipal Court (hereinafter referred to as the "Court").

WITNESSETH

WHEREAS, City is permitted by O.C.G.A. ~42-8-102 to provide general probation supervision, fine collection services, counseling and other probation services for persons convicted of certain misdemeanors; and

WHEREAS, CCC is uniquely qualified and experienced in providing comprehensive professional services and is willing to contract with City in an effort to comply with the legislative enactment as well as all standards and qualifications as set forth by the Advisory Council for Probation; and

WHEREAS, the parties hereto deem it in their respective best interests and each will best be served by entering into said Contract for the provision by CCC of such probation services as ordered by the Court.

NOW THEREFORE, in consideration of the premises and the mutual benefits and covenants provided under the terms and conditions of this Contract, the parties hereto agree as follows:

1. DESIGNATION BY CITY

The City shall designate CCC as the private entity to coordinate and provide direct probation and rehabilitation programs services to offenders sentenced by and under the jurisdiction of the Court.

2. SCOPE OF SERVICES

CCC shall provide the services and programs for the misdemeanor offenders placed on probation by the Court which shall include the following particulars:

- A. Comply with the legislative enactment (O.C.G.A. ~42-8-102) as well as all standards and qualifications as set forth by the Advisory Council for Probation.
- B. Operate under the conditions as agreed to by and between CCC and the Court, as more fully set forth in Exhibit "A" attached hereto.
- C. Provide such services as specifically set forth in Exhibit "B" for the provisions of services to offenders under the jurisdictions of the Court.
- D. Meet, maintain, and comply with all rehabilitation program offerings as specified in Exhibit "B".
- E. Maintain individual files for each offender participating in CCC's programs. The files will be maintained in a secured area, in a locked file cabinet or safe.
- F. Provide timely and prompt reports as are, or may be required by the Court during the period of the Contract, which include but are not limited to statistical reports, caseload data, and other records documenting the types of program services provided and the identity of the offenders receiving such services.
- G. Provide Counseling and Supervision services for all persons ordered by the Court to participate in during the period of the Contract, which include but are not limited to statistical reports, caseload data to assure that CCC is providing program services and maintaining financial records reflective of good business practice.

- H. Make fiscal and program records available within ten (10) working days for review and maintaining financial records reflective of good business practice.
- I. Bill the offender for program services provided on such forms and in such manner to conform to acceptable business practice. The accuracy of billing is to be confirmed by providing a copy of the services and attending cost to the offender.
- J. Charge each offender participating in rehabilitation programs the reasonable cost of the program as reflected in Exhibit "B". Each offender shall be charged a maximum not to exceed the program costs as specified in Exhibit "B" unless it is approved in advance by the Court.
- K. Submit monthly written reports to the Court and City on the amount of Court fines, costs and restitution Court ordered and collected from the offender. The report shall include the services being provided, the total dollar amount applied to Court ordered fines, restitution, and other conviction related costs. The monthly reports shall be provided to the Court and City by the tenth (10th) day of the following month.
- L. Tender all Court fines, costs and restitution ordered and collected during the month from the offender to the City by the end of the last working day of each month.
- M. Comply with all laws regarding confidentiality of offender records.
- N. Furnish a surety bond or letter of credit in the amount of not less than one hundred thousand dollars (\$100,000) as security for the satisfactory performance of the Contract.
- O. Not attempt to profit from any fines, restitution, or court cost collected from the offenders.

3. PERIOD OF SERVICE

The performance of services described in Section 1 of this Contract shall commence on _____ and shall continue until _____ at which time the Contract shall expire. Notwithstanding the date of expiration of this Contract, this Contract shall automatically renew under the same terms and conditions as provided for herein unless written notice to the contrary is directed to the other party within thirty (30) days prior to the date of expiration.

4. DEFICIENCIES IN SERVICE

In the event the Court or City determines there are deficiencies in the service and work provided by CCC, the Court or City shall notify CCC in writing as to the precise nature of any such deficiencies. Within ten (10) working days of receipt of such notice, CCC shall correct or take reasonable steps to correct the deficiencies complained of, including, if necessary, increasing the work force, equipment or modifying the policies and procedures used by CCC in performing services pursuant to this Contract. If CCC fails to correct or take reasonable steps to correct the deficiencies within ten (10) working days, the Court or City may declare CCC in Default and this Contract shall be declared terminated upon receipt by CCC of notice thereof.

5. DISPUTES

In the event of any controversy, claim or dispute as to the services and work performed or to be performed by CCC, or the construction or operation of or rights and liabilities of the parties under this Contract, each such question shall be submitted to the Chief Judge for resolution; provided, however, in the event either party disagrees with the decisions of the Chief Judge that party shall have the right to litigate the matter in its' entirety in a court of competent jurisdiction. The party wishing to submit a matter to the Chief Judge shall do so by written notice to the other party and to the Chief Judge, which notice shall specify the nature of the controversy, claim or dispute. The Chief Judge shall schedule a hearing within fifteen (15) days of such notice, at which time both parties shall present their positions. The Chief Judge shall render a decision within seven (7) days after the date of the hearing. In the event the Chief Judge is the complaining party, the City Council shall be asked to resolve the issues presented.

6. TERMINATION

City may terminate this Agreement if CCC becomes insolvent or files for protection under any chapter of the U.S. Bankruptcy Code. Either party may terminate this contract for default (other than deficiencies in service) by giving the other party written notice thereof, specifying with particularity each such default. The party in default shall have thirty (30) days after receipt of notice to cure or take reasonable steps to cure the default. If the party in default fails to cure or take reasonable steps to cure the default within the thirty (30) day period, the other party may declare the Contract terminated effective upon receipt of notice thereof.

7. TRANSFER OF OPERATIONS

In the event CCC defaults by failing to begin service at the time specified or discontinues a material portion of the service provided for by this Contract, City may, at its' election and upon seven (7) working days prior written notice to CCC, take possession of the premises and equipment assigned to CCC as well as all records and other documents generated by CCC in connection with this Contract, and City shall use the same in the performance of the services described herein. CCC agrees to surrender peacefully said premises, assigned equipment and records upon receiving an itemized receipt from City for said items. CCC agrees that in the event it disputes City's right to invoke the provisions of this Section, it will not seek injunctive or other similar relief, but will either negotiate an adjustment of the matter with City or seek, as its remedy, monetary damages in a court of competent jurisdiction.

8. RIGHT TO REQUIRE PERFORMANCE

The failure of City at any time to require performance by CCC of any provisions hereof shall in no way affect the right of City thereafter to enforce same. Nor shall waiver by City of

any breach of any provision hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

9. ACCESS TO BOOKS AND RECORDS

City's representatives shall have access, at all reasonable times and upon prior notice to CCC's representative, to all CCC's books, records, correspondence, instructions, receipts, vouchers, and memoranda of every description (excluding computer software) pertaining to work under the Contract, for the purpose of conducting a complete independent fiscal audit for any fiscal year for any fiscal year or calendar year within the last two years.

10. INSURANCE

CCC shall provide and maintain during the life of this Contract, worker's compensation insurance and general liability with the following limits of liability:

General Liability	\$1,000,000
Professional Liability	\$1,000,000
Workmans' Compensation	Legal Requirement
Agent	Piedmont Insurance Associates 2119 - Pace Street Covington, GA 30209 (404) 786-0405

A copy of the subject insurance policy shall be furnished to the City and the insurance company chosen by CCC shall be acceptable to the City which shall act reasonably in regards to such acceptance.

11. INDEMNIFICATION/HOLD HARMLESS

With regard to the work to be performed by CCC, the Court or the City shall not be liable to CCC, nor to anyone who may claim a right resulting from any relationship with CCC, for any act or omission of CCC, its' employees, agents or participants in the

performance of services conducted on the property of the City. In addition, CCC agrees to indemnify the Court and City, their employees, agents or participants with such, harmless from any and all claims, actions proceedings, expenses, damages, liabilities, or losses (including, but not limited to attorney's fees and court cost) arising out of, or in connections, with the services performed by CCC.

12. ASSIGNMENT

The duties and obligations assumed by CCC are professional services unique to CCC and are therefore not transferable or assignable without prior consent of the Court and City. Consent, however, shall not be unreasonably withheld.

13. VALIDITY

This Contract shall not be binding on any successor to the undersigned Official of the City or the Court. The provisions enumerated in this Contract shall be deemed valid in so far as they do not violate any county, state, or federal laws.

14. NOTICE

Any notice provided for this Contract shall be in writing and served by personal delivery or by registered or certified mail address to:

Community Corrections Corp., P. O. Box 81308, Conyers, GA 30208

15. FINANCIAL OBLIGATION

This Contract does not provide for any financial obligation from the City of Sugar Hill to Community Corrections Corporation.

16. ENTIRE AGREEMENT

This Contract, including all exhibits attached hereto and incorporated herein by their reference, constitutes the entire understanding and agreement between the parties hereto and supersedes any and all agreements, whether written or oral, that may exist between the parties regarding the same. No representations, inducements, promises, or agreements between the parties not embodied herein shall be of any force and effect. No amendment or modification to this Contract or any waiver of any provision hereof shall be effective unless in writing and signed by all parties hereto.

17. Rules and Regulations for Contracts or Agreements for Probation Services

1. Any private entity providing services for the supervision of misdemeanor probationers must contract with the county in which the services are to be rendered. Terms of the contract shall state, but are not limited to:

(a) The extent of the services to be rendered by the entity providing supervision or rehabilitation.
(See Exhibit "B" of the Contract)

(b) Staff qualifications and criminal record checks of staff in accordance with the rules and regulations established by the City Probation Advisory Council.

All Staff meets statutory requirements of Title 42 Probation Law governing state probation officers.

(c) Staff levels:

Caseloads will not exceed 225-250 per officer.

(d) Policies and procedures for the training of staff.
(See Probation Officer Training Policies and Procedures - Attachment I)

(e) Bonding of staff and liability insurance coverage.
(See Section 2N and Section 10 of the Contract)

- (f) Standards of supervision, including frequency and type of contracts.

(See Standards for Supervision - Attachment III)

- (g) Procedures for handling the collection of all court ordered fines, fees and restitution.

(See Section 2K and 2L of the Contract)

- (h) Procedures for handling indigent offenders which insure placement irrespective of ability to pay.

If the court suspends the court costs, CCC will suspend its program costs.

- (i) Circumstances under which revocation of an offender's probation may be recommended.

(See Violation of Probation - Attachment III)

- (j) Reporting and record keeping requirements.

(See Section 2F of the Contract)

- (k) Default and contract termination procedures.

(See Section 4, 5 and 6 of the Contract)

In addition, the entity shall supply the Chief Judge's office at least quarterly a report summarizing the number of offenders supervised by the private entity, payment of the required contribution under supervision or rehabilitation, and the number of offenders for whom supervision or rehabilitation will be terminated (and the reason for termination). All records of the entity shall be open to inspection upon the request of the county, the court, the State of Georgia Department of Audits, or agents thereof.

2. The private entity providing misdemeanor supervision shall also comply with other applicable provisions of the law.

All CCC staff are expected to be knowledgeable of Title 42 (Probation Law)

ATTACHMENT I

PROBATION OFFICER TRAINING POLICIES AND PROCEDURES:

I. ON THE JOB TRAINING:

A. One-on-one training to orient newly hired probation officers/probation aides to all CCC functions as they relate to the courts and probation services.

B. 16 items reviewed by supervisor/trainer with new probation officer/aide to assure proper exposure and understanding of CCC procedures.

C. On-the-job training completed within 90 days of employment.

II. PRE-SERVICE TRAINING:

A. Completed during first three months of employment

B. Group Lecture, Group Discussion, Video Tape, Pre-Test/Post Test format.

C. Probation Law - Study and Test with 90% pass requirement.

D. Minimum hours - 32-45 class hours, self study and testing.

E. Pre-service education includes orientation to CCC, definitions, standards of supervision, fee collection, assessment tools, case management, safety and security, forms and report writing, warrants and revocations, documentation, probation law, traffic law, and community service.

III. CONTINUING EDUCATION FOR ALL PROBATION OFFICERS - ONGOING THROUGHOUT TENURE

A. Minimum - quarterly 8 hours (32 hours annual)
Subjects include those which assure continuing quality assurance, crises management, personal development, new information concerning probation systems, organizational skills, counseling and supervision skills.

B. 4-8 hours - Attendance at one community corrections program designed for offenders with special emphasis on personal responsibility or substance use education.

C. 5 hours - Programmed instruction and video (working with violence cases.)

IV. SUPERVISOR TRAINING:

Requirements:

A. Successful completion of exam: "What Every Probation Officer Should Know."

B. Completion of 36 hours Management Development Program, Level I - Carl Vinson Institute of Government
Georgia Center for Continuing Education
Continuing Education Credits Received

ATTACHMENT II

STANDARDS FOR THE PERFORMANCE OF PROBATION SUPERVISION

There must be an individualized plan of casework supervision, including the regular contacts on all cases placed under supervision. All available community facilities and resources which can be of assistance in the planning and carrying out of casework treatment should be used in the supervision process.

In addition, there are basic elements in supervision of probation cases.

I. Conditions of Probation

- A. The probation officer should, in every case, make certain that the probationer understands what is required of him/her, his/her responsibilities and possible consequences of violation of conditions as set forth in the court order.
- B. The probation officer should be certain that the client signs the court order and/or pay record, thus providing documentation that all terms were explained and understood by the client.
- C. The probation officer should insure that the probationer has in his/her possession a copy of the written terms of probation as well as a copy of the court order, and "Pay Record."

II. Orientation of Probationers

There should be an interpretation of the probation officer's position and responsibilities and an explanation of the services, limitation and values of probation and an interpretation of the probationer's status in relationship to the court and community.

III. Individual Case Service.

- A. The probation officer should apply and extend the fact finding and evaluation process into the supervision phase of probation.
- B. The probation officer should render casework service, through referral to provide counseling with the probationer and his/her family in connection with the probationer's physical and mental health, family relationship, employment and economic situation.
- C. The probation officer should record and report on the status of each case and on the services rendered and should document all changes in status by timely chronological or incident entries in the case file.

- D. Court ordered treatment goals should be established and progress or lack of such should be recorded in each case.

IV. Reporting and Standards for Contacts.

- A. The frequency, location and mode of reporting should be based on the individual case needs, the level of supervision and the clients demonstrated compliance. The minimum standards for contacts are weekly for two months, biweekly for two months and monthly for balance of probation. Exceptions must require documentation.
- B. For out of state and unsupervised cases, the probation officer should arrange with the probationer to submit a monthly mail-in report regarding his/her place of residence, place and extent of employment, and the probationer's income and expenses.

V. Violation and Modification

- A. The probation officer should report through an oral or delinquent report all applicable infractions of court orders to the court.
- B. The probation officer must refer to the court matters in which modifications of the court order or revocation of probation are indicated.

VI. Termination

The probation officer may seek from the court early termination of probation in cases where the probationer's conduct or the circumstances warrant such action and where further probationary services are no longer deemed necessary.

VII. Minimum Time on Probation

A probationer should serve no less than three months before being terminated unless court specifies otherwise.

ATTACHMENT III

VIOLATION OF PROBATION

AUTHORITY: Court Policy

FORMS: Warrant; Petition to Revoke Probation; Suspension

PURPOSE: To deal with alleged violations of probation

PROCEDURES: When a probationer appears to have violated his probation, one of the following procedures shall be followed.

A probationer need not be returned to court for every minor technical violation. However, these should never be ignored. Records of all minor violations and their resolution should be maintained and be available for future reference. A technical violation of probation involves the probationer failing to abide by the terms and conditions of his probation, such as failing to report, failing to pay on established schedule, or failing to perform community service.

A subsequent arrest is NOT a technical violation; it is a new violation of the law. These are normally considered a major violation. These should be investigated promptly and thoroughly, and documented. Such investigation may include obtaining police reports, copies of statement from victims and/or witnesses, a statement of explanation from the probationer, and a certified copy of the alleged violation.

IN NO INSTANCE SHALL ANY NEW VIOLATION OF THE LAW BE IGNORED.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year first above written.

CITY OF SUGAR HILL, GEORGIA

BY: _____

ATTEST:

BY: _____

COMMUNITY CORRECTIONS CORPORATION

BY: _____
Richard E. Longfellow, Ph.D.
President

ATTEST:

BY: _____

Approved as to content and form by the
City of Sugar Hill, State of Georgia

BY: _____

ATTEST:

BY: _____

EXHIBIT "A"

The following guidelines have been agreed to for sentencing offenders to probation under the supervision of CCC.

1st DUI

6 to 12 months probation; the legal requirements for community service and other conditions as required by the court.

2nd & 3rd DUI

12 months probation; the legal requirements for community service and other conditions as required by the court.

Driving Suspended License

6 to 12 months probation and other conditions as required by the court.

All Other Programs

Minimum of 3 months probation with probation ending upon fine payment unless the court directs otherwise.

There shall be no provision of this contract which would limit the court from sentencing offenders to the State Adult Probation Division of the Georgia Department of Corrections.

**COMMUNITY CORRECTIONS CORPORATION
PROGRAM OFFERINGS**

Court Services

Staff will attend court, complete personal history statements and initiate the collection of court and program costs. Staff will administer a probation case classification instrument. Individual files will be established and records maintained for reports of program participation as requested by the Court.

Coordinate Community Service Work - No Cost

Staff will coordinate activities for those offenders who are ordered to perform community service. This will include arranging for the work, follow-up of performance and records maintained of program participation.

Personal Financial Management - \$65.00

An evaluation and after care program to assist persons who have failed to make good on a check or have written a series of bad checks over time. A program to assist the individual in learning about personal attitudes, behaviors, stress, financial management and developing new coping strategies.

Substance Abuse Program - \$95.00

An evaluation, with training and after care program to assist persons in analyzing attitudes and values, which emphasizes the impact of substance abuse on themselves and their family. Individuals will learn how heredity, personality, family and the environment contributes to abuse. Individuals will be involved in after care goals attainment and strategy sessions.

Personal Responsibility - \$45.00

An instructional program based on the principles of responsibility psychology. An assessment of learning styles, coping behaviors and outcomes of responsible behaviors is the early focus of this program. Identifying, developing and nurturing dependable, reliable and efficient behaviors are the expected outcome.

Employment Program - \$50.00

An evaluation, with training and instruction on how to write a resume, organize a job search, look for a job and complete job applications. A review of personal values and strengths with a view of their impact on employment. After care services will concentrate on the interview process, job placement and job retention activities.

Drug/Alcohol Screens

The drug/alcohol screen program will be coordinated with local health officials. Results will be available within 48 hours.

Conflict Resolution - \$255.00

An evaluation and intensive training program directed toward teaching participants about violent behavior. Participants will understand the factors which cause their violent behavior leading to the development of goals and strategies to overcome violence in their personal lives. The after care program will be administered by counseling groups.

Evaluation - \$50.00-Domestic Violence \$75.00-Sex Offender \$150.00

An evaluation will be performed in order to determine treatment needs for either alcohol or drugs or both. A written copy of the results can be provided within 48 hours to the court and to the offender to insure timely administration of treatment.

Emergency First Aid - \$50.00

A training program of lecture, activity and demonstration on one rescuer, CPR, airway obstructions, bleeding, fracture, shock and moving victims. A CPR certificate is awarded upon program completion.

Residential Centers

Offender management programs include residential diversion, restitution and reintegration centers, also a 24 hour surveillance and specialized community offender supervision program.

Training/Education

Community Corrections Corporation has provided training and consultation to the states of Arizona, Arkansas, Texas, Illinois and Tennessee. Training is provided to governmental entities in community supervision programs to include residential services. Community Corrections Corporation staff has provided over 20,000 hours of training/consultation services to local, state and private institutions.

Investigations - Negotiable

Community Corrections Corporation believes that accurate information regarding offenders will assist judges in making good decisions about prison or community supervision. The Corporation provides an extensive offender assessment and personal history analysis by which a report is then prepared for the sentencing or releasing entity.

Computer Management System

A comprehensive offender management system is installed. The system maintains complete financial and offender information, payment entry, delinquent letters, warrants and other pertinent information needed for tracking offenders. The current status of an offender can be accessed at any time during the day.

Community Supervision - \$30.00 per month

An ongoing offender monitoring program which accounts for the activities of offenders serving their sentence on probation. The offender Supervision is offered through intensive and regular, programs which vary in intensity and service.

Electronic Monitoring - \$9.50 per day

Community Corrections Corporation has strategically aligned itself with BI Incorporated to provide electronic monitoring services to court systems. BI is the largest provider of electronic monitoring equipment in the world. This equipment is second to none in the industry. The monitoring system consists of the use of an electronic transmitter which is attached to the ankle or wrist with a comfortable strap. The transmitter is attached in the probation office. The offender takes a monitor/dialer to his/her home and plugs it into the home phone. After connection to the phone line at home, the monitor automatically calls up the central computer and reports the offender's arrival and departure. A curfew is programmed into the computer for each day of the week to accommodate class room time, work schedules, counseling periods, or medical visits. Notice of violation of the curfew is made to each probation officer for evaluation on an immediate basis. This notice is provided by phone/beeper or fax message. The computer provides all status reports and caseload management reports for accurate, reliable and continuous monitoring of each offender's departures and returns. Community Corrections Corporation/BI provides all monitors, transmitters, supplies, forms, straps, etc., and assists with an inventory of equipment to accommodate immediate hookup and monitoring services.

**ORDINANCE
CITY OF SUGAR HILL, GEORGIA
RELATIVE TO EMERGENCY MANAGEMENT**

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS:

SECTION I - DEFINITION

As used in this ordinance, the term "Emergency Management" shall mean the preparation for and the carrying out of all emergency and disaster functions other than those functions for which military forces or state and federal agencies are primarily responsible, to prevent, minimize, and repair injury and damage resulting from emergencies or disasters, or the imminent threat thereof, of man-made or natura origin. These functions include, without limitation, fire fighting services, police services, medical and health services, rescue, engineering, warning services, communications, protection against the effects of radiological, chemical and other special weapons, emergency transportation, plant protection, shelter, temporary restoration of public utility services, and other functions related to civilian population, together with all other activities necessary or incidental to total emergency and disaster preparedness for carrying out the foregoing functions.

SECTION II - OFFICE OF THE COUNTY EMERGENCY MANAGEMENT DIRECTOR

It is the desire and intent of the governing officials of the City of Sugar Hill, Georgia, that the City of Sugar Hill, Georgia, be a part of the Gwinnett County Emergency Management Agency. The present Emergency Management Director will serve as Director for the entire county. Should that office become vacant the Chairman, and County commissioners of Gwinnett, with concurrence of the Mayors of cities within the county, shall nominate for appointment, by the Governor, a Director of Emergency Management for Gwinnett County. When appointed, the Emergency Management Director is charged with the following duties:

1. To represent the governing officials of the city on matters pertaining to emergency management.
2. To assist city officials in organizing city departments for emergency operations.
3. To develop, in conjunction with city and county department, the Gwinnett County Plan for emergency functions set forth in Section I of this ordinance. Such plan will be consonance with the Georgia Emergency Operations Plan and shall be submitted to the governing officials of Gwinnett County and the cities therein for approval.
4. To maintain the Emergency Management Agency and to oversee the

carrying out of the day to day administration of the Gwinnett Emergency Management program, including the submission of required reports, to the Georgia Emergency Management Agency.

5. To submit reports as required by governing officials in keeping with good management practices, e.g., financial, daily activity, etc.
6. To obtain, with the authority of governing officials, a facility to be used as the Gwinnett Emergency Operations Center.
7. To coordinate the activities of the Gwinnett Emergency Operating Center staff during periods of an emergency, and under the supervision of Gwinnett governing officials.

SECTION III - GWINNETT EMERGENCY MANAGEMENT AGENCY

The Gwinnett Emergency Management Agency shall be established around existing city and county departments and the emergency functions described in Section I above are assigned as follows:

DEPARTMENT/AGENCY	FUNCTIONS*
1. Chairman, County Commissioners----- Mayors of Cities	Direction and Control
2. County Police Department----- Sheriff's Office City Police	Communications and Warning
3. County Administrators Office-----	Emergency Public Information
4. County Police Department----- City Police Department Sheriff's Department	Search, Rescue and Recovery
5. County Police Department----- City Police Department Sheriff's Department	Law Enforcement Services
6. County Police Department----- City Police Department Fire Department	Evacuation Services
7. Fire Department-----	Fire Services
8. Administrative Services----- Board of Education	Transportation Services
9. County Public Utilities----- City Public Utilities	Public Works Services

- 10. Fire-----Medical and Deceased
County Police Department Identification Services
City Police
- 11. American Red Cross-----Emergency Shelter
Emergency Management Services
- 12. American Red Cross-----Food Services
Board of Education
- 13. DFACS-----Human Services
- 14. Fire-----Radiological Protection
- 15. Fire-----Damage Assessment
Services
- 16. Fire and Emergency Services-----Resources Management
- 17. Fire-----Hazardous Materials
Emergency Management-----Attack Preparedness
Dam Failure
Preparedness

(*As appropriate to the local organization, these functions can be assigned to existing departments or may be separate. Functions should be assigned consistent with the local Emergency Operations Plan.)

Heads of city departments listed above are responsible for assisting County Department heads in developing appropriate annexes to the local Emergency Operations Plan (EOP) for their assigned emergency functions. Such annexes will be submitted to the Emergency Management Director for inclusion in the local EOP for submission to appropriate local officials for approval.

SECTION IV - POWERS DURING AN EMERGENCY OR DISASTER

In the event of a man-made or natural disaster, actual enemy attack upon the United States, or any other emergency which may affect the lives and property of the citizens of Sugar Hill, the Mayor or Sugar Hill separately, or jointly with the Chairman, County Commissioners, or in their absences their legally appointed successors may determine that an emergency or disaster exists and thereafter shall have and may exercise for such period as such emergency or disaster exists or continues, the following powers:

- 1. To enforce all rules, laws and regulations relating to emergency management, and to assume direct operational control over all emergency management resources;
- 2. To seize or take for temporary use, any private property for the protection of the public;

3. To sell, lend, give or distribute all or any such property or supplies among the inhabitants of the county and to maintain a strict accounting of property or supplies distributed and for funds received for such property or supplies;
4. And, to perform and exercise such other functions and duties, and take such emergency actions as may be necessary to promote and secure the safety, protection and well-being of the inhabitants of the county.

SECTION V - VOLUNTEERS

All persons, other than officers and employees of the city, performing emergency functions pursuant to this ordinance, shall serve without compensation. While engaged in such emergency functions, duly assigned volunteers shall have the same immunities as city officers and employees.

SECTION VI - PENALTIES

Any person violating any provision of this ordinance, or any rule, order, or regulation made pursuant to this ordinance, shall, upon conviction thereof, be punishable for committing a misdemeanor.

SECTION VII - LIBERALITY OF CONSTRUCTION

This ordinance shall be construed liberally in order to effectuate its purpose.

SECTION VIII - EFFECTIVE DATE

This ordinance is effective immediately and where the provisions of this ordinance are in conflict with existing local laws, the provisions of this ordinance will govern, and such provisions of existing laws which are in conflict are hereby rescinded.

A copy of this emergency management ordinance, will be attached to and become a part of the Gwinnett County Emergency Management Resolution.

This _____ day of _____, 1994.

Mayor

City of Sugar Hill

Mayor Pro tem

City of Sugar Hill

Attest:

City Clerk

APPROVED BY:

Mayor

This _____ day of _____, 1994

Delivered to the Mayor _____

Received from the Mayor _____

ATTEST:

City Clerk

ORDINANCE FOR ANNEXATION

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS:

WHEREAS, Baron Herman did on June 28, 1994, apply to have lands annexed into the existing corporate limits of The City of Sugar Hill, Georgia; and

WHEREAS, it appears to the governing body of The City of Sugar Hill, Georgia, that the area proposed to be annexed is contiguous to the existing corporate limits of The City of Sugar Hill, that the applicants represent not less than sixty percent (60%) of the owners and resident electors of the land area proposed to be annexed and that said application complies with the laws of the State of Georgia; and

WHEREAS, a public hearing was held on said application for annexation and on the proposed zoning of the area to be annexed on August 8, 1994; and

WHEREAS, prior to said public hearing the City of Sugar Hill, Georgia did prepare a report setting forth its plans to provide services to the area to be annexed as required by the Official Code of Georgia Annotated S36-36-35; and

WHEREAS, the governing body of the City of Sugar Hill, Georgia has determined that the annexation of the area proposed to be annexed would be in the best interest of the residents and property owners of the area proposed for annexation and of the citizens of the City of Sugar Hill, Georgia; and

WHEREAS, the governing body of the City of Sugar Hill, Georgia has determined that the proper zoning classification for the area proposed to be annexed is Low Density Single Family (RS-150).

BE IT THEREFORE, ordained that the following described lands be and the same hereby are, annexed to the existing corporate limits of the city of Sugar Hill, Georgia, and the same shall hereafter constitute a part of the lands within the corporate limits of the City of Sugar Hill, Georgia, to-wit:

All that tract or parcel of land lying and being in Land Lot 339, being lots 14A, 15A. and 17A of Emerald Lakes of the 7th land district of Gwinnett County, Georgia and being more particularly described as follows:

Beginning at the intersection of the west right-of-way line of Manuel Place (50' R/W) and the south right-of-way line of Emerald Parkway (50' R/W); thence, southwesterly along the south right-of-way line of Emerald Parkway a distance of 747.69 to a point located on said right-of-way line; thence, north 52 degrees 28 minutes 02 seconds east a distance of 50.00 feet to a point located on the

north right-of-way line of Emerald Parkway, said point being the TRUE POINT OF BEGINNING of said tract herein described as follows:

Thence, southwesterly along said right-of-way line an arc distance of 167.32 feet, said arc having a radius of 304.83 feet, a chord of 165.23 feet and a chord bearing of south 53 degrees 15 minutes 52 seconds west;

Thence, south 68 degrees 59 minutes 21 seconds west along said right-of-way line a distance of 242.90 feet to a point;

Thence, north 21 degrees 00 minutes 40 seconds west leaving said right-of-way line a distance of 123.00 feet to a point;

Thence, north 68 degrees 59 minutes 21 seconds east a distance of 305.68 feet to a point;

Thence, north 35 degrees 27 minutes 32 seconds east a distance of 89.74 feet to a point;

Thence, north 30 degrees 32 minutes west a distance of 291.16 feet to a point;

Thence, north 59 degrees 35 minutes 44 seconds east a distance of 100.00 feet to a point;

Thence, south 30 degrees 32 minutes 54 seconds east a distance of 358.72 feet to a point located on the north right-of-way line of Emerald Parkway;

Thence, southwesterly along said right-of-way line a distance of 118.32 feet to a point located on said right-of-way line, said point also being the TRUE POINT OF BEGINNING of said tract containing 2.02 acres.

This legal description is based on information provided on "Final Plat for Emerald Lake Subdivision, Unit One", Prepared by: Rochester and Associates, Inc., dated: 5-2-86 (last revised: 8-19-92) and also "Final Plat for Emerald Lake, Unit 2", Prepared by: Precision Planning, Inc., Dated: 6-21-88 (last revised: 8-21-92).

A plat of said property is attached hereto and made a part of this ordinance and incorporated herein by reference.

BE IT FURTHER ORDAINED that "The Zoning Ordinance of the City of Sugar Hill" is hereby amended by adding to the official zoning map adopted by the Ordinance the area annexed by this Ordinance and by classifying that area as Low Density Single Family (RS-150) on said official zoning map.

BE IT FURTHER ORDAINED that the Clerk of the City of Sugar Hill certify a copy hereof and file the same with the Secretary of State for the State of Georgia, pursuant to the provisions of Official Code of Georgia Annotated, S36-36-38(a).

IT IS HEREBY ORDAINED, this _____ day of _____, 1994

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

ATTEST:

APPROVED BY:

City Clerk

MAYOR

This _____ day of _____, 1994

Delivered to the Mayor _____

Received from the Mayor _____

ATTEST:

City Clerk

CITY OF SUGAR HILL
MAYOR AND COUNCIL MEETING
MONDAY, AUGUST 8, 1994
7:30 P.M.

Notice of Council Meeting was posted at City Hall by 12:00 P.M. on Friday, August 5, 1994.

The Mayor and Council of the City of Sugar Hill held their regular monthly council meeting on Monday, August 8, 1994 at 7:30 P.M. in the Community Service Building.

Those attending were: Mayor Gary Webster, Council Members Stephen Bailey, Reuben Davis, Charles Spradlin, and Jim Stanley, Interim Manager Steve Higgins, City Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Utilities and Development Director Ken Crowe, Golf Director Wade Queen, Attorney Lee Thompson, and guests from the community, the news media, and other interested parties.

Mayor Webster called the meeting to order at 7:30 P.M.

Council Member Steve Bailey led in prayer and the Pledge of Allegiance to the Flag.

Council Member Spradlin made a motion to adopt the Amended Agenda, seconded by Councilmember Bailey and unanimously approved by Council Members present. (4-0)

Council Member Spradlin made a motion to approve the July 11, 1994 Minutes as received and read by Council. The motion was seconded by Council Member Bailey and approved unanimously by Council Members Present. (4-0)

COMMITTEE REPORTS:

Planning and Zoning Board:

Council Member Stanley reported that the P & Z Board considered an annexation from Baron Herman and made the recommendation that the property be annexed into the City. A variance request for an addition to Mr. Spurlock's home was approved by the Board and they tabled a variance request from Ceramic Surfaces to the next meeting.

Recreation Board:

Council Member Davis reported the Board did not meet in July. There is a lot of Softball being played and he stated that it is reported that the fields are in great shape. North Gwinnett High School Softball Team will be using these fields for practice and their home games. He stated that the City is very proud of the

facility and honored to have the youth of North Gwinnett School to be playing on the fields. He reported that the Volleyball Field is almost complete. The Board will discuss a new roof for the Upper Pavilion and other cost related items at the next meeting. Gary Bagley will be returning to General Motors and will only work part time, so the Street and Bridge Department and the Prison Crews will be cutting the grass on the outside of the ball fields. The hours and duties for Gary Bagley were discussed.

Budget and Finance:

Finance Director Garbutt stated that delinquent accounts are being looked at and she recommends that the City turn over 250 accounts, for collection, to National Revenue Corporation at \$10.00 per account for a total of \$2,500.00. She reported that the Cut-Off Policy will be strictly enforced in the Utility Department. Tax information is being collected to prepare a supplemental digest to the 1994 Tax Digest. This is being done for property which has not been listed on several digests or has been taken off and is still in the city limits and not on the 1994 digest.

Solid Waste: (see attached report)

Council Member Spradlin gave a report on the status of the litigation between the City and Mid-American Waste Systems of Georgia. As of June 30, 1994 the legal fees are in the amount of \$20,289.19. A plan has been submitted to EPD for the closure activities and EPD is waiting a response from the City. He recommends that this be turned over to Steven O'Day's office for guidance. There was some discussion among the council concerning this issue.

Golf and Waste Water Treatment: (see attached report)

Council Member Bailey gave a comparison report for 1994 to 1993 on Revenues and Rounds played. Resident play has increased by 64.75% and non-resident play by 16.18%. He feels that the non-resident play is affected by not having a clubhouse facility. North Gwinnett Kiwanis will host a charity tournament on August 31st and on August 25th the Course will be hosting the Fantasy Golf Challenge.

The Waste Water Treatment Plant is operating well with virtually no problems in July. A total of four (4) pump stations will be decommissioned and will result in a savings in cost and operating expenses.

Jim Fisher, Chief Treatment Plant operator and his wife are hosting an exchange student from France. He congratulated Wade Queen and his team members for winning the Oldsmobile Scramble on July 24th. They will play on September 9th at the Athens Country Club.

OLD BUSINESS:

A) Collection of Delinquent Accounts:

Finance Director Garbutt expressed concern over the delinquent accounts in utility billing. The amount for the year so far is \$54,103.14 and over \$50,000.00 was written off at the end of 1993. She recommended that the city turn over 250 delinquent accounts to National Revenue Corporation at a cost of \$2,500.00. Council Member Stanley made a motion to turn the accounts over to National Revenue Corporation. Council Member Davis seconded the motion and there was considerable discussion concerning bidding out the service with Manager Higgins stating that he had no response from those companies which he contacted and also with Council Member Stanley commenting on the policy of utility deposits and stating that he felt the City should cease refunding the deposits and let the deposits stand for the account until such time as the account is terminated. This was discussed between the Council and Manager Higgins. Mayor Webster called for the vote on the motion, which passed unanimously. (4-0)

Council Member Stanley made a motion to immediately terminate the refund of utility deposits. Council Member Spradlin seconded the motion for discussion. After discussion on interest being paid on the deposits and the amount of deposits being paid between Council, Attorney Thompson, and Manager Higgins and discussion concerning allowing Manager Nevad and Clerk/Finance Director Garbutt to investigate the issue and report back at the next Council Meeting, the motion failed on a vote of Bailey, Davis, and Spradlin against and Stanley for the motion.

B) Report on the Election:

Clerk Garbutt reported that the Special Election has to be rescheduled due to a ruling made by the U. S. Department of Justice. All special elections have to be held on uniform dates during the year. In even number years it is the third Tuesday in March, the General Primary Date in June, the third Tuesday in September and the Tuesday after the first Monday in November. In odd number years, it is the third Tuesday in March, the third Tuesday in June, the third Tuesday in September and the Tuesday after the first Monday in November. The call of the election is the first date the call is published in the legal organ of the City. The Call will be August 12, 1994. Registration will end at 5:00 P.M. on August 19, 1994. Qualifying will begin at 8:00 A.M. on Monday, August 22, 1994 and end at 12:00 noon on Friday, August 26, 1994.

Attorney Thompson reported on the rescheduling of the Special Election. He stated that the Local Legislation, approved by

Council, which extended the homestead exemption \$2,000.00 for homeowners over 65, has to be ratified through a referendum. The referendum would normally be held in November, but since the Special Election is being held in September the City has the opportunity to hold the referendum along with the Special Election. He recommended that this be done and has prepared an ordinance to that effect. Public legal ads will be prepared to reflect the addition of the referendum to the Special Election. He also reported that he has spoken with Mr. Pitts from the Department of Justice concerning the requirement of identification when voting, asking that we have a ruling before the Special Election, but he has not heard from that request.

Council Member Stanley made a motion to accept the Ordinance as written, seconded by Council Member Spradlin and passed unanimously by Council Members present. (4-0)

C) Continuance of Video and Broadcast of Council Meeting:

Councilmember Bailey made a motion to continue the videoing and broadcasting of the Council Meetings, Councilmember Spradlin seconded the motion. Council Member Bailey reported that he has been in contact with Michelle Champaign and the cable company has agreed to video and broadcast one regular Council Meeting per month at no cost to the City or the subscribers for the duration of the franchise. Additional meetings will be broadcast per request at a cost per hour. The vote on the motion was unanimous of Council Members present. (4-0)

D) Scheduling of Budget Work Session:

A time for a Budget Work Session was discussed. The consensus was that a Saturday would be the best and if the Community Center is available that the session would be scheduled at 5:00 P.M., Saturday, August 27, 1994.

CITIZENS COMMENT:

Mr. Tom Wilson commented on receiving an apology from Mayor Webster and wanted to clarify if Mayor Webster was an employee of the City. Attorney Thompson stated that Mayor Webster was an elected official and not an employee. Mayor Webster calmly asked Mr. Wilson if there was anything else he wished to say, Mr. Wilson pointed to Mayor Webster, Councilmembers Stanley and Spradlin saying, "I want you, you, and you to resign".

Mr. Simon Johnson asked why the flags were not flying in the City. Manager Higgins stated that due to inclement weather the flags have not been flying, but certainly should have been today.

NEW BUSINESS:

A) Community Correction Corporation:

Lorrie Tipple was present to give a synopsis of the service of Community Correction Corporation which is a firm that handles fines and probations from court. Council Member Stanley made a motion to approve the contract, the motion died for lack of a second. Council Member Spradlin made a motion to table this issue until the next Council Meeting. Council Member Bailey seconded the motion which passed unanimously of Council Members present. (4-0)

B) Ordinance on Emergency Management:

Manager Higgins explained the Ordinance on Emergency Management and recommended approval. Council Member Stanley made a motion to approve the Ordinance. Council Member Bailey seconded the motion which passed unanimously by Council Members present. (4-0)

C) Annexation Public Hearing and Ordinance:

Council Member Spradlin made a motion to go into a Public Hearing. The motion was seconded by Council Member Stanley and approved unanimously by Council Members present. (4-0)

Mr. Ken Crowe, Superintendent of Utilities and Inspections, explained the purpose of the Public Hearing. This was concerning annexation of Lots 14, 15, & 17 owned by Mr. Baron Herman. This had been addressed and approved for tapping into the City sewer system at the June 1994 Council Meeting. Council Member Jim Stanley made a motion to approve the lots for annexation as approved by the P&Z Committee. The motion was seconded by Council Member Spradlin and Mayor Webster called for discussion from the citizens and the council. After discussion the motion was approved unanimously by Council Members present. (4-0)

Council Member Spradlin made a motion to go back into the Regular Council Meeting. Council Member Stanley seconded the motion which passed unanimously of Council Members present. (4-0)

Director of Golf Report:

No report. Council Member Stanley commended Director Queen for the Golf Course showing a profit YTD even after Debt Service.

City Clerk Report:

Clerk Garbutt reported that her office is busy trying to interpret H.B. 362 relating to the new business license law. She reported that she and Shirley Gibbs will be attending a half day seminar at the GJAC Building in Lawrenceville on August 30, 1994. The law will become effective on January 1, 1995. The personnel is also busy trying to get all the tax information ready for billing and also working on the 1995 Budget. She welcomed Mr. Nevad to the

City and stated that his expertise was going to be valuable to the City.

City Attorney Report:

Attorney Thompson has not been able to receive much information concerning the supplier for electricity to the golf course. They are awaiting information from the PSC. Manager Higgins reported that he has called the PSC but only received a docket number.

City Manager Report:

Manager Higgins gave an update on items addressed in the past. The speed hump problem on Forest Green Drive has been reassessed and letters have been mailed and responses are being received, and will be evaluated. He gave a more detailed report on the volleyball courts which are being constructed by the Street Department. Cross training is being done in the front office and has been well received by all employees involved. Meter audits have been restarted in the Utility Billing Department. The Beer License, for the golf course, is anticipated to go into effect on Tuesday, August 9, 1994. Required training is continuing in the Gas Department. Street paving is being done during the dry weather and is being done under the LARP Program. The sewer extension on Hillcrest is being evaluated. The Golf Course Audit is proceeding and work will resume on August 15, 1994.

Mr. Nevad reported meeting with all department heads and employees and looks forward to working with the City.

COUNCIL REPORTS:

Council Member Davis welcomed Mr. Nevad aboard and stated that with the caliber of people on board in Mr. Nevad and Mrs. Garbutt the City can only go forward. He pledged his support to both.

Council Member Stanley recommended that Attorney Thompson review the contract presented by Community Correction Corporation to see that the City's interest is protected. The consensus from the Council was this has their approval also.

Council Member Stanley stated he has had a lengthy conversation concerning alternatives available to provide water service to the new elementary school. He recommended that the City Manager and the Engineering Department investigate an idea of removing some meters from service and replacing three (3) meters with one (1) meter. The Council approved.

Council Member Spradlin reported that a Task Force has been working on the Voter Registration List. They are turning over 280 names to Mrs. Ruth Switzer, Election Superintendent, to be removed by the county registrar.

Council Member Bailey asked Manager Higgins to report on the recycling. Mr. Higgins reported that he has had no response from Southeast Recycling. He has received one (1) other proposal for a recycling program which will be turned over to Mr. Nevad. Council Member Stanley explained, in detail, why the recycling was stopped in the City. To clarify for the public what actually happened, Councilmember Stanley stated that the City was operating a recycling system which was voluntary for the citizens. He explained that 40% of the citizens were participating and the cost was covered by the cost of the sanitation service. Gwinnett Sanitation notified the City that they were no longer willing to continue that program under the current billing arrangement. In order to continue the program every customer would have to be billed \$1.50 per month extra whether they participated or not, which would be a 17 1/2% increase on the sanitation charge whether the citizens liked it or not. The judgement of the Mayor and Council was that it was not worth that. The bin would not hold \$1.50 in recyclables so why pay that to have it picked up. The Mayor and Council has received some criticism and comments to the effect that a worthy program has been eliminated. He stated that the Council was interested in recycling and saving space in the landfill, but they are not interested in the citizens of Sugar Hill paying for services which cannot be justified economically.

CITIZEN'S COMMENTS:

Mr. Kevin Smith spoke on behalf of neighbors on Sugar Creek Drive asking that the City consider placing speed humps on this long, straight street to try to reduce the drag-racing there. He asked for a resident study of the residents on Sugar Creek Drive concerning the speed humps. Mayor Webster asked the City Manager to send out the letters for this study of Sugar Creek Drive residents.

Council Member Stanley asked to respond to Mr. Smith on a letter he wrote to the editor concerning the City's working on state right-of-way. He explained in detail why the City helps with this work. This was discussed between Mr. Smith and Council Member Stanley. Mr. Smith stated that "Government which governs the least governs the best". Council Member Davis expressed to Mr. Smith that he liked that quote.

Mrs. Joan Hawthorne asked if the Prison Crews were working. Mayor Webster reported that there are three (3) crews working.

EXECUTIVE SESSION:

Council Member Stanley made a motion to go into Executive Session to discuss personnel at 8:40 P.M. Attorney Thompson stated that the parties involved were not present, so there was no need to go into the Executive Session. Council Member Stanley withdrew his motion.

Manager Higgins expressed his appreciation to the Council for their support, guidance, and assistance during his term as Interim Manager for the City. He stated that it has been a very rewarding experience working with the City and the citizens of Sugar Hill. He wished the City the best. The Mayor and Council expressed their appreciation to Mr. Higgins.

Council Member Spradlin made a motion to adjourn. Council Member Stanley seconded the motion.

The meeting adjourned at 8:55 P.M.

**AGENDA
CITY OF SUGAR HILL
COUNCIL MEETING
MONDAY, SEPTEMBER 12, 1994
7:30 P.M.**

CALL TO ORDER: Mayor

INVOCATION AND PLEDGE TO THE FLAG: Mayor

ADOPTION OF THE AGENDA: Stanley adopt agenda

APPROVAL OF AUGUST 8, 1994 MINUTES: Charles 2nd 4-0

INTRODUCTION OF CANDIDATES: Charles motion 2nd

COMMITTEE REPORTS:

- A) Planning and Zoning Board *see reports*
- B) Zoning and Appeals Board *see reports*
- C) Recreation Board *3 teams softball 9/12/94*
- D) Budget and Finance *see report*
- E) Solid Waste *see report*
- F) Golf and Waste Water Treatment - *see report*

OLD BUSINESS:

- A) Report on Election-Clerk Garbutt *see report*
- B) Utility Deposits Report-Manager Warren Nevad *see report*
- C) Report on Community Correction Corp. Contract-Attorney Lee Thompson *see report*
- D) Report on Speed Hump on Forest Green Drive and Sugar Creek Drive-Danny Pugh *see report*
- E) Water Service to School-Ken Crowe *see report*
- F) 1994 Budget Amendments and Ordinance-Manager Warren Nevad *see report*
- G) High Pressure Gas Line Report-Ken Crowe *see report*
- H) Hillcrest Interceptor Sewer Line Extension

CITIZEN'S COMMENTS: See back of agenda

NEW BUSINESS: *on back of track*

- A) B) Scheduling of 1995 Budget Work Sessions
- B) C) Presentation on collection of trash-Danny Pugh
- C) D) City Attorney Fees-Council Member Spradlin
- D) E) New Utility Disconnection-Councilmember Spradlin
- E) F) Appointment of Recreation Board Member
- F) G) Preliminary discussion of 1994 Mill Rate
- G) H) Appointment of Election Manager

DIRECTOR OF GOLF REPORT:

*Don't mention to take collection plant out of area
Bailey 2nd for Brian
Vote 2nd for Stanley
Stanley*

*was
asst.
check Spradlin
Economic Dev Co.*

*Stanley adopt agenda
Charles 2nd 4-0
Charles motion 2nd*

*Break.
check journal
4-0*

*Charles
I need
to meet
Bailey
4-0*

*Don't
mention
your
agenda*

*Mutrate
delete Marshall's
office
2nd Stanley*

*Vote:
2 Stanley
2 Bailey
2 Dan*

*Stanley action effective
2 weeks since
2nd Spradlin
Vote 2nd Stanley
2nd Bailey*

CITY CLERK REPORT:

CITY ATTORNEY REPORT:

CITY MANAGER REPORT:

COUNCIL REPORTS:

CITIZEN'S COMMENTS:

ADJOURNMENT:

Stanley - 2nd Bailey
Judge of Court -
Vote: 4-0

Bailey
Parker -
Vote 4-0

may every
avg 9 information
application by Aug 15th
used water turn out in

Rich January

Mr. Pshemon keep in getting
a partition.

Club House -

Payne -

Ingels Davis - hear tape

On

(1)

Jim

City Council position
new car - 2 month later abolish position
December purchase of car.

Night Denis -

see tape - discussion answered he
addressed what:
City Manager

Bill Kelly - candidates

Rich January - Sandhill
Current content

Commented Denis ^{question} under motion -

Kevin Pugh - discussed candidates.

Rose Payne

ground water treatment plant
tour w/ daughter

Ken Dockratt - unprofessional comments

M E M O:

TO: Mayor and Council
FROM: Warren P. Nevad *WN*
RE: EMERGENCY CONTACT NUMBER
DATE: September 8, 1994

I will be out of town from Friday September 9, 1994 until Sunday September 11, 1994. If you should need to get in touch with me, I can be reached at my parents' house at (407) 732-5630.

Have a great weekend!

**MINUTES
CITY OF SUGAR HILL COUNCIL MEETING
SEPTEMBER 12, 1994**

Notice of the meeting was posted at City Hall by 12:00 Noon on Friday, September 9, 1994.

Those in attendance were: Mayor Gary Webster, Council Members Steven Bailey, Reuben Davis, and Charles Spradlin, City Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Utilities and Development Director Ken Crowe, Golf Director Wade Queen, Street Department Superintendent Danny Pugh, Attorney Lee Thompson, registered guest, Jay and Shirley Lipsey, Ruth A. Bethel, Phylliss M. Strcusbaugh, Lari Webster, David Edwards, Vivian Head, Dodie and Danielle Davis, Richard L. Barnes, J. W. Sechler, Jas. B. McCaller, Gail Kelly, Meg Avery, Kevin Pugh, other candidates W. J. Dodd, Ron West, Tom Wilson, Dorothy E. Hall, other interested guest, and representatives from the news media.

Mayor Webster called the meeting to order, led in the Pledge of Allegiance to the Flag, and asked Council Member Spratlin to lead in prayer.

Mayor Webster appointed Council Member Charles Spratlin to serve as liaison from the Council to the Economic Development Committee.

Council Member Stanley made a motion to adopt the Agenda with a change of moving item F-Preliminary discussion of 1994 Mill Rate under New Business to item A under New Business on the Agenda and move all others down. Council Member Spratlin seconded the motion which passed unanimous of Council Members present. (4-0)

Council Member Spratlin made a motion to approve the August 8, 1994 Minutes. Council Member Bailey seconded the motion which passed unanimous of Council Members present. (4-0)

Clerk Garbutt introduced the Candidates who qualified for the September 20, 1994 Special Election to fill one (1) Council Position. The Candidates drew for the order in which they would address the Council and citizens and were told they would each have three (3) minutes to speak. Those in attendance were Margaret Avery, W. J. Dodd, Dave Edwards, Dorothy E. Hall, Vivian Pass Head, Ron West, and Tom C. Wilson. Mr. David Sayers was absent due to the death of a friend. Each of the candidates present gave a three (3) minute speech on the issues and of their desires and goals for the City of Sugar Hill should they be the winning candidate.

COMMITTEE REPORTS:

Planning and Zoning Board and Zoning Appeals Board

Council Member Stanley reported that the Zoning Appeals

Board met on August 22, 1994 to discuss a variance request from Ceramic Surfaces, Inc. regarding paving of their parking area. There was no representative of Ceramic Surfaces, Inc. present. The Planning Board denied the request, but there has been communication since that time and the request may have to be reviewed later.

Recreation Board

3 Council Member Davis reported there were 33 Soft Ball teams playing in the League which started today's ~~date of September 12th~~. Compliments are being received from the players concerning the condition of the fields. Several of the West Gwinnett Soccer Teams are using the facilities at the park. Danny Pugh reported to Councilmember Davis that as of now, if weather permits, the Volley Ball Courts will be completed by the weekend. Prison Crews are being used to cut the grass and clean up around the park. Danny Pugh's crew from the City is cutting the grass around the fence and has distributed the mulch which was left in piles.

Budget and Finance

Finance Director Garbutt reported on the status of the Budget stating that with eight months behind us and 33.4% of the year remaining, we have 37.20% of revenues to collect and 38.20 % of expenses and expenditures to use. Some line items are going over, some of which is due to unbudgeted items. She reported that only one drawdown has been made from the LGIP Funds with \$199,462.84 remaining in the LGIP Fund. The City is managing to "keep their heads above water" due to close scrutiny of paying the bills and watching expenditures. Some departments may have to have funds moved from line item to other line items, but no co-mingling of funds will be done between departments. The strict collection policy in the Utility Department is working well, with a reduction of arrears from July to August of \$59,000.00. The investment of \$2,500.00 to collect delinquent accounts has a 10% return.

4 There will be a request for more information as customers have services turned on. There will be a recommendation made tonight to cut the expenditures by \$198,847.00. This was ~~done~~ with the assistance of department heads working hard to cut out needed items, but agreeing to cut so that the City could have a contingency in the 1994 Budget and have a Budget the City could be proud of. *accomplish ed*

Solid Waste

Council Member Spratlin reported there has been two (2) hearings on "Motion for Summary Judgment". Judge Bishop turned down a move to strike Sugar Hill's response to their "Motion for Summary Judgment." Judge Bishop granted Robert Remar's move to strike an affidavit filed by the defendants on September 8th, the day before the September 9th hearing.

Discussions with our Attorney indicate a very good chance of receiving a decision in our favor. It could be made in as little as two (2) weeks or could take several months.

The City continues to experience problems with trash collection and Council Member Spratlin suggests that the City take a serious look at the collection contract with Button Gwinnett and consider possible alternate arrangements.

Golf and Waste Water Treatment

Council Member Bailey reported that August receipts at the Golf Course were \$81,176.33. The Golf Course is running about \$75,000.00 ahead on revenues and about \$103,000.00 less expenses, creating a positive variance of roughly \$17,000.00 instead of a projected loss of about \$161,00.00 year to date. All sod-related costs have not been paid, but there should be a good year-end report.

Beer sales began on Friday, August 26th and is running about \$75.00 per day on Tuesdays and Wednesdays and \$150.00 per day Thursday thru Saturday.

The Kiwanis Club of North Gwinnett held their Second Annual Golf Tournament on August 31st, with approximately \$3,500.00 revenue for the City. There were 80 players in the tournament.

The first five (5) days in September yielded \$25,000.00 in revenues.

Staff and Council Member Bailey reminded Mayor and Council that the construction of the Club House must be addressed. The opening of several area clubs will impact the marketing and future viability of the City of Sugar Hill Course. The Club House will be paid for either by construction or by loss of customers and tournaments.

The Waste Treatment facility is running well and operating within the EPD regulations. The Hillcrest Interceptor Sewer Line Extension will be discussed later tonight. Funding of this construction will be by the GEFA Loan of about \$60,000.00 additional indebtedness.

A break was taken, at 8:35 P.M., for ten (10) minutes to work on the sound *system*.

OLD BUSINESS:

A) Report on Election:

Clerk Garbutt reported that the Election to fill a seat on the Council will be held on September 20, 1994 from 7:00 A.M. to 7:00 P.M. There are eight (8) candidates vying for the one (1) seat.

The Referendum on the ballot will read:

"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 \$2,000.00 of the assessed value of a resident's homestead for residents of the City of Sugar Hill who

are 65 years of age or over?"

All persons desiring to vote for approval of the Act shall vote "yes", and those persons desiring to vote for rejection of the Act shall vote "no".

B) Utility Deposit Report:

Manager Nevad reported on the research done by staff concerning Utility Deposits. Highlights of the recommendations are:

1. Homeowners would be eligible for deposit return after 18 months of satisfactory payments.
2. Renters would not be eligible.
3. New deposits would be placed in escrow, earning the appropriate interest rate.

→ During discussion Council Member Bailey made a motion to raise the Gas Deposit to \$150.00 and leave the Water Deposit at the same rate. Motion was seconded by Council Member Stanley and passed on a vote of 4-0. *to prepare an ordinance for consideration*

C) Report on Community Correction Corporation Contract:

Attorney Thompson reported on the memo sent to Council and a Resolution authorizing the Judge to enter into the contract with Community Correction Corporation for collection of fines imposed on violators coming before the Judge.

Council Member Spratlin made a motion to authorize the Judge to enter into the Contract. The motion was seconded by Council Member Bailey, discussed, and passed on a vote of 4-0.

D) Report on Speed Hump request:

Street Superintendent Danny Pugh reported that requests for Speed Humps on Forest Green Drive and Sugar Creek Drive were both denied due to the fact that there has to be 70% of responses in favor of the request. Only 65% was received on Sugar Creek Drive and only 63% received on the first request from Forest Green Drive residents and only 33% received on the second request from Forest Green Drive residents.

E) Report on Water Service to School:

Utility Director Ken Crowe reported that Staff has met with Mr. Herb Feldman of Gwinnett County Public Utilities. He reported that Mr. Feldman stated that Gwinnett County is willing to install a portion of the line at this time and service Sugar Hill Elementary School off that section. They will require written permission from the City to serve the school site. No other sites will be serviced without written permission from the City. Mr. Crowe recommended this action be taken.

Council Member Spratlin made a motion to allow Gwinnett County to service the school. Council Member Bailey seconded the motion

and after discussion the motion passed on a vote of 4-0.

F) Manager Nevad reported that at the Budget Work Session held on August 27th, staff recommended cuts in the amount of \$183,000.00. Manager Nevad expressed his appreciation to the department heads for their cooperation in working to cut the Budget.

The Budget package contains Budget summaries by fund, *and* department which includes the Budget Amendment of \$198,847.00. As of this date we are operating with a deficit of \$55,674.00. With the proposed adjustments our 1994 Budget will have a contingency of \$143,173.00. Levels of service will not be adversely affected. He recommended adoption of Ordinance 94-1-Amend.

Council Member Bailey made a motion to adopt the Ordinance, seconded by Council Member Spratlin. After discussion among Council concerning the amount of contingency and the difference in figures of Council Members Bailey and Stanley with staff, the motion passed with a vote of 4-0.

Council Member Spratlin stated that he has three (3) different issues he would like to address concerning more cuts to the Budget.

1. Council Member Spratlin made a motion to abolish the office of City Marshall. Council Member Stanley seconded the motion. This was discussed at length by Council Members. There was concern over who would enforce Ordinances and License violations. The pros and cons of the office was discussed between Council Members Stanley and Bailey, but Council Member Stanley continued to return to the fact that the 1994 Budget has to be cut if the City is going to end the year without serious stress. Council Member Stanley recommended that the enforcement of the Ordinance on Beer and Wine be transferred to the City Manager. The cost of this line item was estimated at \$40,000.00. Council Member Davis stated that the City would have the \$40,000.00 had they not passed the ~~useless~~ Audit of the Golf Course. The vote was a tie with Spratlin and Stanley voting for and Bailey and Davis voting against. Mayor Webster stated let the record show that the Mayor was in favor of the abolishment of the City Marshall's position. The motion passed with a vote of 3-2. Time frame was discussed. Manager Nevad recommended anywhere from 30-60 days. ~~Council Member Davis stated why not throw him out right before Christmas.~~ After more discussion Council Member Stanley made a motion to take action effective immediately with two (2) weeks severance pay. Council Member Spratlin seconded the motion and after more discussion among Council concerning any legal documents, the vote on the motion was Spratlin and Stanley for and Bailey and Davis against. The Mayor stated for the record to show that the Mayor was in favor of the motion which passed on a vote of 3-2.

2. Council Member Spratlin made a motion that in the interest of Budget cuts that the Post Office be dissolved. This motion died for lack of a second.

3. Council Member Spratlin made a motion to discontinue the maintenance of State Right-of-ways effective immediately. He felt this is the responsibility of the State. This motion died for lack of a second.

Council Member Davis made a motion that the Cellular Phone used by the Mayor be turned back into the City. He stated that it would help the Budget a little. This was discussed with Council Member Bailey seconding the motion. After more discussion, the vote was a tie with Council Members Bailey and Davis voting for the motion and Council Members Spratlin and Stanley voting against. The Mayor abstained from voting. The motion failed with a tie. Council Member Davis stated he would make the motion again next month.

G. High Pressure Gas Line Report

Ken Crowe referred to the memo in the Council Packet concerning the High Pressure Gas Line. The engineering report has been completed. He reported that they would be meeting next week with DOT to discuss concerns DOT has as to where the lines are going to be located. The cost is approximately \$80,000.00 above the budgeted figure. MGAG is willing to make some low interest short term notes. He stated that he is not willing to go to bid until all permits are in. He gave a complete report on all the figures for expenses and fees. He believes that these are improvements which we will have to make, and he will be glad to answer any questions. Council Member Stanley made a motion to table this until the 1994 Mill Rate is discussed. Council Member Bailey seconded the motion which passed on a vote of 4-0.

H. Hillcrest Interceptor Sewer Line Extension

Ken Crowe addressed the Hillcrest Interceptor Sewer Line Extension. He explained this in detail for the Council, reminding the Council they authorized a change order which did not contain any easement acquisition at a figure of \$58,081.70. He feels that parcels near this lift station are going to begin development soon. He gave figures concerning repairs and upgrading. There must be decision forth coming on this issue. Council Member Stanley made a motion to table this until the 1994 Mill Rate is discussed. Council Member Spratlin seconded the motion which passed on a vote of 4-0.

CITIZEN'S COMMENT:

Mr. Tim Pugh questioned the abolishment of the City Marshall's position. He stated if the position was going to be abolished why did the Council buy a new car for the Marshall earlier in the year. Is there not enough insight before making decisions? Where did the money come from for the car? How will it be disposed of and how will the City recoup the money? There were several options given

by the Council Members as to how the car would be disposed of or used by the City. He feels like we have Crisis Management in the City.

Mrs. Nighta Davis asked why all communication with Mr. Steven O'Day is limited to Council Member Spratlin and Stanley. She asked why Council Members Bailey and Davis are left in the dark concerning this issue. She asked several question concerning the law suit and those who are privileged to information and those who are not. Council Member Spratlin stated that he reports on Solid Waste. Manager Nevad reported that each Council Member ~~have~~ *has* copies of all correspondence received concerning this topic *since* *this arrival.*

Mrs. Gail Kelly expressed concern over the candidates who do not attend meetings, but came to this meeting because they are running for office.

Mr. Rick January stated his concern over the referral to the landfill by some of the candidates. He understands that the only thing in court concerning the landfill is the current contract. If that contract were found null and void another contract could be drawn and the landfill is still very much an issue. He commended Council Member Davis for finally making a motion, this was discussed.

Mr. Kevin Pugh stated his concern over news articles where other things were pointed out other than issues by the candidates. He asked the candidates to stick to the issues, keep a low key, let the citizens make their choices without smash and bash tactics.

Mrs. Rose Payne stated that she and her daughters toured the Waste Water Treatment Plant and how impressed she was with the method used to treat waste water. She wanted to know if the City is asking enough for tap fees to the new sewer facility.

Mr. Ken Sackmart stated that the people in attendance have made snide remarks and been very unprofessional and that they have been rude and he is tired of it and wants it to stop.

PRELIMINARY DISCUSSION OF 1994 MILL RATE:

Council Member Stanley reported he has good and bad news for the citizens of Sugar Hill. He stated that the Council made some bad decisions earlier in the year. They ignored the people in opposition to the landfill expansion and approved a restated agreement for the construction of a major regional landfill in Sugar Hill. The restated agreement stated that the City would be paid a percentage of the fees paid for dumping garbage into the landfill. The land fill would make an advance payment of at least \$25,000.00 each month. He explained the procedures in this agreement. He stated that the interests of the citizens have been thwarted and they have fought the landfill to a stand-still. They

have alerted the public to what is going on. They have the support of Gwinnett County, Buford, and the National Park Service in opposing the Landfill. In his opinion, the obstacles to the landfill are insurmountable, and the remaining concern is to make the way through the legal process of voiding that ~~awful~~ restated landfill agreement without incurring unacceptable cost and liabilities to the City and citizens. The other concern is to adjust the Budget and Financial Plan to reflect the fact that there will be no landfill revenues. The former Council presented a 1994 Budget with revenues of \$300,000.00 from the landfill and reduced the Mill Rate to 4 mills for 1993 taxes. In the previous 13 years the average of the mill rate was 7.73. He explained the computation behind this figure. The mill rate continued to drop because of the revenues from the private landfill company. The landfill which would have lasted the City of Sugar Hill for 20 years was filled up in two (2) years with someone else's garbage. This Council has impounded all of the advance payments, they are in an escrow account and will be refunded to the landfill company when the landfill agreement is voided. The former council did not make an adjustment for the proper changes concerning water metering. The City is going to have to start paying for water which was not previously metered which will be approximately \$204,000.00. The millage rate has to be set, and by State Law we have to have a balanced Budget. The year began with a small contingency of \$117,000.00. At the beginning of the year \$300,000.00 was impounded by this Council for the sanitation fees paid by the landfill company. The Council has worked diligently to cut the Budget in February by \$122,670.00 and tonight have cut another \$198,000.00. There have also been some unbudgeted items paid for in the amount of thousands of dollars. The City is expected to have some additional funds in the Gas Department, but not positive variances in the other departments. If the Budget at the first of the year was valid, and these figures are correct there will be a negative variance of \$170,00.00 at the end of the year and state law requires a balanced Budget. This Council inherited a City which was essentially bankrupt. If the City is going to function with a sound financial policy, then it is appropriate that we have some reserves. There are three (3) kinds of reserve, (1) Capital Improvements, two (2) were tabled tonight, the extension of gas lines and sewer lines. The City must look to the future, at least five (5) years, and set revenues at a level where we can fund the capital items, there appears to be \$700,000.00 in unfunded capital improvements. (2) Operating contingencies should be funded because there are always emergencies. The City needs a 90 day reserve in operating contingencies. The City is on tract for over a \$6,000,000.00 Budget and has no contingencies to finance a 90 day reserve. (3) The City needs a reserve to guarantee debt service. The City has incurred debt which it can hardly pay. Things have been bought which we did not have to have with money we could not afford to borrow. Today we have debt service requirements of \$700,000.00 a year. In the past the City has had in reserve a years debt service, which could be used for no other purpose.

The debt has been refinanced and removed the restrictions on the Sinking Fund Reserve. Nearly half of that reserve is gone, the money was used to pay other debt, such as the Golf Course contractor and other short falls as the year passed. In summary, it is not expedient to whittle away at fat, there cannot be enough Budget cuts to take care of the short fall. The tax mill rate has to be raised. Council Member Stanley recommended that the tax mill rate be raised to 8 mills to restore to the level it was before the landfill issue. It will cure the deficit but will not solve the problem. This was discussed at length by the Council, and Council Member Bailey questioned where the additional funds needed were coming from. Council Bailey commended Council Member Stanley for the thorough presentation he made tonight. Council Member Stanley stated that citizens should be willing to pay for quality service, but do not want tax dollars wasted. Many pros and cons were discussed between some citizens and the Council. Council Member Davis asked, Where do we really stand? Council Member Stanley stated that all figures are estimates and no one can give true figures until the year end. They discussed different expenditures and expenses, especially the Country Club Audit.

The date of September 24, 1994 at 10:00 A.M. was set as a date for the Public Hearing for setting the Mill Rate for 1994 on a motion by Council Member Bailey, seconded by Council Member Spratlin. Motion passed 4-0.

B) Presentation of collection of trash:

Street Department Head Danny Pugh, presented the following recommendation.

1. Trash will be picked up on Monday and Tuesday only.
2. Limbs will be chipped on Wednesday.
3. Limbs will be no longer than 4 inches in diameter or length.
4. One pick-up a week for no charge.
5. Additional pick-up per week at \$5.00 each.

Council Member Stanley made a motion to adopt the policies and procedures on limbs, brush, leaves, and grass clippings as written with the exception of additional pick-ups at \$25.00 each. Council Member Bailey seconded the motion which passed on a vote of 3-1. Councilmember Davis voted against the motion.

C) Setting Work Session for 1995 Budget:

Council Member Bailey made a motion to defer the Work Session on the 1995 Budget until after the October Council Meeting. Council Member Stanley seconded the motion which passed 4-0.

Council Member Spratlin made a motion to table items G and H under Old Business until the 1994 Mill Rate has been set. Motion was seconded by Council Member Bailey and passed on a vote of 4-0.

D) City Attorney Fees:

Council Member Spratlin stated that he asked staff to investigate Attorney fees for discussion, but found that the City Attorney was below any other fees looked at. Council Member Stanley suggested that maybe the attorney ^{surveyed.} should not attend every Council Meeting. This was discussed.

E) Appointment of Recreation Board Member:

Council Member Davis reported the Recreation Board has been operating with 4 members and needs the 5th member to be appointed. He recommended that Mr. Roland Reed be appointed on the recommendation of Board Member Jack Roberts. The motion was seconded by Council Member Spratlin and passed on a vote of 4-0.

F) New Utility Disconnection Policy:

Council Member Spratlin recommended that an Ordinance (see attached) be passed to reinforce the disconnect policy. He stated that he has worked with staff to finalize. He wished to raise the reconnect fee to \$50.00 with the penalty fee at 25%. He made a motion to that effect, which was seconded by Council Member Bailey. This was discussed by Council. The Clerk explained the current policy on making arrangements with customers to clear up the delinquent accounts. Council Member Stanley stated that he has a problem with the 25% penalty fee. He feels that 10% to 15% is a reasonable fee. This was discussed further between Council Members.

Council Member Spratlin stated that for this reason, he drew up two (2) Ordinances. Vote on the motion was Bailey and Spratlin for and Davis and Stanley against. The Mayor broke the tie with a no vote and the motion failed. Council Member Spratlin made a motion to adopt the Ordinance with a 10% penalty. Council Member Bailey seconded the motion which passed with Council Members Bailey, Spratlin, and Stanley voting for and Council Member Davis voting against.

G) Appointment of Election Manager:

Clerk Garbutt reported that pursuant to the Georgia Municipal Election Code and the Rules of the State Election Board Section 21-3-32, Section 21-3-33, and Section 21-3-282 the governing authority of the City of Sugar Hill shall appoint the following Poll Officers.

The Election Superintendent recommended the following appointments.

Election Manager:	Mrs. Michelle Manfredi
Absentee Ballot Clerk:	Ms. Shirley Gibbs
Clerks:	Eight (8) in number

There was discussion as to the appointment of Mrs. Manfredi, due to former election commitments and also the compensation was discussed. After discussion Council Member Davis made a motion to appoint these officers, Council Member Bailey seconded the motion. The motion passed with Council Members Bailey, Davis, and Stanley voting for. Council Member Spratlin abstained from voting.

DIRECTOR OF GOLF REPORT:

Director Queen stated Council Member Bailey gave a golf report and he had nothing further to report, unless there were questions. Director Queen was commended for a job well done and given a round of applause.

CITY CLERK REPORT:

Clerk Garbutt reported statements for taxes not on previous digest are being billed. The Tax Digest is ready and will be given to TBS when the 1994 Mill Rate is set. Gwinnett County needs the Mill Rate by September 26, 1994. The new Business License Ordinance must be ready by January 1, 1995. Attorney Thompson is working on this also. There has been a reorganization of the office staff and everything is working out well. Clerk Garbutt reported that over 90% all there are good employees working for the City and she is proud to be a part of them. She stated that the Council needs to pass a Resolution to add two (2) line items to the Golf Course Budget for the revenues and expenses of beer.

Council Member Spratlin made a motion to approve the Resolution to add the line items to the Budget. Council Member Bailey seconded the motion which passed on a vote of 4-0.

CITY ATTORNEY REPORT:

Attorney Thompson reported that he would work with Clerk Garbutt in preparing the Ordinance for regulation of Occupational Taxes.

In reference to the Council's last condemnation action on the Sewer Line Project, the Jury awarded Mr. Robinson \$16,500.00. He recommended that they pay the award. Council Member Stanley made a motion to accept the judgment of the court and end this by paying the award. Council Member Bailey seconded the motion which passed on a vote of 4-0. Council Members Stanley stated this is another unbudgeted item.

His office is still working on updating the Personnel Policy.

CITY MANAGER'S REPORT:

City Manager Nevad reported that he, Clerk Garbutt, and Department Heads are working on the 1995 Budget. Customer Service is being looked at, recycling is being worked on. ~~At the suggestion of Mrs. Meg Avery, a grant for a \$87,000.00 bike path~~

Staff applied for a \$87,000 bike path grant application to D.O.T

*Also we will apply for
a \$10,000 DCA grant to fund
curbside improvements at Robinson Park.*

has been ~~applied~~ for. He met with Gwinnett County Utilities Director Herb Feldman along with other City employees concerning the school water project to discuss allowing the County to service the school. He does not feel that a \$170,000.00 capital expenditure is justified by \$12,000.00 in revenues. He reported on Gas Line improvements, the Golf Course Club House cost benefit study is being done by he and Golf Director Wade Queen and reported the Street Department has requested 14,815 feet, on 9 streets, of road resurfacing in 1995 from DOT LARP, and will prepare a 5 year roll over capital improvement plan.

COUNCIL REPORTS:

All Council Members again expressed their pleasure at having Clerk Garbutt and Manager Nevad working for the City. They were given a round of applause.

Mayor Webster asked that citizens vote for the candidate of their choice, but at all cost be sure to vote.

CITIZEN'S COMMENTS:

Mrs. Meg Avery expressed appreciation to Manager Nevad for acting so quickly on the information she gave him regarding the bike grant. She gave him the information on August 9th and the application had to be in by August 15th. She reported that Sugar Hill is one of the three (3) cities in Gwinnett County which is available for the grant. She thanked the citizens of Sugar Hill for their kindness to her over the past weeks. She stated that she hopes Sugar Hill will have the largest voter turnout in history on September 20th.

Mr. Rick January hopes that the City will afford Mr. *Robertson* all the assistance they can provide in obtaining a new position. He asked that maybe the consideration of a club house at the Golf Course might be run by a private concern. He was assured that the possibility of that idea is being looked into.

Mr. Herb Payne expressed his disapproval of the 25% late penalty, but was told by Council that the late fee was left at 10% and not moved to 25%. He misunderstood this issue. He felt that the City Marshall should have two weeks to get everything in order and then 2 weeks severance pay. He thanked the candidates for coming tonight and asked that the citizens get out and vote. He stated that last year Council Member Bailey said the City was in financial trouble, but later returned to say the City had sufficient funds. He stated that it is clear that the previous Council had placed all their rotten eggs in one basket which was the landfill. He feels that gross errors in judgement were made and its treatment of the citizens. The previous Council made gross errors in the handling of all the conditions concerning the

landfill and reduction of the mill rate and he is proud of the Council tonight when they, in unity, want sound fiscal footing for the City of Sugar Hill. He feels like it will be a rocky road, but with honesty, sincerity and unity he feel sure the Council can win the confidence of the citizens. He applauds the Council for their concern for the citizens of Sugar Hill.

Mrs. Nighta Davis expressed her opinion on the former Council and Finance Director and their competence stating that the citizens need the facts and figures and not a lot of smoke screens.

Council Member Bailey made a motion to adjourn at 10:26 P.M. The motion was seconded by Council Member Davis and Stanley and passed on a vote of 4-0.

CITY OF SUGAR HILL
MEETING AND PUBLIC HEARING
SATURDAY, SEPTEMBER 24, 1994
10:00 A.M

Due to the expectation of a large number of citizens attending the Meeting and Public Hearing it was moved to the auditorium of North Gwinnett High School on Level Creek Road.

Mayor Gary Webster called the meeting to order at 10:00 A.M. and led in the Pledge of Allegiance to the Flag.

Councilmember Charles Spradlin gave the invocation.

Those present were Mayor Gary Webster, Councilmembers Steve Bailey, Reuben Davis, Charles Spradlin, Jim Stanley, and Council Member Elect W. J. Dodd, City Manager Warren Nevad, City Clerk/Finance Director Betty B. Garbutt, City employees Margaret McEachern and Danny Pugh, City Auditor Ryman Wilborn, representatives from the press, and approximately sixty (60) citizens.

Mayor Webster asked Clerk Garbutt to read the results of the Special Election held on September 20, 1994.

Clerk Garbutt reported that 832 votes were cast and the following is the results as reported by Election Superintendent Ruth Switzer.

	Polls	Absentee Ballots	Total
Avery	196	5	201
Dodd	412	39	451
Edwards	20	0	20
Hall	11	0	11
Head	5	0	5
Sayers	12	0	12
West	163	13	176
Wilson	8	1	9

There were 617 yes votes and 117 no votes cast on the referendum questions. The referendum passed by a margin of 500 votes.

Superintendent Switzer requested that Mr. W. J. Dodd be sworn in as Council Member to fill the unexpired term of Mr. Jon Wright.

Mayor Webster swore in Mr. J. W. Dodd to fill the unexpired term of Mr. Jon Wright at 10:05 A. M. Council Member Dodd expressed his appreciation to the people for the confidence they placed in him by electing him to the office of Council Member. He asked that the Council work together for the betterment of the City of Sugar Hill and let by-gones be by-gones.

Auditor Ryman Wilborn gave a review of the Budget year-to-date. There was considerable discussion concerning figures in the Water and Sanitation Department between Council Member Stanley, Mr. Wilborn, and citizens. There was a lengthy discussion between Council Member Stanley, Mr. Wilborn, other Council Members, staff, and citizens concerning the amount which was to be impounded to be placed in an escrow account. Council Member Stanley stated that he thought there was to be \$300,000.00 impounded and not \$250,000.00 as reported by Mr. Wilborn. Clerk Garbutt reported that they used the Budget Revision given to the City by Council Member Jon Wright. Mr. Wilborn continued to point out that the figures speak for themselves and the City cannot place proposed figures where actual figures are documented from actual records which show revenues and expenditures to date. The summary Mr. Wilborn was giving was taken from actual amounts year-to-date. Manager Nevad prepared a estimated year end report which showed a proposed surplus of \$285,024 at year end.

Council Member Bailey made a motion to go into a Public Hearing on taxes. The Motion was seconded by Council Member Davis and passed unanimously.

Council Member Stanley stated he wished to address the Water Budget again.

There was another long discussion concerning the metering, purchasing, and selling of water. Several citizens expressed their discontent with the way some of the funds are being handled by the Council. Council Member Stanley continued to refute the figures concerning the purchase and selling of water and stated that the Debt Service Fund was not being funded correctly, Clerk Garbutt stated that the Debt Service Fund was being funded and that there is sufficient monies in the account to pay the Bonds and Interest when they become due, and that there will be a reserve in that account by year end. There was still more discussion among those present on the pros and cons of Council Member Stanley's interpretation of the figures before everyone. Council Member Stanley continued to try to convince those present that the City needed to closely monitor the expenses of purchasing water and assure that the City has a contingency to operate more efficiently so that when unexpected expenses arise, they can be paid.

There were several citizens who expressed their dismay at the Council considering a tax increase. This issue had the support of most all citizens present.

Council Member J. W. Dodd made a motion to go back into the Regular Meeting. Motion was seconded by Council Member Bailey. Vote on the motion was unanimous.

Council Member Spradlin made a motion to set the proposed Mill Rate at 4 Mills. Council Member Bailey seconded the motion which passed unanimously.

There was no other business to come before Council. T h e meeting adjourned at 11:35 A.M.

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There was no other business to come before Council. T h e meeting adjourned at 11:35 A.M.

**ELECTION REPORT
CITY CLERK BETTY B. GARBUTT**

The Election to fill one (1) seat on the City of Sugar Hill Council will be held on Tuesday, September 20, 1994, from 7:00 A.M. to 7:00 P.M.

The Referendum for \$2,000.00 homestead exemption on property taxes for residents of Sugar Hill who are 65 years of age and older will also be on the ballot.

The following are the persons who have qualified to fill the one (1) seat:

- 2 1. Margaret Avery *b, / - jose*
- 4 2. W. J. Dodd *///*
- 6 3. Dave Edwards *///*
- 5 4. Dorothy E. Hall *///*
- 7 5. Vivian Pass Head *///*
- 6 6. David Sayers *///*
- 3 7. Ron West *///*
- 8 8. Tom C. Wilson *✓ ///*

These candidates will meet at 7:15 P.M. on September 12, 1994 to draw numbers for the order in which they will speak to Council and the citizens of Sugar Hill.

The Referendum will read as follows:

"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 \$2,000.00 of the assessed value of a resident's homestead for residents of the City of Sugar Hill who are 65 years of age or over?"

() YES

() NO

All persons desiring to vote for approval of the Act shall vote "yes", and those persons desiring to vote for rejection of the Act shall vote "No".

Solid Waste Management Report - 09/12/94

On August 17, 1994, Judge Bishop with Gwinnett County Superior Court heard the Plaintiffs' "Motion for Summary Judgment". On September 09, 1994, He also heard defendants Ed Groves and Ed Drivers' "Motion for Summary Judgment" and has not yet rendered a decision in either instance. Steven O'Day's office characterized the September 9th hearing as "same song, verse two" when comparing it to the August 17th hearing.

During the September 09, 1994 hearing, Judge Bishop turned down a move by Katherine Packwood, representing Mr. Groves and Mr. Driver, to strike Sugar Hill's response to their "Motion for summary Judgment". The attempted move was based on the fact that Sugar Hill is a defendant in the case and therefore hadn't the grounds to file the brief, the Judge did not concur. Judge Bishop also granted Robert Remar's move to strike an affidavit filed by the defendants on September 8th, the day before the hearing.

Discussions with our Attorney indicate a very good chance of receiving a decision in our favor. That decision could come in as little as two weeks or could take up to several months. The good news here is that the Plaintiffs' and Sugar Hill need only prove one of eleven points, in order to receive a decision declaring the landfill contract invalid, while the other defendants must disprove all eleven.

We have also been experiencing continued problems with trash collection throughout the City. Garbage has not been picked up at my house on three occasions this past month and the problem is worsening. As Liaison to Solid Waste, I think that we need to take a serious look at our collection contract with Button Gwinnett and consider possible alternate arrangements.

PLANNING & ZONING BOARD MEETING
MONDAY, APRIL 18, 1994
7:30 P.M.

M I N U T E S

Meeting Called to order at 7:40 p.m.

Reading and Approval of Previous Minutes

Mr. Chapman moves to accept the minutes from the March 21, 1994 meeting. Second to the motion by Mr. Parris. Vote unanimous.

RZ-94-002 Ed Breedlove 7-319 parcels 11, 15, & 20.

Ken Crowe - Director of Utilities and Development states that the staff recommendation is for approval based on the December 21, 1993 Mayor and Council minutes. Mr. Chapman makes a motion to approve the RS-100 zoning classification with the following conditions: this project will be developed with underground utilities, with a minimum of 1,600 square feet homes, 85' minimum lot frontages and 12,500 square feet lots. Mr. Parris seconds the motion with a moment of discussion held.

Joan Fernandez of 5471 Suwanee Dam Road states that she has 3 lots and that a couple of her lots will meet this property in discussion and her concern is that there will not be enough trees between her home and the new ones.

Mr. Betts makes an amendment to the motion that during the development construction stages the developer must leave as many trees as possible. Vote unanimous.

RZ-94-001 Baron Herman 7-320 parcels 1, 2, & 29

Ken Crowe - Director of Utilities and Development states that the staff recommendation is for approval.

Maron Buice of 5777 Hillside Farm Road states that he has lived in this area for 60 +/- years, and that Mr. Herman developed a 35 acre tract which adjoins his property, and that he wishes that there were more people like Mr. Herman developing in this area.

Mr. Betts makes a motion to approve the RS-150 zoning classification with the following conditions: a minimum of 2,000 square feet homes, and 15,000 square feet lots. Mr. Herman states that they will have a variety of amenities including: Swimming Pool, two Tennis Courts, Clubhouse, Sales Center, Entrance will be landscaped, Sidewalks on both sides of the street, along with Architectural Control. Mr. Chapman seconds the motion. Vote unanimous.

Mr. Parris moves to adjourn the meeting. Second to the motion by Mr. Chapman. Vote unanimous.

Meeting adjourned at 8:18 p.m.

Kimberly B. Sanders

PLANNING AND ZONING BOARD OF APPEALS
MONDAY, AUGUST 22, 1994
7:30 P.M.

M I N U T E S

Pledge to the flag.
Meeting called to order at 7:35 p.m.

Attendance

Present: Vice Chairman Kevin Pugh,
Boardmembers Rick January, Cliff London, & Michael
Fogarty.

Reading and Approval of Previous Minutes

Mr. January makes a motion to approve the July 25, 1994
minutes. Second to the motion Mr. London. Vote unanimous.

Variance Request

94-658 Ceramic Surfaces, Inc., of 201 Peachtree Industrial
Boulevard. Mr. Fogarty makes a motion to deny this
variance request based upon the ordinance. Second to
the motion Mr. London. Vote unanimous.

Adjournment

Mr. London makes a motion to adjourn. Second to the motion Mr.
January. Vote unanimous.

Meeting adjourned 7:45 p.m.

Kimberly B. Sanders

**FINANCE REPORT
BETTY B. GARBUTT-FINANCE DIRECTOR
AUGUST 1994**

You have in your packets a Financial Summary for the first eight (8) months of the year. We have worked very hard to make this summary show a true picture of the financial status of the City. Should you have any questions we will answer them to the best of our ability. We have not added anything to the budget which was not approved by Council, nor have we taken anything out of the budget which was not approved by Council.

There are some items which are going over budget, but we cannot add revenues unless they have been approved by Council as an amendment to the budget. We may do some line item adjustments within a department, but no adjustments between departments.

I have written an Ordinance to approve the revisions which were suggested at the Budget Work Session. This will reduce the budget expenditures and expenses by \$198,847. This would give the budget a contingency of \$143,173.

As of the present, with eight (8) months of 1994 behind us, we have 33.4% of the year remaining. We have 37.20% of revenues to collect and 38.20% of expenses and expenditures to use. Over all I think we are in good shape budget wise.

During the lean months we have only had to make one (1) draw down from the LGIP Funds. We have on hand in the LGIP Fund the amount of \$199,462.84. We are managing to "keep our heads above water" with the daily receipts which are being collected, and close management on paying the bills. We do not let any bill become delinquent, but we watch to see that we have the revenues available before we send out any payments.

Our collection policy on utilities seems to be working. We have reduced arrears by approximately \$59,000.00. This has also been a contributing factor in not having to transfer funds.

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additional
information
phone 375*

Council Report
by
Steven C. Bailey

Golf Course & Waste Water Treatment Facility
September 12, 1994

Golf Course

August proved to be a fairly good month even though less than the same period last year (\$81,286.15 versus \$89,176.33), it was a very wet month due to our unseasonable rains. Overall, the Golf Course is still running about \$75,000.00 ahead on revenues and about \$103,000.00 less expenses, thus creating a positive variance of roughly \$17,000.00 instead of a projected loss of about \$161,000.00 year to date. Be aware however, not all sod-related costs have yet been paid, but we should still expect a very good year-end report regardless.

Beer sales began on Friday, August 26th and thus far has been running about \$75.00 a day gross sales on average for Tuesdays and Wednesday, but about \$150.00 a day average gross sales on Thursday through Saturday. There are no sales of beer on Sunday, of course.

On August 31st, the Kiwanis Club of North Gwinnett held its Second Annual Golf Tournament which resulted in about \$3,500.00 in gross revenues for the City. This was their most successful tournament to date with about 80 players.

September appears to be a rebound in golf rounds, obviously due to the improved weather. The first five days of September have yielded about \$25,000.00 in gross revenues. If the weather continues its current nature, we do expect a very good month as compared to September of last year.

Staff and this Council Member would like to remind the Mayor and Council that we must address the construction of the Golf Course Clubhouse. There are several privately operated courses coming on line later this fall and next spring, all with Clubhouses, that will undoubtedly impact the marketing and future viability of our Course. We will pay for the Clubhouse in one fashion or another, either by constructing it or by the loss of customers and tournaments.

Waste Treatment

The facility is still running well, and operating well within the EPD regulations. On the Agenda tonight is the matter of the Hillcrest Interceptor Sewer Line Extension and the request of staff for recommendation to proceed or not. Funding of this construction, please remember, is by the GEFA loan of about \$60,000.00 additional indebtedness. Refer to a report by Donna Zinskie, the Sewer Department Supervisor.

END OF REPORT

**ELECTION REPORT
CITY CLERK BETTY B. GARBUTT**

The Election to fill one (1) seat on the City of Sugar Hill Council will be held on Tuesday, September 20, 1994, from 7:00 A.M. to 7:00 P.M.

The Referendum for \$2,000.00 homestead exemption on property taxes for residents of Sugar Hill who are 65 years of age and older will also be on the ballot.

The following are the persons who have qualified to fill the one (1) seat:

1. Margaret Avery
2. W. J. Dodd
3. Dave Edwards
4. Dorothy E. Hall
5. Vivian Pass Head
6. David Sayers
7. Ron West
8. Tom C. Wilson

These candidates will meet at 7:15 P.M. on September 12, 1994 to draw numbers for the order in which they will speak to Council and the citizens of Sugar Hill.

The Referendum will read as follows:

"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 \$2,000.00 of the assessed value of a resident's homestead for residents of the City of Sugar Hill who are 65 years of age or over?"

() YES

() NO

All persons desiring to vote for approval of the Act shall vote "yes", and those persons desiring to vote for rejection of the Act shall vote "No".



CITY OF SUGAR HILL

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

August 15, 1994

MEMORANDUM: 94-05

Re: Disconnect Policy Notice-Utility Services

TO: Mayor and Council

FROM: Warren Nevad
City Manager

Please be advised that in conformance with City code Section 25-54 (a) we will disconnect delinquent customers beginning Tuesday, August 16, 1994.

First, in order to give every delinquent customer final notice, we will tier cut-offs. To accomplish this, we will notify of cut-off with a door hanger. Within 24 hours should payment not be received we will disconnect.

We anticipate a potential 300 customers losing their service. Staff is willing to ensure that every customer has been duly notified.

For your reference, attached are copies of the above mentioned policy, correspondence from the City Finance Director and directives from the utility supervisor.

Attachments

(2) The price of a tap-on fee to the city's gas and/or water system:

<i>M e t e r</i> Size	<i>Water Deposit Fee</i>	<i>/ Meter Capacity</i>	<i>Gas Deposit Fee</i>
3/4"	\$ 50.00	/ 275 cu. ft./hr.	\$ 100.00
1"	\$ 125.00	/ 750 cu. ft./hr.	\$ 200.00
1 1/2"	\$ 260.00	/ 1000 cu. ft./hr	\$ 260.00
2"	\$ 315.00	/ 1600 cu. ft./hr.	\$ 315.00
3"	\$ 2,100.00		
4"	\$ 2,225.00		
6"	\$ 3,500.00		
8"	\$ 4,300.00		

(Ord. of 6-11-90)

Editor's note—The provisions of §§ 25-52 and 25-53 were deleted as being superseded by an ordinance of June 11, 1990, which enacted provisions included as a new § 25-52. The deleted provisions pertained to gas and water deposit fees and derived from an ordinance of Aug. 8, 1988, §§ 1 and 2.

Sec. 25-53. Gas and water rates.

(a) *Gas rates.* The monthly rate which the city charges its consumers for natural gas shall be six dollars and forty-five cents (\$6.45) per mcf inside city limits and seven dollars and ten cents (\$7.10) per mcf outside city limits, plus any charges paid by the city to its fuel suppliers above three dollars and twenty-five cents (\$3.25) per mcf.

(b) *Water rates.* The monthly rate which the city charges its consumers for water shall be two dollars and seventy-five cents (\$2.75) per one thousand (1,000) gallons inside city limits and three dollars and three cents (\$3.03) per one thousand (1,000) gallons outside city limits, plus any amount paid by the city to its water suppliers above one dollar and seventy-one cents (\$1.71) per thousand gallons.

(Ord. of 2-25-91)

Editor's note—An ordinance adopted Feb. 25, 1991, did not specifically amend the Code; hence, its inclusion as § 25-53 was at the discretion of the editor. See also the editor's note following § 25-52.

Sec. 25-54. Delinquent service bills.



(a) *Past due notice.* On the next regular working day after the fifteenth of each month, every past due customer will be sent a cut off notice which will give the total amount due and the cut off date.

(b) *Disconnection.* On the cut off date, every customer who still has not paid his account in full, or who has not made arrangements with the city clerk as outlined in the aforementioned ordinance, will have their utilities disconnected.

(c) *Notice of policy.* Utility bills will be printed to notify every customer of this disconnection policy. This will be the only notice the customer will receive before utilities will be disconnected.



CITY OF SUGAR HILL

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

August 4, 1994

MEMO:

TO: Utility Office Personnel

FROM: Finance Director: Betty B. Garbutt

Effective August 15, 1994 the following disconnect policy will be **strictly** enforced.

Utility bill will be printed to notify every customer of the disconnect policy. This will be the only notice the customer will receive before utilities will be disconnected.

On the cut off date, every customer who still has not paid his account in full, or who has not made arrangements with the city clerk or utility office personnel as outlined in this policy will have their utilities disconnected. Customers who are cut off must pay the disconnect fee before the payment plan can be arranged.

A customer may be allowed to have utilities remain connected if such customer pays half of the total past due amount plus the current bill and sets up a payment plan to pay the past due balance within sixty (60) days of the date of the payment plan, plus the current bill.

If the customer does not comply with the payment plan, services will be disconnected and will not be reconnected until the account is paid in full.



CITY OF SUGAR HILL

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

Date: August 15, 1994
To: Meter Readers
From: Margaret McEachern
Subject: Cut-Offs

We will attempt to write up 100 door hangers and hang the door hangers in a day and a half. Understand this is the first day, after the first 100 door hangers we will continue with this procedure until all door hangers are hung.



CITY OF SUGAR HILL

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

August 29, 1994

MEMORANDUM 94-014

TO: Mayor/Council

FROM: Warren Nevad *WN*
City Manager

RE: DEPOSIT

Per Mr. Spradlin's request, staff has surveyed other Utilities regarding deposits. We recommend that a new policy should apply only to new customers.

Highlights of the recommended changes include:

- 1) Homeowners would be eligible for deposits (credits) after 18 months of satisfactory payment.
- 2) Renters would not be eligible.
- 3) New deposit monies would be escrowed, earning the appropriate interest rate.

These proposed changes have been discussed with Utility Supervisor McEachern. By applying the new deposit change to future customers, we can easily input and track dates with our computer.

Further, since a majority of our delinquent customers are renters, the new policy would safeguard the City.

Mr. Spradlin will present this topic at the September 12th Council Meeting.

*2/17
Stanley*
*Bailey
Rus to 150
4-0
Walt
Melson*

DEPOSIT.XLS

WATER & SEWER	SUGAR HILL	BUFORD	GWINNETT	LAWRENCEVILLE	NORCROSS
1) DEPOSIT AMOUNT	50	20/50	50	25	25
2) ESCROWED?	NO	NO	YES	YES	NO
3) INTEREST ?	NO	NO	5% HOMEOWNER ONLY	NO	NO
4) REFUND POLICY		UPON LV.	18 MONTHS-HOME OWNERS	UPON LV.	UPON LV.
GAS					
1) DEPOSIT AMOUNT	100	160	NA	100	NA
2) ESCROWED?	NO	NO	NA	YES	NA
3) INTEREST ?	NO	NO	NA	NO	NA
4) REFUND POLICY	UPON LV.	UPON LV.	NA	UPON LV.	NA

Local/state

Homeowners to receive water deposit refunds

By Diana Minardi

Gwinnett Daily News

Gwinnett County Commissioners voted Tuesday to reward conscientious homeowners by refunding their water deposits after 18 months.

Unanimously approved by the commission, the measure also gives homeowners interest on their deposit at a rate of 5 percent.

Customers can expect to start receiving the refunds after April of next year, according to Bill Bush, director

of the county water and sewer department.

Water and sewer customers have to pay a deposit when they order water and sewer services. Customers with sewer services pay a \$50 deposit and customers on septic tanks pay a \$25 deposit.

Eighteen months from now, customers who paid \$50 will get a \$53.75 refund. Customers with \$25 deposits will receive about \$26.87, Bush said.

While all customers are refunded their money when they discontinue

service, water officials wanted to follow the lead of Clayton County and other service providers that refund deposits to customers who are prompt in paying their bills.

The measure does not apply to residents leasing a home or apartment.

"It should go to the homeowner because those are the folks who are going to stay here and can use the money back," Commissioner Mike Berg said.

GWINNETT COUNTY WATER SYSTEM

NON-SEWER METER CHARGES AND DEPOSITS

IN EFFECT SEPTEMBER 15, 1987

NON-SEWER OR GRASS WATERING METER INSTALLATION CHARGES

3/4" WATER METER - NON-SEWER	\$300.00
1" WATER METER - NON-SEWER	\$325.00
1-1/2" WATER METER - NON-SEWER	\$550.00
2" WATER METER - NON-SEWER	\$675.00
3" AND LARGER WATER METERS - COST OF INSTALLATION BASED ON INDIVIDUAL CONDITIONS.	

WATER METER DEPOSITS

(1) RESIDENTIAL

(A) ON SEPTIC TANK	\$25.00
(B) ON COUNTY SEWER	\$50.00

Water meter deposits for homeowners are credited to their account, after 18 months of prompt payment history. An annual interest rate of 5% is added to the credit.

(2) BUSINESS/INDUSTRIAL/COMMERCIAL (By Meter Sizes)

(A) 3/4" to 2" Inclusive

(1) On Septic Tank	\$50.00
(2) On Sewer	\$100.00

(B) 3" and 4" Meters

(1) On Septic Tank	\$250.00
(2) On Sewer	\$500.00

(C) 6" and Larger

(1) On Septic Tank	\$500.00
(2) On Sewer	\$1,000.00

(3) APARTMENT COMPLEX

An initial deposit of \$1,000.00. After occupancy, the deposit will be adjusted to an average of one month's bill based on three months actual consumption.

"Example"

WP01001A *PAGE 1* ACCT NO 165521566700 9* ACTIVE CYCLE 4 ACCT ID: R
SEQ 16-58-1920

AP:DT 4/19/90 MTR:2 0 UNIT 1 NO 43039707
:NO T016545 LOC 2450 BROOKS RD DACUL

2158 BOLD SPRINGS RD :DEP .00 REF IN 11/91 D 25.00 TOT 26.98

DACULA GA 30211-1656 :SV 4/27/90 SUB MARKED STREET LT

FIRE .00 SEWER 2885-99 SEWER CD GPD .0 H .0 L .9

LOC ZIP 30211-2535 PAY DUE DATE 8/16/94 TAP NO 016545 SET 4/27/90 SP

ACTIVITY 2/28/94 3/31/94 4/30/94 5/31/94 6/30/94 7/31/94

HIGH READ .0 .0 .0 .0 .0 .0

LOW READ .9R .9S .9R .9R .9R .9S

CONSUMPTION .0 .0 .0 .0 .0 .0

READ DATE 2/23/94 3/23/94 4/26/94 5/24/94 6/22/94 7/27/94

PAYMENT 6.25 6.25 6.25 6.25 6.25 6.25

ADJUSTMENT

REFUND

PAYMENT DATE 2/21/94 3/22/94 4/05/94 5/17/94 6/13/94 7/11/94

WATER 6.25 6.25 6.25 6.25 6.25 6.25

FIRE

SWR

DUE 6.25 6.25 6.25 6.25 6.25 6.25

BCKFLW: UNAPPL PAY 6.25 8/08/94 BAL .00

MENU? SCREEN? PAGE 2? 3?

THOMPSON & SWEENEY, P.C.
Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
MELANIE D. WILLIAMS
PAUL E. ANDREW
JORGIA C. NORTHRUP

Longleaf Commons
690 Longleaf Drive, Lawrenceville, GA 30245
Telephone: 404/963-1997
Telephone Copier: 404/822-2913

Mailing Address
P.O. Drawer 1250
Lawrenceville, Georgia 30246

MEMO TO: Mayor and Council of the City of Sugar
FROM: V. Lee Thompson, Jr.
RE: Proposed Contract with Community Corrections Corporation
DATE: September 7, 1994

I have reviewed the proposed contract for probation supervision and rehabilitation services between the City of Sugar Hill and Community Corrections Corporation as requested at your last Council meeting. I have provided a revised contract incorporating my proposed changes.

Briefly summarized, my proposed changes are as follows:

1. I have changed the introductory paragraph of the contract to reflect that it is to be approved and signed by the Judge of the Municipal Court of the City of Sugar Hill. The Georgia Code provides that such a contract may be entered into by the Judge of the Municipal Court with the approval of the governing authority of the City.
2. Paragraph 3 of the contract has been revised to reflect that the contract will be renewed for subsequent periods of one year each and that the contract may be cancelled by giving thirty days notice prior to the expiration of the contract or within sixty days after the date of renewal of the contract. This provision allows subsequent councils or a new municipal court judge to void the contract if they desire to do so after taking office in January of each year.
3. Paragraph 4 regarding deficiencies in services has been reworded to make the City's determinations regarding these matters conclusive.
4. Paragraph 5 of the original contract has been deleted.
5. Paragraph 11 of the original contract which is now paragraph 10 of the revised contract has been reworded to provide for stronger indemnification and hold harmless language.
6. Paragraph 14 of the original contract which is now paragraph 13 of the revised contract has been revised to insert the name and address of the City of Sugar Hill.

September 7, 1994
Page Two

7. The signature page of the contract has been revised to reflect that the contract is being signed by the Chief Judge of the Municipal Court and is being approved by the Mayor on behalf of the City.

I have also prepared a Resolution authorizing the Municipal Court Judge to enter into the contract in the revised form. The Resolution also contains language making it clear that the authority to enter into the contract is specifically conditioned on the requirement that the agreement place no financial obligation on the City of Sugar Hill and that the City of Sugar Hill be fully and completely indemnified from any damage or claims asserted as a result of the services to be provided under the contract.

If you have any questions regarding the revised contract or this memo, please contact me so that we may discuss this matter.

VLT/pbd

STATE OF GEORGIA
COUNTY OF GWINNETT

RESOLUTION

WHEREAS, the City of Sugar Hill, is authorized by O.C.G.A. §42-8-102 to provide general probation supervision, fine collection services, counseling and other probation services for persons convicted of misdemeanors in the Municipal Court of the City of Sugar Hill; and

WHEREAS, Community Corrections Corporation is uniquely qualified and experienced in providing such comprehensive professional services, and such corporation is willing to contract with the City of Sugar Hill as authorized in the above-referenced legislation; and

WHEREAS, the Mayor and Council of the City of Sugar Hill deem it in the best interest of the citizens of the City of Sugar Hill, and the City of Sugar Hill will best be served by entering into said Contract with Community Corrections Corporation for the provision of such services.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SUGAR HILL AND IT IS HEREBY RESOLVED,

Section 1. The Chief Judge of the Municipal Court of the City of Sugar Hill is hereby authorized to enter into a Contract with Community Corrections Corporation for the provision of general probation supervision, fine collection services, counseling and other probation services for persons convicted of misdemeanors in the Municipal Court. Further the Council hereby authorizes the Chief Judge to execute the Contract together with such other

documents as are necessary to further the intent of this Resolution. A copy of such Contract is attached hereto.

Section 2. The authority to enter into this Contract is specifically conditioned on the requirement that the contractual agreement place no financial obligation on the City of Sugar Hill and that the City of Sugar Hill be fully and completely indemnified from any damages or claims asserted as a result of the services to be provided under the contract.

Section 3. The effective date of this Resolution shall be when approved by the Mayor and Council of the City of Sugar Hill.

SO RESOLVED, this _____ day of _____, 1994.

Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

ATTEST:

City Clerk

STATE OF GEORGIA
COUNTY OF GWINNETT

CONTRACT FOR PROBATION SUPERVISION
AND REHABILITATION SERVICES

THIS CONTRACT made and entered into this ____ day of _____, 1994, between the CITY OF SUGAR HILL, GEORGIA, (hereinafter referred to as "City") and COMMUNITY CORRECTIONS CORPORATION (hereinafter referred to as "CCC"), to be approved as to form and content and signed by the Judge of the Municipal Court of the City of Sugar Hill, Georgia (hereinafter referred to as the "Court").

WITNESSETH

WHEREAS, the Municipal Court of the City is authorized by O.C.G.A. §42-8-102 to provide general probation supervision, fine collection services, counseling and other probation services for persons convicted of certain misdemeanors; and

WHEREAS, CCC is uniquely qualified and experienced in providing such comprehensive professional services and is willing to contract with City in a manner authorized by the legislation referenced above as well as in accordance with all standards and qualifications as set forth by the Advisory Council for Probation; and

WHEREAS, the parties hereto deem it in their respective best interests and each will best be served by entering into said Contract for the provision by CCC of such probation services as ordered by the Court.

NOW THEREFORE, in consideration of the premises and the mutual benefits and covenants provided under the terms and conditions of

this Contract, the parties hereto agree as follows:

1. Designation by City

The City shall designate CCC as the private entity to coordinate and provide direct probation and rehabilitation programs services to offenders sentenced by and under the jurisdiction of the Court.

2. Scope of Services

CCC shall provide the services and programs for the misdemeanor offenders placed on probation by the Court which shall include the following particulars:

- A. Comply with the legislative enactment (O.C.G.A. §42-8-102) as well as all standards and qualifications as set forth by the Advisory Council for Probation.
- B. Operate under the conditions as agreed to by and between CCC and the Court, as more fully set forth in Exhibit "A" attached hereto.
- C. Provide such services as specifically set forth in Exhibit "B" for the provisions of services to offenders under the jurisdictions of the Court.
- D. Meet, maintain, and comply with all rehabilitation program offerings as specified in Exhibit "B".
- E. Maintain individual files for each offender participating in CCC's programs. The files will be maintained in a secured area, in a locked file or cabinet or safe.
- F. Provide timely and prompt reports as are, or may be required by the Court during the period of the Contract,

which include but are not limited to statistical reports, caseload data, and other records documenting the types of program services provided and the identity of the offenders receiving such services.

- G. Provide Counseling and Supervision services for all persons ordered by the Court to participate in during the period of the Contract, which include but are not limited to statistical reports, caseload data to assure that CCC is providing program services and maintaining financial records reflective of good business practice.
- H. Make fiscal and program records available within ten (10) working days for review and maintaining financial records reflective of good business practice.
- I. Bill the offender for program services provided on such forms and in such manner to conform to acceptable business practice. The accuracy of billing is to be confirmed by providing a copy of the services and attending cost to the offender.
- J. Charge each offender participating in rehabilitation programs the reasonable cost of the program as reflected in Exhibit "B". Each offender shall be charged a maximum not to exceed the program costs as specified in Exhibit "B" unless it is approved in advance by the Court.
- K. Submit a monthly written report to the Court and the City on the amount of Court fines, costs and restitution court ordered and collected from the offender. The report

shall include the services being provided, the total dollar amount applied to Court ordered fines, restitution, and other conviction related costs. The monthly reports shall be provided to the Court and City by the end of the last working day of each month.

- L. Tender all Court fines, cost and restitution ordered and collected during the month from the offender to the City by the end of the last working day of each month.
- M. Comply with all laws regarding confidentiality of offender records.
- N. Furnish a surety bond or letter of credit in the amount of not less than one hundred thousand dollars (\$100,000) as security for the satisfactory performance of the Contract.
- O. Not attempt to profit from any fines, restitution, or court cost collected from the offenders.

3. Period of Service

The performance of services described in Section 1 of this Contract shall commence on _____ and shall continue until December 31, 1994, at which time the Contract shall expire. Notwithstanding the date of expiration of this Contract, this Contract shall automatically renew for subsequent periods of one year each under the same terms and conditions as provided for herein unless written notice to the contrary is directed to the other party within thirty (30) days prior to the date of expiration or within sixty (60) days after the date of renewal of this

original contract or any one year extension.

4. Deficiencies in Service

In the event the Court or City determines there are deficiencies in the service and work provided by CCC, the Court or City shall notify CCC in writing as to the precise nature of any such deficiencies. Within ten (10) working days of receipt of such notice, CCC shall correct or take reasonable steps to correct the deficiencies complained of, including, if necessary, increasing the work force, equipment or modifying the policies and procedures used by CCC in performing services pursuant to this Contract. If CCC fails to correct the deficiencies within ten (10) working days, the Court or City may declare CCC in default and this Contract shall be declared terminated upon receipt by CCC of notice thereof. The determination of the Court and/or City shall be conclusive as to whether the deficiencies have been corrected.

5. Termination

City may terminate this Agreement if CCC becomes insolvent or files for protection under any chapter of the U.S. Bankruptcy Code. Either party may terminate this Contract for default (other than deficiencies in service) by giving the other party written notice thereof, specifying with particularity each such default. The party in default shall have thirty (30) days after receipt of notice to cure the default. If the party in default fails to cure the default within the thirty (30) day period, the other party may declare the Contract terminated effective upon receipt of notice thereof.

6. Transfer of Operations

In the event CCC defaults by failing to begin service at the time specified or discontinues a material portion of the service provided for by this Contract, City may, at its' election and upon seven (7) working days prior written notice to CCC, take possession of the premises and equipment assigned to CCC as well as all records and other documents generated by CCC in connection with this Contract, and City shall use the same in the performance of the services described herein. CCC agrees to surrender peacefully said premises, assigned equipment and records upon receiving an itemized receipt from City for said items. CCC agrees that in the event it disputes City's right to invoke the provisions of this Section, it will not seek injunctive or other similar relief, but will either negotiate an adjustment of the matter with City or seek, as its remedy, monetary damages in a court of competent jurisdiction.

7. Right to Require Performance

The failure of City at any time to require performance by CCC of any provisions hereof shall in no way affect the right of City thereafter to enforce same. Nor shall waiver by City of any breach of any provision hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

8. Access to Books and Records

City's representatives shall have access, at all reasonable times and upon prior notice to CCC's representative, to all CCC's

books, records, correspondence, instructions, receipts, vouchers, and memoranda of every description (excluding computer software) pertaining to work under the Contract, for the purpose of conducting a complete independent fiscal audit for any fiscal audit for any fiscal year or calendar year within the last two years.

9. Insurance

CCC shall provide and maintain during the life of this Contract, worker's compensation insurance and general liability with the following limits of liability:

General Liability	\$1,000,000
Professional Liability	\$1,000,000
Workmans' Compensation	Legal Requirement
Agent	Piedmont Insurance Associates
	2119 Pace Street
	Covington, GA 30209
	(404) 786-0405

A copy of the subject insurance policy shall be furnished to the City and the insurance company chosen by CCC shall be acceptable to the City which shall act reasonably in regards to such acceptance.

10. Indemnification/Hold Harmless

With regard to the work to be performed by CCC, the Court or the City shall not be liable to CCC, nor to anyone who may claim a right resulting from any relationship with CCC, for any act or omission of CCC, its' employees, agents or participants in the performance of services conducted for the City. In addition, CCC agrees to indemnify the Court and the City, their employees, agents or participants and to hold them harmless from any and all claims,

actions, proceedings, expenses, damages, liabilities, or losses (including, but not limited to attorney's fees and court cost) arising out of or in any way connected with the services performed by CCC.

11. Assignment

The duties and obligations assumed by CCC are professional services unique to CCC and are therefore not transferable or assignable without prior consent of the Court and City. Consent, however, shall not be unreasonably withheld.

12. Validity

This Contract shall not be binding on any successor to the undersigned Official of City or the Court. The provisions enumerated in this Contract shall be deemed valid in so far as they do not violate any county, state, or federal laws.

13. Notice

Any notice provided for in this Contract shall be in writing and served by personal delivery or by registered or certified mail addressed to:

CITY OF SUGAR HILL, GEORGIA
ATTN: Mayor
4988 West Broad Street
Sugar Hill, Georgia 30518

COMMUNITY CORRECTIONS CORPORATION
P.O. Box 81308
Conyers, Georgia 30208sugar hill

14. Financial Obligation

This Contract does not provide for any financial obligation from the City of Sugar Hill to Community Corrections Corporation.

15. Entire Agreement

This Contract, including all exhibits attached hereto and incorporated herein by their reference, constitutes the entire understanding and agreement between the parties hereto and supersedes any and all agreements, whether written or oral, that may exist between the parties regarding the same. No representations, inducements, promises, or agreements between the parties not embodied herein shall be of any force and effect. No amendment or modification to this Contract or any waiver of any provision hereof shall be effective unless in writing and signed by all parties hereto.

16. Rules and Regulations for Contracts or Agreements for Probation Services

1. Any private entity providing services for the supervision of misdemeanor probationers must contract with the county in which the services are to be rendered. Terms of the contract shall state, but are not limited to:
 - (a) The extent of the services to be rendered by the entity providing supervision or rehabilitation.
(See Exhibit "B" of the Contract)
 - (b) Staff qualifications and criminal record checks of staff in accordance with the rules and regulations established by the City Probation Advisory Council.

All Staff meets statutory requirements of Title 42 Probation Law governing state probation officers.
 - (c) Staff levels:

Caseloads will not exceed 225-250 per officer.
 - (d) Policies and procedures for the training of staff.
(See Probation Officer Training Policies and Procedures - Attachment I)
 - (e) Bonding of staff and liability insurance coverage.
(See Section 2N and Section 10 of the Contract)

- (f) Standards of supervision, including frequency and type of contracts.
(See Standards for Supervision - Attachment III)
- (g) Procedures for handling the collection of all court ordered fines, fees and restitution.
(See Section 2K and 2L of the Contract)
- (h) Procedures for handling indigent offenders which insure placement irrespective of ability to pay.

If the court suspends the court costs, CCC will suspend its program costs.
- (i) Circumstances under which revocation of an offender's probation may be recommended.
(See Violation of Probation - Attachment III)
- (j) Reporting and record keeping requirements.
(See Section 2F of the Contract)
- (k) Default and contract termination procedures.
(See Section 4, 5 and 6 of the Contract)

In addition, the entity shall supply the Chief Judge's office at least quarterly a report summarizing the number of offenders supervised by the private entity, payment of the required contribution under supervision or rehabilitation, and the number of offenders for whom supervision or rehabilitation will be terminated (and the reason for termination). All records of the entity shall be open to inspection upon the request of the county, the court, the State of Georgia Department of Audits, or agents thereof.

2. The private entity providing misdemeanor supervision shall also comply with other applicable provisions of the law.

All CCC staff are expected to be knowledgeable of Title 42 (Probation Law)

ATTACHMENT I

PROBATION OFFICER TRAINING POLICIES AND PROCEDURES:

I. ON THE JOB TRAINING:

A. One-on-one training to orient newly hired probation officers/probation aides to all CCC functions as they relate to the courts and probation services.

B. 16 items reviewed by supervisor/trainer with new probation officer/aide to assure proper exposure and understanding of CCC procedures.

C. On-the-job training completed within 90 days of employment.

II. PRE-SERVICE TRAINING:

A. Completed during first three months of employment

B. Group Lecture, Group Discussion, Video Tape, Pre-Test/Post Test format.

C. Probation Law - Study and Test with 90% pass requirement.

D. Minimum hours - 32-45 class hours, self study and testing.

E. Pre-service education includes orientation to CCC, definitions, standards of supervision, fee collection, assessment tools, case management, safety and security, forms and report writing, warrants and revocations, documentation, probation law, traffic law, and community service.

III. CONTINUING EDUCATION FOR ALL PROBATION OFFICERS - ONGOING THROUGHOUT TENURE

A. Minimum - quarterly 8 hours (32 hours annual)
Subjects include those which assure continuing quality assurance, crises management, personal development, new information concerning probation systems, organizational skills, counseling and supervision skills.

B. 4-8 hours - Attendance at one community corrections program designed for offenders with special emphasis on personal responsibility or substance use education.

C. 5 hours - Programmed instruction and video (working with violence cases.)

IV. SUPERVISOR TRAINING:

Requirements:

A. Successful completion of exam: "What Every Probation Officer Should Know."

B. Completion of 36 hours Management Development Program, Level I - Carl Vinson Institute of Government
Georgia Center for Continuing Education
Continuing Education Credits Received

ATTACHMENT II

STANDARDS FOR THE PERFORMANCE OF PROBATION SUPERVISION

There must be an individualized plan of casework supervision, including the regular contacts on all cases placed under supervision. All available community facilities and resources which can be of assistance in the planning and carrying out of casework treatment should be used in the supervision process.

In addition, there are basic elements in supervision of probation cases.

I. Conditions of Probation

- A. The probation officer should, in every case, make certain that the probationer understands what is required of him/her, his/her responsibilities and possible consequences of violation of conditions as set forth in the court order.
- B. The probation officer should be certain that the client signs the court order and/or pay record, thus providing documentation that all terms were explained and understood by the client.
- C. The probation officer should insure that the probationer has in his/her possession a copy of the written terms of probation as well as a copy of the court order, and "Pay Record."

II. Orientation of Probationers

There should be an interpretation of the probation officer's position and responsibilities and an explanation of the services, limitation and values of probation and an interpretation of the probationer's status in relationship to the court and community.

III. Individual Case Service.

- A. The probation officer should apply and extend the fact finding and evaluation process into the supervision phase of probation.
- B. The probation officer should render casework service, through referral to provide counseling with the probationer and his/her family in connection with the probationer's physical and mental health, family relationship, employment and economic situation.
- C. The probation officer should record and report on the status of each case and on the services rendered and should document all changes in status by timely chronological or incident entries in the case file.

- D. Court ordered treatment goals should be established and progress or lack of such should be recorded in each case.

IV. Reporting and Standards for Contacts.

- A. The frequency, location and mode of reporting should be based on the individual case needs, the level of supervision and the clients demonstrated compliance. The minimum standards for contacts are weekly for two months, biweekly for two months and monthly for balance of probation. Exceptions must require documentation.
- B. For out of state and unsupervised cases, the probation officer should arrange with the probationer to submit a monthly mail-in report regarding his/her place of residence, place and extent of employment, and the probationer's income and expenses.

V. Violation and Modification

- A. The probation officer should report through an oral or delinquent report all applicable infractions of court orders to the court.
- B. The probation officer must refer to the court matters in which modifications of the court order or revocation of probation are indicated.

VI. Termination

The probation officer may seek from the court early termination of probation in cases where the probationer's conduct or the circumstances warrant such action and where further probationary services are no longer deemed necessary.

VII. Minimum Time on Probation

A probationer should serve no less than three months before being terminated unless court specifies otherwise.

ATTACHMENT III

VIOLATION OF PROBATION

AUTHORITY: Court Policy

FORMS: Warrant; Petition to Revoke Probation; Suspension

PURPOSE: To deal with alleged violations of probation

PROCEDURES: When a probationer appears to have violated his probation, one of the following procedures shall be followed.

A probationer need not be returned to court for every minor technical violation. However, these should never be ignored. Records of all minor violations and their resolution should be maintained and be available for future reference. A technical violation of probation involves the probationer failing to abide by the terms and conditions of his probation, such as failing to report, failing to pay on established schedule, or failing to perform community service.

A subsequent arrest is NOT a technical violation; it is a new violation of the law. These are normally considered a major violation. These should be investigated promptly and thoroughly, and documented. Such investigation may include obtaining police reports, copies of statement from victims and/or witnesses, a statement of explanation from the probationer, and a certified copy of the alleged violation.

IN NO INSTANCE SHALL ANY NEW VIOLATION OF THE LAW BE IGNORED.

IN WITNESS WHEREOF, the parties have hereunto set their hands
and affixed their seals on the day and year first above written.

MUNICIPAL COURT OF THE CITY OF
SUGAR HILL

By: _____ [SEAL]
Chief Judge

ATTEST:

By: _____
City Clerk

COMMUNITY CORRECTIONS CORPORATION

By: _____ [SEAL]
Richard E. Longfellow, Ph.D.
President

ATTEST:

By: _____ sugar hill

APPROVED BY CITY OF SUGAR HILL, GA

By: _____
Mayor

ATTEST:

By: _____
City Clerk

FIRST REQUEST FOR SPEED HUMP ON FOREST GREEN DRIVE:

May 5, 1994

There are a total of twenty-seven residents, residing on Forest Green Dr.

We had twenty-two responses, there were fourteen YES Responses and eight NO responses. That is approximately 63%.

We need at least 70%, YES responses for the Speed Hump to be considered.

At this time, we did not have a Speed Hump Manual nor had we talked to Mr. Vince Edward's of the D.O.T.

Interim City Manager, Steve Higgins and Acting City Manager, Beth Walker came up with the one-time charge of five-dollars which is far below what it would cost for the Speed Hump, and the maintainance.

SECOND REQUEST FOR A SPEED HUMP ON FOREST GREEN DRIVE:

Date: August 29, 1994

Subject: Speed Hump (Forest Green Drive)

There are a total of twenty-seven Residents, residing on Forest Green Dr.

There were six responded YES, and fourteen that responded NO. Seven Residents did not respond, so that means approximately 33 % were in favor of the speed hump.

There has to be at least 70%, YES responses for the Speed Hump to be considered.

There would be a twelve dollar charge added to their Sugar Hill Taxes Annually, which will be a permanent charge for the cost and maintainance for the Speed Hump. The life of asphalt is seven years. So the Asphalt will have to be replaced every seven years, and that means the Speed Hump would have to be replaced too.

The above information was given to me by Mr. Vince Edwards, D.O.T., Lawrenceville Office, 822-7474. He is in charge of the Speed/Hump program in Gwinnett County.

SPEED HUMP REQUEST FOR SUGAR CREEK DRIVE:

On August 8, 1994 during the second Citizen's Comment time, Resident Kevin Smith requested Speed Humps on Sugar Creek Drive to prevent the drag racing, because of the danger it presented for the neighborhood and especially the children.

On August 10, 1994: City Manager Warren Nevad, and City Marshall Chris Robinson, went to Kevin's home and discussed the speeding problem, and speed humps. We told Mr. Smith he would have to convince his neighbors to get the speed hump approved.

We mailed out the request forms to every resident on Sugar Creek Drive. There are thirty-eight homes on Sugar Creek Dr.

We received thirty-one responses from the residents. There were twenty YES responses and eleven NO responses that is approximately 65%. We need at least 70% YES responses to consider the speed hump.

We mailed Kevin a Speed Hump Manual on August 10, 1994, he lost it and requested another Manual, we mailed another manual on August 24, 1994. We kept him informed on the responses.

Our City Manager, Warren Nevad went to Gwinnett Place Mall and made pictures of a speed hump, we mailed that to Kevin.

We talked to him on the telephone several times keeping him informed and getting him information. We worked with him every way possible.

Later he decided they did not want the Speed Hump because of the \$12.00 dollars a year added to the City Taxes, permanently, for the Speed Hump and the Maintenance.

THOMPSON & SWEENEY, P.C.
Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
MELANIE D. WILLIAMS
PAUL E. ANDREW
JORGIA C. NORTHRUP

Longleaf Commons
690 Longleaf Drive, Lawrenceville, GA 30245
Telephone: 404/963-1997
Telephone Copier: 404/822-2913

Mailing Address
P.O. Drawer 1250
Lawrenceville, Georgia 30246

September 7, 1994

Ms. Betty Garbutt
Clerk
City of Sugar Hill
4988 West Broad Street
Sugar Hill, GA 30518

RE: Review of Proposed Contract with Community Corrections Corporation

Dear Betty:

Enclosed are the following documents in connection with the above-referenced item:

1. Resolution to be approved by the Mayor and Council authorizing the Municipal Judge to enter into the contract with Community Corrections Corporation.
2. A memo briefly explaining my revisions to the contract.
3. The revised contract with Community Corrections Corporation.

If you have any questions regarding these matters, please contact me at your convenience.

Sincerely,

THOMPSON & SWEENEY, P.C.



V. Lee Thompson, Jr.

VLT/pbd

*Master - Harbor
2nd - District
Vote - 4-0*

M E M O:

TO: Warren Nevad and the Mayor and Council

FROM: Ken Crowe

DATE: August 30, 1994

RE: MEETING ON 8-30-94 WITH HERB FELDMAN (GWINNETT COUNTY PUBLIC UTILITIES) TO DISCUSS WATER SUPPLY FOR SUGAR HILL ELEMENTARY SCHOOL.

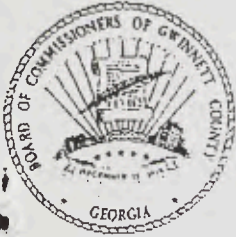
In attendance: Herb Feldman, Warren Nevad, Ken Crowe, Billy Hutchins, and Scott Payne.

Mr. Feldman stated that Gwinnett County has a 12" transmission line planned from Highway 20 to Highway 120 in Duluth as part of its long range plan to complete a loop in this pressure region.

Mr. Feldman stated that Gwinnett County is willing to install a portion of that line at this time and service the school project off this section. He is in agreement that this is City service area as per contract, and that the County will require written permission from the City to serve the school site. No other sites can or will be serviced without written permission from the City.

Mr. Feldman is forwarding a letter to the City that will address the above mentioned stipulations.

— GWINNETT COUNTY —
Department of Public Utilities
(404) 822-7171



COPY

August 31, 1994

Warren P. Nevad
City Manager
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia

Dear Warren:

Thank you for meeting with me to discuss a possible request for Gwinnett County to serve the North Gwinnett Elementary School. This is to address your concern regarding service to future customers along Peachtree Industrial Boulevard.

Our Agreement provides that the City of Sugarhill serve customers within the limits shown on the attached map. Please note that the 12" transmission main that the County would be installing to serve the school would lie entirely within Sugar Hill's service area. As such, Gwinnett County has no authority and will not serve any customers within that boundary except as provided by the Agreement, i.e. only if Sugarhill is unable or unwilling to serve the customer. We would plan to later extend the 12" main to serve customers in the Gwinnett service area further south along Peachtree Industrial Boulevard.

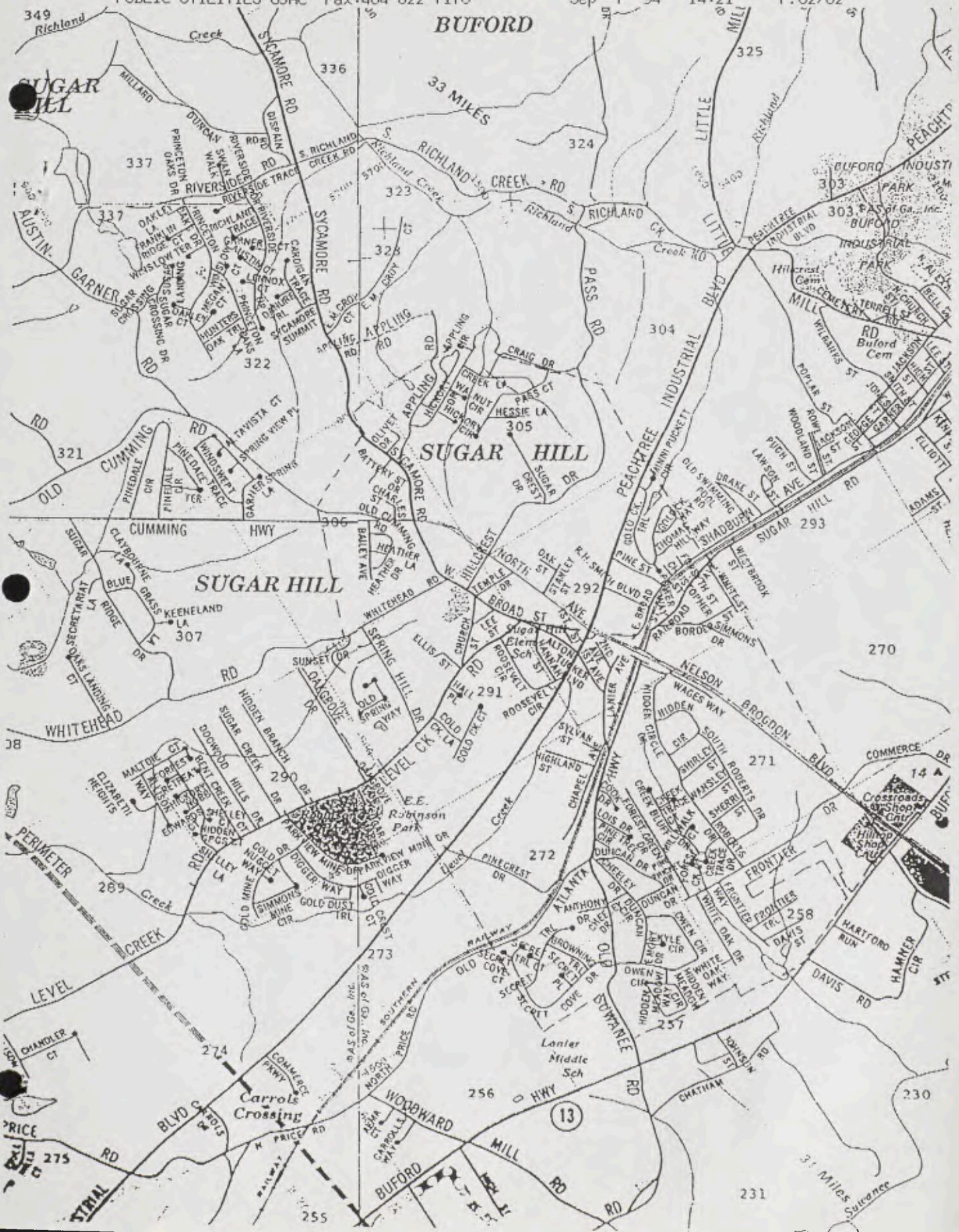
I hope this confirms that Gwinnett County has and will continue to serve customers in the Sugarhill area only in accordance with our Agreement with Sugarhill. Based upon our discussions, we are assuming that Sugarhill will respond in kind.

Good luck in your new position. Please contact me if I may be of further service.

Yours Very Truly,

Herb Feldman
Herb Feldman, P. E.
Director

c: Wayne Hill
Bill Northquest



BUFORD

33 MILES

SUGAR HILL

SUGAR HILL

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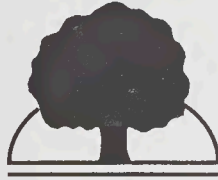
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31 Miles



CITY OF SUGAR HILL

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

09/01/94

SCHOOL WATER PROJECT:

1000 Students X 25 gal. each per day = 25,000 gal. per day
X 22 School days per month = 550,000 gal. per mo.

\$6.48 for 1st 1000 gal.
\$2.75 for each 1000 gal. thereafter
\$2.15 for each 1000 gal. purchased from County

Based on 550,000 gal. water usage per month


1st. 1000 gal. =	\$6.48	
549 X \$2.75 =	\$1509.75	

Total bill per mo.	\$1516.23	
Water Cost from County	\$1182.50	(\$2.15 per 1000)

Total Profit per month	\$ 333.73	

The City of Sugar Hill will profit \$15.17 per day of School.

Scott Payne

Scott Payne ^{Utility}
Asst. Supervisor  Dept.

ORDINANCE
94-01-AMEND

AN ORDINANCE TO REVISE THE BUDGET FOR THE CITY OF SUGAR HILL, GEORGIA, FOR THE CALENDAR YEAR 1994.

The Council of the City of Sugar Hill, Georgia, hereby ordains that the Budget Revisions presented to it by City Manager Warren Nevad, a copy which is attached hereto and made a part hereof by reference, is hereby approved for the calendar year 1994.

*Matson
Bailey
J. H. Hawks
V. H. 4-D*

_____ Councilmember

_____ Councilmember

_____ Councilmember

_____ Councilmember

_____ Councilmember

Presented to Mayor _____

Received from Mayor _____

Approved by the Mayor:

Attest:

City Clerk

City of Sugar Hill 1994 Budget Revisions- September 12th Meeting

ITEM#	Description	Annual Budget	Revised Amt.	Savings
Administration				
41000	Group Insurance	46,200	37,700	8,500
	Total Administration	46,200	37,700	8,500
Inspection				
58200	Computer Equip. & Sftwr	1,000	0	1,000
58300	Training & Travel	1,000	500	500
	Total Inspection	2,000	500	1,500
Gas				
40100	Salaries & Wages	146,920	136,920	10,000
	Total Gas	146,920	136,920	10,000
Street				
42300	Equipment Rental	2,000	1,000	1,000
43150	Drainage Control	3,000	2,000	1,000
43200	Storm Water Program	5,000	0	5,000
	Total Street	10,000	3,000	7,000
Golf				
40100	Salaries	275,650	267,650	8,000
43300	Water	20,000	10,000	10,000
44100	Advertising	15,000	10,000	5,000
44500	Equipment Purchase	32,000	26,600	5,400
**46400	Sod	55,000	40,000	15,000
	Total Golf	397,650	354,250	43,400
Water				
42200	Water Meter Purchases	4,500	2,890	1,610
42400	Backflow Prevention	2,500	1,500	1,000
44500	Equipment Purchase	4,500	1,500	3,000
44700	Equipment Repair	6,000	3,500	2,500
45000	Pipe & Fittings	12,500	10,895	1,605
	Total Water	30,000	20,285	9,715

ITEM#	Description	Annual Budget	Revised Amt.	Savings
Sewer				
41100	Uniforms	200	100	100
42200	Equipment Purchases	1,800	1,600	200
42400	Equipment Rep./Maint.	2,000	1,250	750
42500	Chemicals	2,000	1,000	1,000
42600	Pipe Fitting	1,500	500	1,000
42700	Supplies	5,000	3,000	2,000
42900	Infiltration Supplies	2,500	1,500	1,000
43000	Sewer Line Rep./Maint.	1,500	500	1,000
56500	Miscellaneous	200	200	0
Total Sewer		16,700	9,650	7,050
Lift Station Expenses				
50100	North Ave. w/gen.	1,200	800	400
50200	Old Suwannee Rd.	5,000	2,500	2,500
50300	North Ave. w/o gen.	400	300	100
51400	N. Gwinnett Townhouses	8,500	7,000	1,500
52200	The Springs	1,250	750	500
52300	The Oaks	3,000	1500	1,500
52400	Whitehead Rd.	3,000	2500	500
52500	Suwanee Dam Rd.	12,000	6000	6,000
53000	Flowmeter Davis Rd.	1,000	700	300
54100	Liftstation Alarm System	3,500	2500	1,000
Total Lift Station Exp.		38,850	24,550	14,300
Treatment Plant Expenses				
60300	Electricity	132,000	82,000	50,000
60500	Natural Gas	600	0	600
61100	Well Exams	20,000	2,000	18,000
61300	Sludge Handling	4,050	2,050	2,000
Total Trtmnt Plnt Exp.		156,650	86,050	70,600
Sanitation				
44500	Subsidy	30,637	3,855	26,782
Totals		875,607	676,760	198,847
Sod was originally budgeted at \$5,000. However, this was amended to \$55,000. This change was not incorporated in the latest Budget comparison sheet. For comparison purposes, staff has adjusted from \$55,000 to illustrate savings of \$15,000.				

RESOLUTION NO: 09-94 BEER

**RESOLUTION TO AMEND 1994 BUDGET FOR
BEER AND WINE SALES AT THE
CITY OF SUGAR HILL GOLF COURSE**

WHEREAS, the City of Sugar Hill Golf Course has acquired a State License to sell beer and wine at the Golf Course; and

WHEREAS, the initial stocking fee is estimated to be approximately three thousand dollars (\$3,000.00); and

WHEREAS, there is no way to know what revenues and expenses to anticipate or estimate for the remainder of the 1994 budget year, but optimistically anticipate the revenues to be more than the expenses.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Sugar Hill that the 1994 Budget be amended to include the following items.

7-0-31000	Beer and Wine Sales	(Revenues)
7-0-42500	Beer and Wine Purchases	(Expenses)

This _____ day of September, 1994.

ATTEST:

Clerk

Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Received by the Mayor: _____

Returned by the Mayor: _____

M E M O :

TO: Mayor & Council
FROM: Ken Crowe *KC*
RE: HIGH PRESSURE GAS SYSTEM IMPROVEMENTS
DATE: September 9, 1994

Please find attached an estimate from Welker & Associates regarding cost for the proposed improvements to our Gas System.

As you can see from the breakdown the City would furnish pipe only for the project with the Contractor to furnish all fitting, valves etc. included in his bid.

The cost estimate from Welker & Associates is in excess of our budgeted monies by \$80,000±.

I have been in contact with Aurthur Corbin of the Municipal Gas Authority of Georgia in regards to short term financing by the Authority.

I have also had conversations with pipe suppliers regarding invoice dates being pushed back to 95 so that they would fall under the 95 budget. We are limited in our pipe suppliers for this project due to pipe specifications.

We also can reduce our cost by eliminating the proposed telemetering station at the City Gate. As you can see from the letter from Welker this would reduce our cost by \$6,000 to \$8,000. However, in the overall cost of the project this would only be a 3-4% savings, and this is something that would still want to add later.

If you choose to move forward with this project we are not going to bid until all permits are in hand.



WELKER & ASSOCIATES, INC.

Engineers

P. O. BOX 937 404/422-1902

MARIETTA, GEORGIA 30061

August 11, 1994

Mr. Ken Crowe, Director of Utilities & Development
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Re: Natural Gas System Improvements
West Price Road Pressure Improvement
Welker Project No.: 94-205

*Stouder
Add: auto mill rate &
SF Paul's
H-O
Services*

Dear Mr. Crowe:

Attached is a detailed estimate in the total amount of \$230,531.50 including engineering fees as previously agreed. Periodic inspection is included in the engineering fees, however, if full-time inspection is requested, it may be provided at an agreed upon hourly rate plus expenses.

Also attached is a set of preliminary plans and specifications for this project for your review. Final plans will be forwarded following your review of the preliminary plans. We are presently completing the highway permit applications and they will be forwarded to you shortly.

If you have any questions, please do not hesitate to call.

Sincerely,

WELKER AND ASSOCIATES, INC.

Bobby Ellis, Vice President

BE/BSF/bsf

Attachments

cc: Mr. Warren P. Nevad, City Manager

CITY OF SUGAR HILL, GEORGIA
 NATURAL GAS SYSTEM IMPROVEMENTS
 WEST PRICE ROAD PRESSURE IMPROVEMENT
ENGINEER'S ESTIMATE

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>EST. QTY.</u>	<u>UNIT</u>	<u>*ESTIMATED UNIT PRICE</u>	<u>ESTIMATED TOTAL AMOUNT</u>
1.	6-5/8" O.D.-.219" W.T., C.&W. ERW X42 STEEL LINE PIPE **(INSTALLATION & LABOR ONLY)	3,800	L.F.	\$4.50	\$17,100.00
2.	4-1/2" O.D.-.188" W.T., C.&W. ERW X42 STEEL LINE PIPE **(INSTALLATION & LABOR ONLY)	8,590	L.F.	\$4.00	\$34,360.00
3.	8-5/8" O.D.-.250" W.T., C.&W. STEEL CASING PIPE (BORED)	100	EA.	\$60.00	\$6,000.00
4.	METERING STATION	1	L.S.	\$40,000.00	\$40,000.00
5.	4" STOPPER FITTING W/OUTLET, 740# W.P.	1	EA.	\$4,000.00	\$4,000.00
6.	3" STOPPER FITTING W/OUTLET, 740# W.P.	1	EA.	\$3,500.00	\$3,500.00

CITY OF SUGAR HILL, GEORGIA
 NATURAL GAS SYSTEM IMPROVEMENTS
 WEST PRICE ROAD PRESSURE IMPROVEMENT
ENGINEER'S ESTIMATE

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>EST. QTY.</u>	<u>UNIT</u>	<u>*ESTIMATED UNIT PRICE</u>	<u>ESTIMATED TOTAL AMOUNT</u>
7.	2" STOPPER FITTING W/OUTLET, 740# W.P.	1	EA.	\$2,500.00	\$2,500.00
8.	6" LINE VALVE ASSEMBLY, 740# W.P.	3	EA.	\$2,750.00	\$8,250.00
9.	4" LINE VALVE ASSEMBLY, 740# W.P.	8	EA.	\$2,000.00	\$16,000.00
10.	VALVE MARKER	7	EA.	\$125.00	\$875.00
11.	CATHODIC PROTECTION TEST- BOND STATION	1	EA.	\$200.00	\$200.00
12.	CATHODIC PROTECTION TEST STATION	2	EA.	\$150.00	\$300.00

CITY OF SUGAR HILL, GEORGIA
 NATURAL GAS SYSTEM IMPROVEMENTS
 WEST PRICE ROAD PRESSURE IMPROVEMENT
ENGINEER'S ESTIMATE

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>EST. QTY.</u>	<u>UNIT</u>	<u>*ESTIMATED UNIT PRICE</u>	<u>ESTIMATED TOTAL AMOUNT</u>
13.	6" BORE	485	L.F.	\$25.00	\$12,125.00
14.	4" BORE	360	L.F.	\$15.00	\$5,400.00
15.	GRASSING	16,500	S.Y.	\$0.50	\$8,250.00
16.	SOLID ROCK EXCAVATION	200	C.Y.	\$50.00	\$10,000.00
17.	GRAVEL DRIVEWAYS REMOVED AND REPLACED	150	S.Y.	\$20.00	<u>\$3,000.00</u>
ESTIMATED CONSTRUCTION COST					\$171,860.00

*ESTIMATED UNIT PRICES ARE BASED ON UNIT PRICE BIDS RECEIVED FOR PAST PROJECTS OF SIMILAR CONSTRUCTION.

**THE LINE PIPE WILL BE PROVIDED BY THE CITY AND IS NOT INCLUDED IN THE ESTIMATED CONSTRUCTION COST.

CITY OF SUGAR HILL, GEORGIA
 NATURAL GAS SYSTEM IMPROVEMENTS
 WEST PRICE ROAD PRESSURE IMPROVEMENT
ENGINEER'S ESTIMATE

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>EST. QTY.</u>	<u>UNIT</u>	<u>*ESTIMATED UNIT PRICE</u>	<u>ESTIMATED TOTAL AMOUNT</u>
1.	6-5/8" O.D.-.219" W.T., C.&W. ERW X42 STEEL LINE PIPE (MATERIAL ONLY-PROVIDED BY THE CITY)	3,800	L.F.	\$5.05	\$19,190.00
2.	4-1/2" O.D.-.188" W.T., C.&W. ERW X42 STEEL LINE PIPE (MATERIAL ONLY-PROVIDED BY THE CITY)	8,590	L.F.	\$2.85	<u>\$24,481.50</u>
ESTIMATED MATERIAL COST					\$43,671.50

*ESTIMATED UNIT PRICES ARE BASED ON THE ACTUAL COST OF STEEL LINE PIPE AS OF THE DATE OF THIS ESTIMATE AS PROVIDED BY CONSOLIDATED PIPE AND SUPPLY COMPANY, INC., FOB CITY OF SUGAR HILL.

CITY OF SUGAR HILL, GEORGIA
NATURAL GAS SYSTEM IMPROVEMENTS
WEST PRICE ROAD PRESSURE IMPROVEMENT
ESTIMATE SUMMARY

<u>DESCRIPTION</u>	<u>ESTIMATED TOTAL AMOUNT</u>
ESTIMATED CONSTRUCTION COST	\$171,860.00
ESTIMATED MATERIAL COST	\$43,671.50
*ENGINEERING FEES (NOT TO EXCEED)	<u>\$15,000.00</u>
ESTIMATED TOTAL PROJECT COST	\$230,531.50

*PURSUANT TO SECTION 3 OF THE ENGINEERING AGREEMENT.

**WELKER & ASSOCIATES, INC.***Engineers*

P. O. BOX 937 — 404/422-1902

MARIETTA, GEORGIA 30061

September 6, 1994

Mr. Ken Crowe, Utility Superintendent
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Re: Metering Station
Transco Take Point
Project No. 94-205

Dear Ken:

The deletion of the telemetering for the proposed metering station at the Transco take point would reduce the estimated cost of the metering station by \$6,000 - \$8,000. The telemetering could then be added at a later date.

If you have any questions regarding this matter, please do not hesitate to call.

Sincerely,

Bobby Ellis, Vice President

WELKER & ASSOCIATES, INC.

P. O. BOX 937

MARIETTA, GEORGIA 30061

TELECOPIER COVER SHEET

To: CITY OF SUGAR HILL

Name: KEN CROWE

Telecopier Number: 945-0281

From: WELKER & ASSOCIATES, INC.

Name: BOBBY ELLIS

Date Transmitted: 09/06/94 Time: 1:50 PM

Number of Pages (Including Cover Page) TWO (2)

Telephone Number: 404/422-1902

Telecopier Number: 404/426-5316

Message: _____

**WELKER & ASSOCIATES, INC.***Engineers*

P. O. BOX 937 _____ 404/422-1902

MARIETTA, GEORGIA 30061

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If you have any questions regarding this matter, please do not hesitate to call.

Sincerely,

Bobby Ellis, Vice President



**MUNICIPAL GAS
AUTHORITY OF GEORGIA**

Telecopier Cover Sheet

TO: Ken Crowe

Telecopier Number: 404 - 945 - 0281

FROM: Rick McCullough

Telecopier Number: (404) 425-6874

Date: 9/8/94 Time: 4:55

Number of Pages (including Cover Page) 3

Note:



**MUNICIPAL GAS
AUTHORITY OF GEORGIA**

via facsimile 404/945-0281

September 8, 1994

Mr. Ken Crowe
Director of Utilities
City of Sugar Hill
4988 W. Broad Street
Sugar Hill, Georgia 30518

Dear Ken:

Arthur Corbin mentioned to me that your city might be interested in working with us on a small financing project for the expansion of your gas distribution system. Our enabling legislation allows us to provide that kind of assistance to Georgia member cities and we are presently working with 5-6 of our members on various financing projects. We would be happy to discuss the assistance we could possibly provide your city.

We have already completed two smaller financings for cities (less than \$1 million) and both of these transactions were structured as leases between us and the city (cities). We then assign our lease rights to a commercial bank in exchange for a lump sum payment to fund the project. In both cases, the cities borrowed the money before construction, handled all construction management, made draws directly against the construction fund, etc. The City of Perry approved the financing of expenditures at the beginning of the project, a new IRS requirement, and chose to be reimbursed for these expenses when they closed on the lease at the end of construction.

The Gas Authority serves as a financial intermediary in these transactions. We assume no responsibilities for repayment of the lease. We only assign our lease rights (i.e., your obligation to pay us) to the bank. Therefore, it is not treated as debt on our books and does not impact our credit. The city actually makes all the lease payments directly to the bank.

The lease should be viewed by the bank as a bank qualified investment (i.e., you should get a tax exempt type rate) if your city has not issued more than \$10,000,000 of debt during the calendar year of the lease transaction. You will generally get a lower rate if you make both a system revenue and a general obligation pledge (the same as in your Gas Authority contracts) to secure the lease. However, this is up to you.

Mr. Ken Crowe
September 8, 1994
Page Two

We can assist you with the bank arrangements or work with someone at a local bank that you already deal with. Our legal counsel can draft the necessary legal documents, which are pretty standard, and work with you and your city attorney to close the transaction.

I hope this gives some idea of the nature of the assistance we can provide your city. If you have any questions or would like to discuss your project financing needs further, please don't hesitate to give me a call.

Sincerely,



Richard W. McCullough
Executive Vice President and
Chief Financial Officer

RWM:gd

MEMORANDUM

Date: September 7, 1994
To: Mayor and Council
From: Donna Zinskie - Collection System Supervisor
Re: Hillcrest Interceptor Sewer Line Extension

In April of this year, Contract Change Order #4 was approved (see enclosed). Since that time Mr. Crowe and I have been approached by at least three different parties interested in purchasing three of the parcels; on which the proposed sewer line will be installed; for the development of a subdivision.

This change order was initially recommended due to the continual operation and maintenance problems, as well as citizen's complaints about odor problems. This station is approximately twenty years old and will require some much needed repairs to stay in operation. I have estimated these repairs at \$6000.00. We will be using some parts and equipment from the pump stations that were taken off line when the interceptor lines were installed. It will also cost approximately \$1200.00 per year to keep this station on line. The odor problems seem to have been eliminated with the diversion of excessive flow to the new water reclamation facility.

Both Mr. Crowe and I feel that these parcels will eventually be developed as a subdivision and at that time the developer will be required to make the necessary sewer line installations.

I need a recommendation from the Council as whether a "notice to proceed" should be issued to John D. Stephens, Inc.

Stanley
Tahle pender
Jerome J. B...
Mr. Spadler
4-0

Contract Change Order

Account No. 61386

Project: Interceptor Sanitary Sewers

Owner: City of Sugar Hill

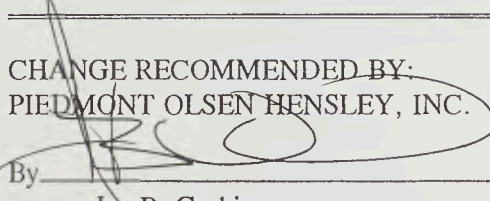
Change Order No. 4	Present Contract Amount	\$2,003,724.68
Change in Contract Time: 45 Calendar Days (from notice to proceed)	Amount of this Change	+\$58,081.70
	Revised Contract Amount	\$2,061,806.38

REVISION DESCRIPTION

See Attached

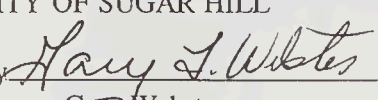
This document shall become an amendment to the Contract and all provisions of the Contract will apply hereto.

CHANGE RECOMMENDED BY:
PIEDMONT OLSEN HENSLEY, INC.

By 
Joe B. Gaskin
Construction Project Manager

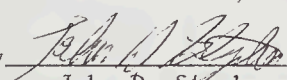
Date 3/28/94

CHANGE APPROVED BY:
CITY OF SUGAR HILL

By 
Gary Webster
Mayor

Date 4-5-94

CHANGE ACCEPTED BY:
JOHN D. STEPHENS, INC.

By 
John D. Stephens

Date March 28, 1994

By _____

Date _____

CITY OF SUGAR HILL

Interceptor Sanitary Sewers
Change Order No. 4

Description of Change

Extend gravity sewer to allow removal of the existing Hillcrest Drive Pump Station.

Reason for Change

Due to equipment operational problems, the Hillcrest Drive Pump Station is a source of continual City maintenance efforts. Extension of the gravity sewer line will eliminate these problems.

Summary of Additional Cost

\$58,081.70 additional cost based on estimated quantities of work items and unit pricing as originally bid.

Summary of Additional Time

An additional 45 calendar days is requested to complete this work from issuance of the notice to proceed.

ATTACHMENT A

CONSTRUCTION COST FOR 8" GRAVITY SEWER
TO REMOVE HILLCREST PUMP STATION

(REF. DRAWING NO. 880137.04-RC-7.0)

ITEM	DESCRIPTION	UNITS	EST. NO. OF UNITS	UNIT COST	TOTAL EST. COST
SCHEDULE II - RICHLAND CREEK BASIN					
1.	8-inch Sewer 0'-6'	L.F.	434	^{21.35} 38 ⁷⁵	16,817 ⁵⁰
2.	8-inch Sewer 6'-8'	L.F.	368	^{21.75} 39 ¹⁵	14,407 ²⁰
3.	8-inch Sewer 8'-10'	L.F.	60	^{22.55} 39 ⁹⁵	2,397 ⁰⁰
4.	8-inch Sewer 10'-12'	L.F.	86	^{23.80} 41 ²⁰	3,543 ²⁰
27.	8-inch DIPS Sewer	L.F.	360	✓ (4) 5 ⁰⁰	1,800 ⁰⁰
30.	Transition Collar	EA.	6	✓ 50 ⁰⁰	300 ⁰⁰
32.	Std.MH-4'dia.w/bolt-down cover	EA.	4	✓ 215 ⁰⁰	860 ⁰⁰
33.	Std.MH - 4' diameter	V.F.	32	✓ 101 ⁰⁰	3,232 ⁰⁰
35.	Manhole over existing sewer	EA.	1	✓ 1,200 ⁰⁰	1,200 ⁰⁰
38.	Silt Fence	L.F.	1000	✓ 1 ⁰⁰	1,000 ⁰⁰
39.	Grassing	AC.	0.90	✓ 500 ⁰⁰	450 ⁰⁰
40.	Pavement Patch	L.F.	20	✓ 14 ⁰⁰	280 ⁰⁰
41.	Tie-in to Existing Manhole	EA.	1	✓ 1,200 ⁰⁰	1,200 ⁰⁰
42.	Televise Gravity Sewer	L.F.	948	✓ 0 ¹⁰	94 ⁸⁰
44.	Rem. Hillcrest P.S., Complete	L.S.	1	⁷⁵⁰⁰ 10,000 ⁰⁰	10,000 ⁰⁰
45.	Fill over Sewer Line (including haul)	C.Y.	100	5 ⁰⁰	500 ⁰⁰
TOTAL COST -					58,081 ⁷⁰

NOTE: CLASS B BEDDING IS INCLUDED IN COST OF PIPE.

This figure does not
include securing
basements - DJ

PROPOSAL TO THE MAYOR AND COUNCIL:

I WOULD LIKE TO PROPOSE TO THE MAYOR AND COUNCIL THAT THERE BE
ONE FREE PICK-UP OF TRASH PER WEEK.

AND A \$5.00 SERVICE CHARGE FOR TRASH PICK-UP, THEREAFTER.

Danny Pugh

Water Stanley -
2nd 1 Barber
3 Vets 3-1

POLICIES AND PROCEDURES OF LIMBS/BRUSH/LEAVES/GRASS CLIPPINGS:

- 1) TRASH WILL BE PICKED UP ON MONDAY AND TUESDAY ONLY. ✓
- 2) LIMBS WILL BE CHIPPED ON WEDNESDAY.
- 3) LIMBS MUST BE NO LARGER THAN FOUR INCHES IN DIAMETER AND NO LONGER THAN 4 FT.
- 4) THERE WILL BE ONE (1) PICKUP PER HOME EACH WEEK AT NO CHARGE.
- 5) IF YOU CALL THE CITY FOR AN ADDITIONAL PICKUP PER WEEK, THERE WILL BE A CHARGE OF FIVE DOLLARS FOR EACH ADDITIONAL PICKUP.

GARY WEBSTER MAYOR

WARREN NEVAD CITY MANAGER

DANNY PUGH STREET DEPT.

Stanley mill note
see report Bureau of hydrogeol. Chart
Bailey - argument Slip Chart -
Resource

work session

Public Hearing Bailey
Sat 24th 10:00 AM.
to sit on Millage Rate -
Charles Spindler -
Vote 4-0

Bailey:
work session - Tol next Council meeting
2 - Danes
Vote 4-0

Water Street -
2nd Floor
Vote 3-1

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GARY WEBSTER MAYOR

WARREN NEVAD CITY MANAGER

DANNY PUGH STREET DEPT.

F. see report on
11/10/70 Rec. Based Member

Domin notes
2 - Charles -
Vote: 4-0

2 -
Culoff
Palmer

kept order in replace of
11/25/70 11/12/70

2 - Bailey -

Vote: 2 for

2 for - Domin
Palmer
1 for - Taylor
1 for -
1 for -

APPOINTMENT OF POLL OFFICERS
CITY OF SUGAR HILL SPECIAL ELECTION
SEPTEMBER 20, 1994

Pursuant to the Georgia Municipal Election Code and the Rules of the State Election Board Section 21-3-32, Section 21-3-33, and Section 21-3-282, the governing authority of the City of Sugar Hill shall appoint the following Poll Officers:

Election Manager: Mrs. Michelle Manfredi →
Absentee Ballot Clerk: Ms. Shirley Gibbs
Clerks: Eight (8) in number

*so move that
2 ✓ = Bailey
Vets - 3 for
Chun election*

Sugar Hill Golf Club
 Deposit & Round Breakdown
 August 1994

	TOTAL DEPOSIT	CREDIT CARD	# OF ROUNDS	RES	NON RES	RES SR	NON RES SR.	JR.
Aug. 1								
Aug. 2	2673.81	200.79	94	6	60		26	
Aug. 3								
Aug. 4	3266.85	681.42	111	27	64		19	1
Aug. 5	2222.57	995.92	69	5	64			
Aug. 6	5875.04	2149.2	147	10	137			
Aug. 7	4836.96	1608.58	115	11	104			
Aug. 8								
Aug. 9	2022.76	687.92	69	7	49		10	3
Aug. 10	2403.68	452.54	83	9	64		7	3
Aug. 11	3109.37	525.88	108	29	55	1	22	1
Aug. 12	4616.35	601.37	133	5	125		3	
Aug. 13	4733.21	1748.29	125	17	108			
Aug. 14	6485.21	2034.63	154	8	146			
Aug. 15								
Aug. 16								
Aug. 17	1877.97	403.33	67	6	47		12	2
Aug. 18	2758.81	526.89	94	25	53		16	
Aug. 19	2835.49	342.7	92	7	83	1		1
Aug. 20	5323.45	2374.36	125	8	117			
Aug. 21	3304.72	994.65	79	6	73			
Aug. 22								
Aug. 23								
Aug. 24	3444.48	975.14	118	6	80		32	
Aug. 25	2236.06	508.61	77	16	40		21	
Aug. 26	4077.36	1382.27	129	8	121			
Aug. 27	6452.9	1912.61	150	9	141			
Aug. 28	5081.14	1670.31	122	10	112			
Aug. 29								
Aug. 30	1647.96	316.05	57	4	37		12	4
Aug. 31								
Total	81266.15	23593.46	2318	241	1880	1	180	15
TOTAL YTD	559,377.89	148,955.34	15775	1757	13827	20	1035	36

CLERK'S REPORT
SEPTEMBER 12, 1994

Statements for back taxes on property not on previous digests are being worked on and some have been mailed. Digest for 1994 Taxes has been checked and we will turn the Digest over to TBS for printing by the 30th of September. We need to schedule at least two (2) work sessions for the 1995 Budget so we can set the 1994 Mill Rate by September 26, 1994. Gwinnett County needs this information so the Taxes can be computed on autos and mobile homes.

~~Ordinance Working on Ordinance on Occupational Taxes~~ Jan. 1995
The Council will be receiving a Motion and Vote Register after each Council Meeting so each one will be aware of who made the motions and how the vote was recorded for each motion. If you have any suggestions or questions, please let me know.

I have written an Ordinance concerning the amendments to the 1994 Budget which were discussed at the Budget Work Session, and I have written a Resolution to add Beer and Wine Revenues and Expenditures to the 1994 Budget. You have a copy of these in your packet, and if you approve, they need to be passed at the Council Meeting on Monday, September 12, 1994.

We have had a reorganization of office staff, and everything seems to be working out real well, all employees are cooperating with Warren and me in every situation we feel needs changing. For the most part, I think the City of Sugar Hill has a very dedicated group of employees, and I am very happy to be a part of them.

*William Charles
and Bailey
4-8*

*Burton
Jan*

TO: Mayor & Council Members
FROM: Warren P. Nevad *W*
RE: SEPTEMBER 12, 1994 CITY MANAGER REPORT
DATE: September 7, 1994

**City Manager Report
Month Ending August 1994**

1. EMPLOYEES:

Employees have been very receptive to my new position and it is greatly appreciated. Betty Garbutt and I are continuing with our cross training programs and we are implementing minor front office staff changes. Job audits will result in more defined position classifications and expectations of our employees.

2. CUSTOMER SERVICE:

We are focusing increased attention on this subject. Margaret McEachern is developing new customer service features such as Suggestion Boxes and investigating new software versaterm improvements. We are trying to answer every phone call by the 3rd ring.

3. BUDGET:

We have prepared new budget summaries (ATTACHED). We will present budget realignment reductions for consideration at the September 12, 1994 meeting.

Betty Garbutt, in conjunction with the department heads, is prioritizing capital projects for the 1995 budget.

3. GRANTS:

We applied for a \$87,000 bike path grant application to the State Department of Transportation. The deadline was August 15, 1994. If approved, funding would be available in 1997 with a 20% local match. The council would have to approve the 20% local match should we be awarded the grant.

Danny Pugh is currently preparing a \$10,000 Georgia Department of Community Affairs' application to fund curbside improvements from the entrance of E.E. Robinson Park to the fields. We will keep you advised.

4. RECYCLING:

We are developing work specifications for a community wide recycling project. Included in the program is a centralized recycling center and volunteer curbside pick up. We will keep you advised of our progress. Requests for bids shall be forthcoming.

5. SCHOOL WATER SERVICE:

Scott Payne, Billy Hutchins, Ken Crowe and I met with the County Utilities Director Herb Feldman to discuss this project. Mr. Crowe will present this at the September 12, 1994 Council Meeting for authorization to allow the County to service the new school provided that they will not encroach other future connections within our agreed upon service area. This provision conforms to our 1977 agreement. Further, a \$170,000 capital expenditure does not justify \$12,000 water revenue per year for the City.

6. GAS SYSTEM IMPROVEMENTS:

Ken Crowe will present a proposal for system-wide pressure improvements at the September 12, 1994 Council Meeting. Estimated cost is \$230,000.

7. GOLF COURSE CLUBHOUSE:

Wade Queen is currently working on cost benefit studies to address the feasibility of building a new clubhouse. Please refer to earlier correspondence pertaining to this subject.

8. LOCAL ASSISTANCE ROAD PROGRAM:

We have prioritized streets that require resurfacing in 1995. We are requesting 14,815 feet of road resurfacing which encompasses 9 local streets.

attachments

kbl

b:9-94ctymgr.rep

BUDGET SUMMARY &
PROPOSED 1994 AMENDMENTS

Prepared by: Staff
September 12, 1994

TABLE OF CONTENTS

	PAGE
I. August 1994 Budget Summary by Fund	1
II. August 1994 Summary by Department	2
III. Recap: City Manager Recommended Budget Amendments	3
IV. August 1994 Line Item Revisions	4 - 5
V. Proposed September 12, 1994 Budget	6
VI. September 1994 Budget Summary After Adjustments by Fund.	7
VII. September 1994 Budget Summary by Department	8

BUDSUM.XLS

August 1994 Budget Summary by Fund
66.06% of Fiscal Year

1) Revenue

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	1,024,033	437,447	42.7%	(586,586)
Sanitation	405,158	196,245	48.4%	(208,913)
Gas	2,166,079	1,577,240	72.8%	(588,839)
Water	702,744	437,220	62.2%	(265,524)
Sewer	623,118	338,389	54.3%	(284,729)
Golf	690,343	535,587	77.6%	(154,756)
Total Revenue	5,611,475	3,522,128	62.8%	(2,089,347)

2) Expense

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	1,004,443	736,865	73.4%	(267,578)
Sanitation	381,687	237,750	62.3%	(143,937)
Gas	1,690,744	845,107	50.0%	(845,637)
Water	680,950	440,800	64.7%	(240,150)
Sewer	976,752	733,049	75.0%	(243,703)
Golf	932,573	505,918	54.2%	(426,655)
Total Expense	5,667,149	3,499,489	61.8%	(2,167,660)

3) Net Income

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	19,590	(299,418)	-1528.4%	(319,008)
Sanitation	23,471	(41,505)	-176.8%	(64,976)
Gas	475,335	732,133	154.0%	256,798
Water	21,794	(3,580)	-16.4%	(25,374)
Sewer	(353,634)	(394,660)	111.6%	(41,026)
Golf	(242,230)	29,669	-12.2%	271,899
Net Income	(55,674)	22,638	-40.7%	78,312

4) Summary-

- 1) As of August 31, the City was \$ 78,312 net income over budget.
- 2) The YTD net income for the Gas fund equals \$732,133.
- 3) The YTD aggregate deficits for the Gen. Gov. and Sewer funds are \$694,078
- 4) The Golf Fund experienced a \$ 271,899 excess in budgeted income.

DEPTSUM.XLS

August 1994 Budget Summary by Dept.

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	877,233	317,049	36.1%	(560,184)
Exp.	707,519	554,703	78.4%	(152,816)
Net Income	169,714	(237,654)	-140.0%	(407,368)
2) Inspec.:				
Rev.	74,000	64,864	87.7%	(9,136)
Exp.	60,578	44,717	73.8%	(15,861)
Net Income	13,422	20,147	150.1%	6,725
3) Street:				
Rev.	72,800	55,534	76.3%	(17,266)
Exp.	236,346	137,445	58.2%	(98,901)
Net Income	(163,546)	(81,911)	50.1%	81,635
4) Sanitation:				
Rev.	405,158	196,244	48.4%	(208,914)
Exp.	381,687	237,750	62.3%	(143,937)
Net Income	23,471	(41,506)	-176.8%	(64,977)
5) Gas:				
Rev.	2,166,079	1,577,240	72.8%	(588,839)
Exp.	1,690,744	845,107	50.0%	(845,637)
Net Income	475,335	732,133	154.0%	256,798
6) Water:				
Rev.	702,744	437,220	62.2%	(265,524)
Exp.	680,950	440,800	64.7%	(240,150)
Net Income	21,794	(3,580)	-16.4%	(25,374)
7) Sewer:				
Rev.	623,118	338,389	54.3%	(284,729)
Exp.	976,752	733,049	75.0%	(243,703)
Net Income	(353,634)	(394,660)	111.6%	(41,026)
8) Golf:				
Rev.	690,343	535,587	77.6%	(154,756)
Exp.	932,573	505,918	54.2%	(426,655)
Net Income	(242,230)	29,669	-12.2%	271,899
Total Income	(55,674)	22,638	-40.7%	78,312

Recap: City Manager Recommended Budget Amendments

Description	Budget Savings	% of Total
<i>Administration</i>	\$8,500	4.3%
<i>Inspection</i>	1,500	0.8%
<i>Gas</i>	10,000	5.0%
<i>Street</i>	7,000	3.5%
<i>Golf</i>	43,400	21.8%
<i>Sewer</i>	91,950	46.2%
<i>Water</i>	9,715	4.9%
<i>Sanitation</i>	26,782	13.5%
<i>Total Savings</i>		\$198,847

City of Sugar Hill 1994 Budget Revisions- September 12th Meeting

ITEM#	Description	Annual Budget	Revised Amt.	Savings
Administration				
41000	Group Insurance	46,200	37,700	8,500
	Total Administration	46,200	37,700	8,500
Inspection				
58200	Computer Equip. & Sftwr	1,000	0	1,000
58300	Training & Travel	1,000	500	500
	Total Inspection	2,000	500	1,500
Gas				
40100	Salaries & Wages	146,920	136,920	10,000
	Total Gas	146,920	136,920	10,000
Street				
42300	Equipment Rental	2,000	1,000	1,000
43150	Drainage Control	3,000	2,000	1,000
43200	Storm Water Program	5,000	0	5,000
	Total Street	10,000	3,000	7,000
Golf				
40100	Salaries	275,650	267,650	8,000
43300	Water	20,000	10,000	10,000
44100	Advertising	15,000	10,000	5,000
44500	Equipment Purchase	32,000	26,600	5,400
**46400	Sod	55,000	40,000	15,000
	Total Golf	397,650	354,250	43,400
Water				
42200	Water Meter Purchases	4,500	2,890	1,610
42400	Backflow Prevention	2,500	1,500	1,000
44500	Equipment Purchase	4,500	1,500	3,000
44700	Equipment Repair	6,000	3,500	2,500
45000	Pipe & Fittings	12,500	10,895	1,605
	Total Water	30,000	20,285	9,715

ITEM#	Description	Annual Budget	Revised Amt.	Savings
Sewer				
41100	Uniforms	200	100	100
42200	Equipment Purchases	1,800	1,600	200
42400	Equipment Rep./Maint.	2,000	1,250	750
42500	Chemicals	2,000	1,000	1,000
42600	Pipe Fitting	1,500	500	1,000
42700	Supplies	5,000	3,000	2,000
42900	Infiltration Supplies	2,500	1,500	1,000
43000	Sewer Line Rep./Maint.	1,500	500	1,000
56500	Miscellaneous	200	200	0
	Total Sewer	16,700	9,650	7,050
Lift Station Expenses				
50100	North Ave. w/gen.	1,200	800	400
50200	Old Suwannee Rd.	5,000	2,500	2,500
50300	North Ave. w/o gen.	400	300	100
51400	N. Gwinnett Townhouses	8,500	7,000	1,500
52200	The Springs	1,250	750	500
52300	The Oaks	3,000	1500	1,500
52400	Whitehead Rd.	3,000	2500	500
52500	Suwanee Dam Rd.	12,000	6000	6,000
53000	Flowmeter Davis Rd.	1,000	700	300
54100	Liftstation Alarm System	3,500	2500	1,000
	Total Lift Station Exp.	38,850	24,550	14,300
Treatment Plant Expenses				
60300	Electricity	132,000	82,000	50,000
60500	Natural Gas	600	0	600
61100	Well Exams	20,000	2,000	18,000
61300	Sludge Handling	4,050	2,050	2,000
	Total Trtmnt Plnt Exp.	156,650	86,050	70,600
Sanitation				
44500	Subsidy	30,637	3,855	26,782
	Totals	875,607	676,760	198,847

Proposed September 12, 1994 Budget

1) Revenue

	Aug-94 Budget	Sept. 12, 1994 Proposed Budget	Amount Amended
General Governmental	1,024,033	1,024,033	0
Sanitation	405,158	405,158	0
Gas	2,166,079	2,166,079	0
Water	702,744	702,744	0
Sewer	623,118	623,118	0
Golf	690,343	690,343	0
Total Revenue	5,611,475	5,611,475	0

2) Expense

	Aug-94 Budget	Sept. 12, 1994 Proposed Budget	Amount Amended
General Governmental	1,004,443	987,443	17,000
Sanitation	381,687	354,905	26,782
Gas	1,690,744	1,680,744	10,000
Water	680,950	671,235	9,715
Sewer	976,752	884,802	91,950
Golf	932,573	889,173	43,400
Total Expense	5,667,149	5,468,302	198,847

3) Net Income

	Aug-94 Budget	Sept. 12, 1994 Proposed Budget	Amount Amended
General Governmental	19,590	36,590	17,000
Sanitation	23,471	50,253	26,782
Gas	475,335	485,335	10,000
Water	21,794	31,509	9,715
Sewer	(353,634)	(261,684)	9,150
Golf	(242,230)	(198,830)	43,400
Net Income	(55,674)	143,173	198,847

Result: With the proposed budget amendment, we will experience a change from a deficit of \$55,674 to a contingency of \$143,173

Fiscal year remaining (time)	Revenue remaining	Expense remaining
34%	37.20%	38.20%

BUDSUM.XLS

September 1994 Budget Summary After Adjustments by Fund

1) Revenue

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	1,024,033	437,447	42.7%	(586,586)
Sanitation	405,158	196,245	48.4%	(208,913)
Gas	2,166,079	1,577,240	72.8%	(588,839)
Water	702,744	437,220	62.2%	(265,524)
Sewer	623,118	338,389	54.3%	(284,729)
Golf	690,343	535,587	77.6%	(154,756)
Total Revenue	5,611,475	3,522,128	62.8%	(2,089,347)

2) Expense

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	987,443	736,865	74.6%	(250,578)
Sanitation	354,905	237,750	67.0%	(117,155)
Gas	1,680,744	845,107	50.3%	(835,637)
Water	671,235	440,800	65.7%	(230,435)
Sewer	884,802	733,049	82.8%	(151,753)
Golf	889,173	505,918	56.9%	(383,255)
Total Expense	5,468,302	3,499,489	64.0%	(1,968,813)

3) Net Income

	Budget	YTD	% YTD To Budget	Over (Under) Budget
General Governmental	36,590	(299,418)	-818.3%	(336,008)
Sanitation	50,253	(41,505)	-82.6%	(91,758)
Gas	485,335	732,133	150.9%	246,798
Water	31,509	(3,580)	-11.4%	(35,089)
Sewer	(281,684)	(394,660)	150.8%	(132,976)
Golf	(198,830)	29,669	-14.9%	228,499
Net Income	143,173	22,639	15.8%	(120,534)

DEPTSUM.XLS

September 1994 Budget Summary by Dept .

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	877,233	317,049	36.1%	(560,184)
Exp.	699,019	554,703	79.4%	(144,316)
Net Income	178,214	(237,654)	-133.4%	(415,868)
2) Inspec.:				
Rev.	74,000	64,864	87.7%	(9,136)
Exp.	59,078	44,717	75.7%	(14,361)
Net Income	14,922	20,147	135.0%	5,225
3) Street:				
Rev.	72,800	55,534	76.3%	(17,266)
Exp.	229,346	137,445	59.9%	(91,901)
Net Income	(156,546)	(81,911)	52.3%	74,635
4) Sanitation:				
Rev.	405,158	196,244	48.4%	(208,914)
Exp.	354,905	237,750	67.0%	(117,155)
Net Income	50,253	(41,506)	-82.6%	(91,759)
5) Gas:				
Rev.	2,166,079	1,577,240	72.8%	(588,839)
Exp.	1,680,744	845,107	50.3%	(835,637)
Net Income	485,335	732,133	150.9%	246,798
6) Water:				
Rev.	702,744	437,220	62.2%	(265,524)
Exp.	671,235	440,800	65.7%	(230,435)
Net Income	31,509	(3,580)	-11.4%	(35,089)
7) Sewer:				
Rev.	623,118	338,389	54.3%	(284,729)
Exp.	884,802	733,049	82.8%	(151,753)
Net Income	(261,684)	(394,660)	150.8%	(132,976)
8) Golf:				
Rev.	690,343	535,587	77.6%	(154,756)
Exp.	889,173	505,918	56.9%	(383,255)
Net Income	(198,830)	29,669	-14.8%	228,499
Total Income	143,173	22,638	15.8%	(120,535)

NOTES

Lined paper for notes, featuring three binder holes on the left side.

MARSHAL.XLS

Monthly

DATE: 8/24-8/31

CITY MARSHAL ~~DAILY~~ REPORT

1	# of miles logged	<u>400</u>
2	# of illegally parked vehicles	<u>13</u>
3	# of improper disposals	<u>1</u>
4	# of improper watering violations	<u> </u>
5	# of disturbing the peace violations	<u> </u>
6	# of obnoxious growth violations	<u> </u>
7	# of animal ordinance violations	<u> </u>
8	# other violations	<u>14</u>
9	# of notifications for delinquent business licenses	<u>1</u>
10	Total Code Violations /Notifications (1...9)	<div style="border: 1px solid black; padding: 2px; display: inline-block;">29</div>

WASTEWATER DEPARTMENT

August 1994

Liftstations: There was only general maintenance and repairs on our liftstations in the month of August.

Sewer Capacity Available:

Total Sugar Hill capacity at Southside plant.....	600,000gpd
Average Sugar Hill usage for August.....	297,152gpd
Average Sugar Hill capacity left.....	<u>302,848gpd</u>

Total # of lots approved, but not tapped on.....	254
Average usage for these lots based on 400 gpd.....	101,600gpd

Total capacity at Sugar Hill plant.....	500,000gpd
Average usage for August.....	227,258gpd
Average capacity left.....	<u>272,742gpd</u>

Donna Zinskie
Collection System Supervisor

THIS REPORT WAS PRINTED ON SEPTEMBER 1, 1994

CITY OF SUGAR BILL

PERMIT TYPE AND DESCRIPTION	# OF PERMITS	VALUATION	FEES DUE	FEES PAID
AD - ADDITION/GARAGE PERMIT	3	0.00	196.60	196.60
AV - ADMINISTRATIVE VARIANCE	3	0.00	450.00	450.00
CG - CLEARING & GRUBBING PERMIT	2	0.00	25.00	25.00
DP - DEVELOPMENT PERMIT	1	0.00	1,216.00	1,216.00
EC - ENERGY CODE AFFIDAVIT	10	0.00	0.00	0.00
EL - ELECTRICAL AFFIDAVIT	17	0.00	0.00	0.00
FP - FENCE PERMIT	4	0.00	0.00	0.00
ME - BEATING/AIR AFFIDAVIT	13	0.00	0.00	0.00
MB - MOBILE HOME INSTALLER AFFIDAVIT	3	0.00	0.00	0.00
MI - COMPLIANCE PERMIT	1	0.00	25.00	25.00
MN - MOBILE HOME INSPECTION NEW	5	0.00	500.00	500.00
PL - PLUMBING AFFIDAVIT	13	0.00	0.00	0.00
PP - POOL PERMIT	1	0.00	25.00	25.00
RF - REVIEW FEES	1	0.00	2,800.00	2,800.00
RM - REMODELING PERMIT	2	0.00	293.60	293.60
SB - STORAGE BUILDING	1	0.00	25.00	25.00
SF - SINGLE FAMILY RESIDENTIAL	10	899,248.00	7,372.80	7,372.80
TL - TRADE LICENSE REGISTRATION	16	0.00	160.00	160.00
TP - TAP & METER PAYMENTS	4	0.00	900.00	900.00
TOTALS FOR ALL PERMIT TYPES	110	899,248.00	13,989.00	13,989.00

THIS REPORT WAS PRINTED ON SEPTEMBER 1, 1994

CITY OF SUGAR HILL

TRANS. DATE	#	RESIDENTIAL 1000-0001	COMMERCIAL 1000-0002	MISCELLANEOUS 1000-0003	MOBILE HOMES 1000-0004	DEVELOPMENT 1000-0005	GAS 1000-0006	WATER 1000-0007	SEWER 1000-0008
08/01/94	2	425.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
08/02/94	7	475.80	0.00	40.00	0.00	0.00	450.00	750.00	25.00
08/03/94	6	1154.80	0.00	20.00	100.00	0.00	450.00	0.00	50.00
08/04/94	4	301.80	0.00	0.00	0.00	0.00	225.00	0.00	0.00
08/08/94	3	920.00	0.00	0.00	0.00	0.00	450.00	0.00	50.00
08/09/94	2	0.00	0.00	0.00	100.00	10.00	0.00	0.00	0.00
08/11/94	4	200.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
08/15/94	2	151.00	142.60	0.00	0.00	0.00	0.00	0.00	0.00
08/17/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
08/18/94	2	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00
08/19/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
08/22/94	5	1412.00	0.00	10.00	0.00	0.00	675.00	0.00	75.00
08/23/94	1	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00
08/24/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
08/25/94	2	0.00	0.00	20.00	0.00	0.00	0.00	0.00	0.00
08/26/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
08/29/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
08/30/94	5	445.00	0.00	30.00	0.00	1216.00	0.00	0.00	25.00
TOTALS	50	5835.40	492.60	510.00	850.00	1576.00	3050.00	1100.00	575.00

Existing Categories 0.00
 Current Categories 13989.00
 =====
 Grand Total 13989.00

CITY OF SUGAR HILL

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

Printed on: SEPTEMBER 1, 1994

DATE RANGE: 08/01/94 THROUGH 08/31/94

	CODE	PRMS	VALUATION	FEEES	DUE UNITS
	-----	-----	-----	-----	-----
NEW RESIDENTIAL HOUSEKEEPING BLDGS:					
* Single Family Houses Detached	101	10	899,248.00	7,372.80	0
* Single Family Houses Attached	102	0	0.00	0.00	0
* 2 Family Building	103	0	0.00	0.00	0
* 3 and 4 Family Buildings	104	0	0.00	0.00	0
* 5 or More Family Buildings	105	0	0.00	0.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:					
* Hotels, Motels & Tourist Cabins ..	213	0	0.00	0.00	0
* Other Non-Housekeeping Shelter ...	214	0	0.00	0.00	0
NEW NON-RESIDENTIAL BUILDINGS:					
* Amusement, Social, & Recreational	318	0	0.00	0.00	0
* Churches & Other Religious	319	0	0.00	0.00	0
* Industrial	320	0	0.00	0.00	0
* Prkng Garages (Blds & Open Decked)	321	0	0.00	0.00	0
* Service Stations & Repair Garages	322	0	0.00	0.00	0
* Hospitals & Institutional	323	0	0.00	0.00	0
* Offices, Banks, & Professional ...	324	0	0.00	0.00	0
* Public Works & Utilities	325	0	0.00	0.00	0
* Schools & Other Educational	326	0	0.00	0.00	0
* Stores & Customer Services	327	0	0.00	0.00	0
* Other Non-Residential Bldgs	328	0	0.00	0.00	0
* Structures Other than Buildings ...	329	0	0.00	0.00	0
ADDITIONS, ALTERATIONS, & CONVERSION					
* Residential	434	4	0.00	347.60	0
* Non-Residential & Non-Housekeeping	437	1	0.00	142.60	0
* Adds of Resid. Garages (Atch/Detc)	438	0	0.00	0.00	0
DEMOLITIONS AND RAZING OF BUILDINGS:					
* Single Family Houses (Atch/Detach)	645	0	0.00	0.00	0
* 2 Family Buildings	646	0	0.00	0.00	0
* 3 & 4 Family Buildings	647	0	0.00	0.00	0
* 5 or More Family Buildings	648	0	0.00	0.00	0
* All Other Buildings and Structures	649	0	0.00	0.00	0

TOTALS FOR PERMITS SHOWN ABOVE		15	899,248.00	7,863.00	0

Totals of other permits in the period		95	0.00	6,126.00	0

TOTAL FOR ALL PERMITS IN THE PERIOD		110	899,248.00	13,989.00	0

THIS REPORT WAS PRINTED ON SEPTEMBER 1, 1994

CITY OF SUGAR HILL

<< STATISTICAL BREAKOUT >>

<----- Inspections -----> <----- Re-Inspections -----> Based On # Activities


# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
168	112	58	49	56	42	11	60
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	67	52	44	33	75	20	36

INSPECTOR ID BREAKDOWN

TONY	BUILDING INSPECTIONS	156
RALPH	SEWER INSPECTIONS	12
	TOTAL INSPECTIONS	168

SUBDIVISION LOT AVAILABILITY LIST

AVAILABLE LOTS	SUBDIVISION	NEAR WHAT MAJOR STREET	PERMITS ISSUED	C.O.'S ISSUED	OTS NOT BUILT ON
25	BENT CREEK I	LEVEL CREEK ROAD	25	25	0
49	BENT CREEK II	LEVEL CREEK ROAD	49	49	0
33	BENT CREEK III	LEVEL CREEK ROAD	29	29	2
44	BENT CREEK IV	LEVEL CREEK ROAD	43	41	1
36	BENT CREEK IV	LEVEL CREEK ROAD	36	36	0
7	BRANDON OAKS	AUSTIN GARNER ROAD	5	5	2
26	BROOKSIDE AT PARKVIEW	PARKVIEW MINE DRIVE	13	11	13
31	COUNTRY MEADOWS	OWEN CIRCLE	31	31	0
35	EMERALD LAKES IV	CUMMING HIGHWAY	16	2	18
131	LAKEFIELD FOREST (ALL)	LEVEL CREEK ROAD	112	90	19
44	MILL CREEK TRACE	SOUTH ROBERTS DRIVE	44	44	0
154	PARKVIEW NORTH	LEVEL CREEK ROAD	154	154	0
174	PRINCETON OAKS (ALL)	RIVERSIDE ROAD	102	102	72
116	SECRET COVE	OLD SUWANEE ROAD	110	104	6
46	SPRING HILL PLANTATION	SPRING HILL DRIVE	46	46	0
35	SUGAR BROOK	HILLCREST DRIVE	35	35	0
23	SUGAR CREEK	LEVEL CREEK ROAD	23	23	0
96	SUGAR CROSSING (ALL)	AUSTIN GARNER ROAD	50	41	46
39	SUGAR WOODS	LEVEL CREEK ROAD	39	39	0
3	SYCAMORE STATION	SYCAMORE ROAD	3	3	0
146	SYCAMORE SUMMIT	SYCAMORE/RIVERSIDE ROAD	143	141	3
7	SYCAMORE SUMMIT V	SYCAMORE ROAD	3	0	4
14	THE LAKES AT RIVERSIDE	RIVERSIDE ROAD	13	13	1
51	THE LINKS (ALL)	SUWANEE DAM ROAD	0	0	51
46	THE OAKS AT LANIER UNIT I	HIGHWAY 20	29	19	23
48	THE SPRINGS UNIT I	HIGHWAY 20	35	32	13
50	WEST PRICE HILLS	WEST PRICE ROAD	46	46	4

 INDICATES COMPLETED

PERFORMANCE/MAINTENANCE BONDS

MAINTENANCE	THE OAKS AT LANIER UNIT I	NOV. 26, 1994
MAINTENANCE	BROOKSIDE AT PARKVIEW	DEC. 15, 1994
MAINTENANCE	SUGAR CROSSING III	NOV. 8, 1995
PERFORMANCE	LAKEFIELD FOREST III	MAY 8, 1994
MAINTENANCE	LAKEFIELD FOREST III	FEB. 7, 1996
MAINTENANCE	LAKEFIELD FOREST IV	JUN. 1, 1996
PERFORMANCE	LAKEFIELD FOREST IV	SEPT. 1, 1994
MAINTENANCE	LAKEFIELD FOREST V	JUN. 1, 1996
PERFORMANCE	LAKEFIELD FOREST V	SEPT. 1, 1994
MAINTENANCE	SYCAMORE SUMMIT V	JUN. 27, 1996
PERFORMANCE	SYCAMORE SUMMIT V	SEPT. 27, 1994
MAINTENANCE	EMERALD LAKE	APR. 30, 1996
PERFORMANCE	EMERALD LAKE	JUL. 30, 1994

METER READING DEPARTMENT

August 1994

Total New Customers:

Consisting of: 52 New Customers
41 Gas & Water Customers
6 Gas Only Customers
5 Water Only Customers

Total of Customers Moving Out of City: 32

Consisting of: 17 Gas & Water Customers
7 Gas Only Customers
8 Water Only Customers

Total Gas Customers: 3275

Total Water Customers: 2320

Total Sewer Customers: 2185

Re-reads before billing: 250

Re-reads per customers request: 21

Over-reads: 7

Cut-Offs: 39/for one cycle only, next Cut-Off Date for
second cycle will be on Sept.7, 1994.

Report by: Margaret McEachern
Customer Service Manager

CITY OF SUGAR HILL

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

Printed on: OCTOBER 5, 1994

DATE RANGE: 09/01/94 THROUGH 09/31/94

	CODE	PRMS	VALUATION	FEEES	DUE	UNITS
	-----	-----	-----	-----	-----	-----
NEW RESIDENTIAL HOUSEKEEPING BLDGS:						
* Single Family Houses Detached	101	15	1,239,056.00	13,364.40		0
* Single Family Houses Attached	102	0	0.00	0.00		0
* 2 Family Building	103	0	0.00	0.00		0
* 3 and 4 Family Buildings	104	0	0.00	0.00		0
* 5 or More Family Buildings	105	0	0.00	0.00		0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213	0	0.00	0.00		0
* Other Non-Housekeeping Shelter ...	214	0	0.00	0.00		0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318	0	0.00	0.00		0
* Churches & Other Religious	319	0	0.00	0.00		0
* Industrial	320	0	0.00	0.00		0
* Prkng Garages (Blds & Open Decked)	321	0	0.00	0.00		0
* Service Stations & Repair Garages	322	0	0.00	0.00		0
* Hospitals & Institutional	323	0	0.00	0.00		0
* Offices, Banks, & Professional ...	324	0	0.00	0.00		0
* Public Works & Utilities	325	0	0.00	0.00		0
* Schools & Other Educational	326	0	0.00	0.00		0
* Stores & Customer Services	327	0	0.00	0.00		0
* Other Non-Residential Bldgs	328	0	0.00	0.00		0
* Stuctures Other than Buildings ...	329	0	0.00	0.00		0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434	3	0.00	614.00		0
* Non-Residential & Non-Housekeeping	437	0	0.00	0.00		0
* Adds of Resid. Garages (Atch/Detc)	438	3	0.00	170.00		0
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645	1	0.00	50.00		0
* 2 Family Buildings	646	0	0.00	0.00		0
* 3 & 4 Family Buildings	647	0	0.00	0.00		0
* 5 or More Family Buildings	648	0	0.00	0.00		0
* All Other Buildings and Structures	649	0	0.00	0.00		0
TOTALS FOR PERMITS SHOWN ABOVE						
		22	1,239,056.00	14,198.40		0
Totals of other permits in the period						
		98	0.00	2,897.73		0
TOTAL FOR ALL PERMITS IN THE PERIOD						
		120	1,239,056.00	17,096.13		0

SUBDIVISION LOT AVAILABILITY LIST

AVAILABLE LOTS	SUBDIVISION	NEAR WHAT MAJOR STREET	PERMITS ISSUED	C.O.'S ISSUED	OTS NOT BUILT ON
25	BENT CREEK I	LEVEL CREEK ROAD	25	25	0
49	BENT CREEK II	LEVEL CREEK ROAD	49	49	0
33	BENT CREEK III	LEVEL CREEK ROAD	29	29	2
44	BENT CREEK IV	LEVEL CREEK ROAD	43	41	1
36	BENT CREEK IV	LEVEL CREEK ROAD	36	36	0
7	BRANDON OAKS	AUSTIN GARNER ROAD	5	5	2
26	BROOKSIDE AT PARKVIEW	PARKVIEW MINE DRIVE	13	11	13
31	COUNTRY MEADOWS	OWEN CIRCLE	31	31	0
35	EMERALD LAKES IV	CUMMING HIGHWAY	16	2	18
131	LAKEFIELD FOREST (ALL)	LEVEL CREEK ROAD	112	90	19
44	MILL CREEK TRACE	SOUTH ROBERTS DRIVE	44	44	0
154	PARKVIEW NORTH	LEVEL CREEK ROAD	154	154	0
174	PRINCETON OAKS (ALL)	RIVERSIDE ROAD	102	102	72
116	SECRET COVE	OLD SUWANEE ROAD	111	104	5
46	SPRING HILL PLANTATION	SPRING HILL DRIVE	46	46	0
35	SUGAR BROOK	HILLCREST DRIVE	35	35	0
23	SUGAR CREEK	LEVEL CREEK ROAD	23	23	0
96	SUGAR CROSSING (ALL)	AUSTIN GARNER ROAD	55	43	41
39	SUGAR WOODS	LEVEL CREEK ROAD	39	39	0
3	SYCAMORE STATION	SYCAMORE ROAD	3	3	0
146	SYCAMORE SUMMIT	SYCAMORE/RIVERSIDE ROAD	143	142	3
7	SYCAMORE SUMMIT V	SYCAMORE ROAD	4	0	3
14	THE LAKES AT RIVERSIDE	RIVERSIDE ROAD	13	13	1
51	THE LINKS (ALL)	SUWANEE DAM ROAD	0	0	51
46	THE OAKS AT LANIER UNIT I	HIGHWAY 20	33	20	13
48	THE SPRINGS UNIT I	HIGHWAY 20	35	32	13
50	WEST PRICE HILLS	WEST PRICE ROAD	46	46	4



INDICATES COMPLETED

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

<< STATISTICAL BREAKOUT >>

<----- Inspections -----> <----- Re-Inspections -----> Based On † Activities

† ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
137	100	61	35	37	28	9	44
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	73	61	35	27	76	24	32

INSPECTOR ID BREAKDOWN

TONY	BUILDING INSPECTIONS	112
KEN	"	4
RALPH	SEWER INSPECTIONS	15
COTTON	"	5
DANNY	"	1

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

TRANS. DATE	#	RESIDENTIAL 1000-0001	COMMERCIAL 1000-0002	MISCELLANEOUS 1000-0003	MOBILE HOMES 1000-0004	DEVELOPMENT 1000-0005	GAS 1000-0006	WATER 1000-0007	SEWER 1000-0008
09/01/94	1	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
09/07/94	1	28.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/08/94	5	1461.00	0.00	0.00	0.00	0.00	900.00	0.00	100.00
09/09/94	7	1285.60	0.00	20.00	0.00	810.00	450.00	0.00	72.73
09/12/94	8	1462.40	0.00	10.00	0.00	0.00	1125.00	750.00	50.00
09/13/94	5	769.40	0.00	20.00	0.00	0.00	1200.00	0.00	2050.00
09/14/94	2	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/16/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/20/94	2	0.00	417.00	10.00	0.00	0.00	0.00	0.00	0.00
09/21/94	2	150.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/22/94	4	950.00	0.00	0.00	0.00	0.00	450.00	0.00	50.00
09/26/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
09/27/94	3	470.00	0.00	10.00	0.00	0.00	225.00	0.00	25.00
09/28/94	2	555.00	0.00	0.00	0.00	0.00	275.00	0.00	25.00
09/29/94	2	0.00	0.00	10.00	0.00	250.00	0.00	0.00	0.00
=====									
TOTALS	46	7456.40	417.00	100.00	100.00	1060.00	4850.00	750.00	2372.73

Non-Existing Categories 0.00
 Current Categories 17106.13
 =====
 Grand Total 17106.13

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

PERMIT TYPE AND DESCRIPTION	# OF PERMITS	VALUATION	FEES DUE	FEES PAID
-----	-----	-----	-----	-----
AD - ADDITION/GARAGE PERMIT	4	0.00	342.00	342.00
AV - ADMINISTRATIVE VARIANCE	2	0.00	300.00	300.00
CM - COMMERCIAL PERMIT	1	0.00	417.00	417.00
DL - DEMOLITION	1	0.00	50.00	50.00
DP - DEVELOPMENT PERMIT	1	0.00	832.73	832.73
EC - ENERGY CODE AFFIDAVIT	16	0.00	0.00	0.00
EL - ELECTRICAL AFFADAVIT	21	0.00	0.00	0.00
FP - FENCE PERMIT	3	0.00	0.00	0.00
GP - GRADING PERMIT	1	0.00	250.00	250.00
ME - HEATING/AIR AFFADAVIT	21	0.00	0.00	0.00
MH - MOBILE HOME INSTALLER AFFIDAVIT	1	0.00	0.00	0.00
MI - COMPLIANCE PERMIT	2	0.00	50.00	50.00
MN - MOBILE HOME INSPECTION NEW	1	0.00	100.00	100.00
PL - PLUMBING AFFADAVIT	13	0.00	0.00	0.00
SB - STORAGE BUILDING	1	0.00	25.00	25.00
SF - SINGLE FAMILY RESIDENTIAL	15	884,744.00	13,364.40	13,364.40
SP - SIGN PERMIT	2	0.00	325.00	325.00
TL - TRADE LICENSE REGISTRATION	9	0.00	90.00	90.00
TP - TAP & METER PAYMENTS	5	0.00	950.00	950.00
-----	-----	-----	-----	-----
TOTALS FOR ALL PERMIT TYPES	120	884,744.00	17,096.13	17,096.13



CITY OF SUGAR HILL

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

METER READING DEPARTMENT

SEPTEMBER 1994

TOTAL NEW CUSTOMERS:

CONSISTING OF: 63 NEW CUSTOMERS
 47 GAS & WATER CUSTOMERS
 9 GAS ONLY CUSTOMERS
 7 WATER ONLY CUSTOMERS

TOTAL OF CUSTOMERS MOVING OUT OF CITY: 25

CONSISTING OF: 10 GAS & WATER CUSTOMERS
 8 GAS ONLY CUSTOMERS
 7 WATER ONLY CUSTOMERS

TOTAL GAS CUSTOMERS: 3323

TOTAL WATER CUSTOMERS: 2419

TOTAL SEWER CUSTOMERS: 2214

RE-READS BEFORE BILLING: 352-THESE ARE RE-READS I DO BEFORE THE BILLS GO OUT.
THIS DOES NOT MEAN THE READINGS WERE WRONG.
MY JOB IS TO CHECK THE READINGS BY THE ROUTES,
TO CATCH MISTAKES BEFORE THE CUSTOMER RECEIVES
THE BILL.

RE-READS PER CUSTOMERS REQUEST: 17

OVER-READS: 5

CUT-OFFS: 25/FOR BOTH BILLING CYCLES

REPORT BY: MARGARET MCEACHERN
CUSTOMER SERVICE MANAGER

WASTEWATER DEPARTMENT

September 1994

Liftstations: There was only general maintenance and repairs on our liftstations in the month of September.

Sewer Capacity Available:

Total Sugar Hill capacity at Southside plant.....	600,000gpd
Average Sugar Hill usage for September.....	321,494gpd
Average Sugar Hill capacity left.....	278,506gpd

Total # of lots approved, but not tapped on.....	244
Average usage for these lots based on 400 gpd.....	97,600gpd

Total capacity at Sugar Hill plant.....	500,000gpd
Average usage for September.....	216,267gpd
Average capacity left.....	283,733gpd

Donna Zinskie
Collection System Supervisor

SEPTEMBER 1994

© WILSON JONES COMPANY G7698B ColumnWrite ®

Date	Time	Meter Flow	12 Mid. Daily Flow Total	Max. Rate Time of Flow	Min. Rate Time of Flow	Daily Avg. Reading MGD	Flow in Gas Feet of Head In Inches	Gallons Sent to Buford	
9 01	7:36	223235/269380786	335582	68291	67/745 ^{AM}	11/418 ^{AM}	33	517-42	311195
9 02	7:40	226347/269691981	313497	66410	66/890 ^{AM}	09/307 ^{AM}	31	382-34	308482
9 03	8:13	229431/27000463	315093	59504	62/147 ^{AM}	09/332 ^{AM}	32	242-25	309067
9 04	8:58	232523/270309530	361227	67225	65/123 ^{AM}	08/312 ^{AM}	31	271-27	277509
9 05	8:18	235297/270587039	290096	59611	61/109 ^{AM}	09/451 ^{AM}	33	165-19	335361
9 06	8:03	238651/270922400	323704	66288	70/934 ^{AM}	02/331 ^{AM}	32	428-36	311391
9 07	7:59	241765/271233791	307493	70372	62/837 ^{AM}	07/338 ^{AM}	30	363-39	316567
9 08	8:27	244931/271550358	305926	80843	59/943 ^{AM}	08/342 ^{AM}	30	512-41	295970
9 09	7:25	247870/271844228	321239	53492	64/111 ^{AM}	08/452 ^{AM}	32	399-35	322694
9 10	8:51	251154/272172922	251154	73637	67/748 ^{AM}	06/439 ^{AM}	30	619-46	289796
9 11	8:16	254057/272462718	307068	55822	65/1122 ^{AM}	09/547 ^{AM}	30	329-30	321201
9 12	8:00	257266/272783919	305108	71850	64/904 ^{AM}	07/536 ^{AM}	30	477-37	311791
9 13	8:08	260384/273095710	311637	72005	65/751 ^{AM}	07/357 ^{AM}	31	528-40	310259
9 14	8:15	263487/273405969	329218	73050	63/732 ^{AM}	08/405 ^{AM}	30	573-45	316123
9 15	8:11	266648/273722092	311878	77225	66/731 ^{AM}	07/359 ^{AM}	31	424-36	331492
9 16	8:29	269963/274053584	318321	98456	66/1012 ^{AM}	08/432 ^{AM}	31	414-35	333282
9 17	8:47	273295/274386866	330799	92957	63/806 ^{AM}	08/340 ^{AM}	33	372-34	352714
9 18	9:01	276222/274739580	243842	102984	74/1130 ^{AM}	09/335 ^{AM}	34	461-37	349312
9 19	8:32	280315/275088892	367327	84775	78/944 ^{AM}	10/259 ^{AM}	36	397-33	323923
9 20	8:39	283557/275412815	324004	84726	62/827 ^{AM}	09/318 ^{AM}	32	474-39	325049
9 21	8:20	286807/275737867	322053	81718	66/943 ^{AM}	09/359 ^{AM}	32	471-39	335590
9 22	8:24	290157/276073254	335442	81657	63/727 ^{AM}	09/312 ^{AM}	33	471-39	333067
9 23	8:16	293488/276406321	341914	77252	67/816 ^{AM}	08/427 ^{AM}	31	368-38	336943
9 24	8:03	296854/276742764	348510	69895	70/656 ^{AM}	09/331 ^{AM}	34	240-24	331053
9 25	8:14	300165/277073817	341306	59649	73/933 ^{AM}	12/557 ^{AM}	34	196-22	360409
9 26	8:20	303768/277434226	330232	29818	70/255 ^{AM}	10/522 ^{AM}	33	497-40	337346
9 27	8:30	30742/277771592	343355	83831	72/754 ^{AM}	10/259 ^{AM}	34	428-36	323207
9 28	8:10	310374/278094799	324982	82051	65/923 ^{AM}	09/501 ^{AM}	32	508-38	317544
9 29	8:10	313549/278412365	325628	74005	64/741 ^{AM}	09/344 ^{AM}	32	601-46	320974
9 30	8:15	316759/278733339	316420	78657	64/944 ^{AM}	08/356 ^{AM}	31	644-46	292271
10 01	8:02	319683/279025610	311597	59279	66/827 ^{AM}	08/247 ^{AM}	31	247-25	
33	Hwy 23 Car Wash		Aug.	7148	to	Sept.	7230		
34	Gwinnett Federa/		"	1345	"	"	2803		
35	Hartford Run Apts.#		"	59773	"	"	60880		
36			"	10856	"	"	10875		

Betty

M E M O:

TO: All Department Heads, and the Mayor and Council
FROM: Kimberly B. Landers
RE: Minutes from the September 26, 1994 Staff Meeting.
DATE: September 28, 1994

Attached are the minutes from the above referenced staff meeting.

Please call Warren if you have any questions.

Staff Meeting
Monday, September 26, 1994
8:30 a.m.

M I N U T E S

In attendance: Warren Nevad, Betty Garbutt, Margaret McEachern, Donna Zinskie, Wade Queen, Danny Pugh, Scott Payne, Billy Hutchins, Wilbur Hyde, Tony Bauman, and Ken Crowe.

Warren Nevad - City Manager

Recap/Overview from City Managers agenda for period September 12, 1994 - September 26, 1994

- Council Meetings
- Golf Course Auditors should be coming in this week.
- Mtg. Objectives
- Sawnee Mtg.
- Ethics Code preparation
- Mtg. with Buford Officials
- Closure Plan for Landfill
- Firefighter (Stop rumors)

City Managers two week agenda for week Beginning September 26, 1994:

- Working on 1995 Budget
- Golf Course Audit
- Sawnee/Golf Course Clubhouse
- Agenda items for October Council Meeting
- Voluntary Flu Shots

STAFF REPORTS

Betty Garbutt:

- Election was done without a run off. Mr. Dodd was sworn in at the Council Meeting on Saturday, September 24, 1994
- Working on 1994 taxes. The millage rate has been tentatively set at 4 mills.
- Appreciates hard work from the Finance Department, by keeping everything in guideline of the budget. Department Heads have also worked very hard to keep within their budget, because of this group effort, we should end up the year with a surplus.

Margaret McEachern:

- Cut offs being done every other week. Mrs. Garbutt commented this is helping with the Arrears.
- Submitted information requested from Scott Turner of the Atlanta Regional Commission. Mr. Turner submitted a final draft of the rate comparison for the surrounding area.
- Working on customer service questionnaire, to be sent with utility bills for customers to rate customer service provided to them.
- Working on a Deposit Ordinance which will be presented at the October Council Meeting.

- Are now enforcing the ordinance for the \$50.00 reconnect fee, which was passed at the last council meeting.

Mr. Nevad submitted a flyer for Mrs. McEachern and Mr. Crowe to review, which was put out by Georgia Power giving a Sugar Hill Gas Rate Comparison. Mr. Nevad would like for this to be validated, and for Mr. Crowe to get with Author Corbin of MGAG. Mr. Nevad thanked her for helping out with the workshop.

Donna Zinskie:

- Will be working with John D. Stevens (contractors installing the new outfall lines to the treatment plant) to do a final punch list.
- Cotton and Danny attended Flight School which was very educational. They learned how to track down problems. There is another on in November which Danny and Cotton will attend and then next year hopefully everyone will be able to attend since this is free.

Mr. Nevad stated a long time project for Ms. Zinskie to being working on a future utility use map so that we can plot out where we want our service to be, and address the possibility of encroachment of other service areas.

- Mr. Fisher has submitted a letter to the General Manager of the Landfill stating we will accept the leachate from the landfill to the treatment plant. However, they must apply with the state for the permit and must notify Mr. Nevad of any fees that might be associated with this. Ms. Zinskie stated there is no use to go any further and set all these rules until we see what the state is going to mandate. We can have requirements higher than the state requirements but we must meet the minimum state requirements.

Wade Queen:

- Finished up the irrigation.
- Got a load of sod in last week, and have installed that. Should be able to finish up with about 5 more loads.
- With all the wet weather, we've been faced with the need for additional drainage work, the areas have been evaluated, and will be looking into how to approach this problem.
- Need to generate as much revenue as possible this month and next month. November and December will be slow months and they need this revenue from the next couple of months to balance out for year ending.

Mr. Nevad questions Mr. Queen about the Clubhouse Plans and submittal to council request for bids contingent upon appropriate financing. Mr. Queen stated this is a competitive business and there is a great need to expedite this issue to stay competitive will all these other courses that have opened up. Mr. Nevad stated he would get with the attorney and get that presented at the October Council Meeting.

- Met with Sawnee Electric regarding the Clubhouse and will be meeting with them again sometime this week or next week.

Danny Pugh:

- Volleyball Courts have been Completed.
- Applied for a \$10,000 grant for Park curbing and piping.
- Working on CDBG grant for the rest of Pass Court, there should be enough money to cover improvements on Hessie Lane as well.

- Storm Drain on HESSIE Lane busted out, will begin repairing that this week.

Mr. Nevad questioned Mr. Pugh about a pot hole on Old Cumming. Mr. Pugh stated it was on his list for repair.

Mr. Nevad asked Mr. Pugh to send Rose Payne on Spring Hill Drive a copy of the Bike Path Grant.

Mr. Nevad asked Mr. Pugh about the ditch on Frontier Drive. Mr. Pugh stated that he has talked with Tom Ed and needs a plat showing the dedicated easement on this property, which has not yet been submitted.

Mr. Nevad asked Mr. Pugh to begin looking for a site at the park for a recycling center. Mr. Pugh stated that this was not something that we wanted to get into. Mr. Nevad stated that it would be nice to have a good service provided

Mr. Nevad thanked Mr. Pugh for helping out with the meeting.

Scott Payne:

- New services are still being installed.
- Had a hydrant bust at intersection of Highway 20 and Sycamore Road last week, everything has been repaired.

Mr. Nevad stated he still wanted Mr. Payne to look at the hydrants around the city and make sure that they are being kept up and the grass cut.

- All cones and cautions have been put out but we are still having a problem with Speeding. Mr. Nevad stated to continue getting tag numbers.
- Received Water Study from Piedmont Olsen and Hensley, which is being reviewed.

Billy Hutchins:

- Killed a 2" steel main on Highway 23 and replaced it with plastic.
- Install main on O'rouke road so customers can get tied on.

Mr. Nevad questioned Mr. Payne about problem with water pressure on Spring Hill Drive. Mr. Payne stated they tied a 2" into a 6" last year and the pressure picked, so they shouldn't be having any pressure problems.

Wilbur Hyde:

- Received a 55 gallon drum of antifreeze, and will be getting all vehicles ready for winter.
- Ken will be going on vacation starting Thursday.

Mr. Nevad stated the Safety Inspector met with him last week and they will be arranging an inspection somewhere in the next three months. Will be sending Margie Wilson out there today to check on ideas for improvements in order to be prepared for this inspection.

Mr. Hutchins questioned Mr. Crowe about obtaining the easement at Secret Cove. Mr. Crowe stated he's still working on that. Mr. Hutchins stated that needs to be done because he needs to get with Mr. Harrison regarding the materials and labor for this line. Mr. Crowe stated he will get with Mr. Ross sometime this week.

Mr. Payne stated they are having some low pressure problems in the Secret Cove area and asked Mr. Crowe if there is anyway to tie another line over that line that is coming into there. Mr. Crowe stated you should be able to do that.

Mr. Nevad asked if we implemented any of those water improvements outlined in the study. Mr. Payne stated they tied in 2" from the car wash at Highway 20 to West Broad Street to feed into the existing line, and took out a 2" steel on Dogwood Hills and replaced it with a 6".

Tony Bauman:

- Mobile Home on Highland Avenue that needs to be condemned. Mr. Bauman stated he needs a legal procedure for this condemnation. If they won't remove it, can the city at its expense complete the removal and then access the taxes. Would like to begin addressing condemnation on two other dilapidated homes that will also require this same clarification before he proceeds to condemn.

Ms. Garbutt questioned Mr. Bauman about cleaning up property on Peachtree Industrial Boulevard across from the Cabinet Shop. Mr. Bauman stated he will have to look into that. Mr. Queen stated he thinks that this issue has been addressed before.

Mr. Nevad questioned Mr. Bauman about reviewing the Beer and Wine Ordinance. Mr. Bauman stated he's not been able to review this yet.

Ken Crowe:

- Appeals Board Meeting tonight to review issue with Mr. Hillman.
- Still in contact with Scott Huges regarding his annexation. This issue is still moving forward.
- Will be Receiving plans for property on Sycamore Road (Hess Property) this week.
- Property on Whitehead Road (A.K.A. Regency Lake II) has submitted plans.
- Get with D.O.T. and Welker this week to resolve this problem with location of High Pressure Gas Line on Highway 23.
- Received a lot of calls (what if?) for spring marketing development. A lot of this will depend on the Johnson Road Project.

Mr. Nevad asked Mr. Crowe if there is any way to update the Water and Distribution study from September of 1993 to present. Mr. Crowe stated this could be done, based upon the new meter set. Mr. Nevad stated with the tremendous cost for the study it wouldn't take too much to update.

Mr. Crowe stated he had lunch with Mr. Dodd on Friday. Mr. Nevad questioned Mr. Crowe on what his priorities are. Mr. Crowe stated his attention is drawn toward commercial and industrial development along Peachtree Industrial Boulevard. Mr. Dodd realizes now we have no infrastructure on Peachtree Industrial Boulevard. Mr. Crowe stated our Water Agreement only allows us to expand our water system to the boundary lines of 1977, which is probably around Pinecrest Drive. What Mr. Dodd wants to work on is encouraging the County to take water on down that corridor.

- Development permit issued for Emerald Plantation.

Mr. Nevad questioned Mr. Crowe about the issue of the participation agreement in the Sewer Ordinance which was brought up at the last Staff Meeting. Mr. Crowe stated that the staff can't do anything. We need direction from the Mayor and Council. Mr. Crowe stated he's talked with the County and they address this issue on a individual basis. Mr. Crowe stated a ordinance needs to be drawn up on how the Mayor and Council wants to handle this. Mr. Crowe stated that Saddle Tree off of Suwanee Dam Road will be the first development where we will be needing the upgrade.

Mr. Crowe gives Mr. Hutchins red tags to be issued on lots serviced by gas outside the City Limits. These tags will alert Builders to purchase gas taps before landscaping and installing sidewalks.

Mr. Nevad stated he had a wonderful birthday and he appreciated the flowers and the Golf Shirt.

Meeting adjourned 9:20 a.m.

OCT

AGENDA
CITY OF SUGAR HILL
COUNCIL MEETING
MONDAY, OCTOBER 10, 1994
7:30 P.M.

CALL TO ORDER:

INVOCATION AND PLEDGE TO THE FLAG:

ADOPTION OF THE AGENDA:

APPROVAL OF SEPTEMBER 12, and September 24, 1994 MINUTES:

COMMITTEE REPORTS:

- A) Planning and Zoning Board
- B) Zoning and Appeals Board
- C) Recreation Board
- D) Budget and Finance
- E) Solid Waste and Economic Development
- F) Golf and Waste Water Treatment

OLD BUSINESS:

- A) Utility Deposits Report-Customer Services Supervisor Margaret McEachern
- B) Official setting of Tax Mill Rate
- C) High Pressure Gas Line-Ken Crowe

CITIZEN'S COMMENTS:

NEW BUSINESS:

- A) Cellular Tower Lease Agreement-Council Member Steve Bailey
- B) Golf Course Club House Bids-Wade Queen
- C) Scheduling of 1995 Budget Work Session
- D) Agenda Resolution-Clerk Betty B. Garbutt
- E) City Manager-City Clerk Ordinance-Attorney Lee Thompson
- F) Appointment of P & Z Appeals Board Member-Director Ken Crowe
- E) Appointment of Economic Development Commission Member-Council Member Charles Spradlin

CITY CLERK REPORT:

CITY ATTORNEY REPORT:

CITY MANAGER REPORT:

COUNCIL REPORTS:

Page 2-Agenda-October 10, 1994

CITIZEN'S COMMENTS:

EXECUTIVE SESSION:

Discussion of personnel and property.

ADJOURNMENT:

THOMPSON & SWEENEY, P.C. Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
MELANIE D. WILLIAMS
PAULE ANDREW
JORGIA C. NORTHROP

Longwood Corporate
590 Longwood Drive, Longwood, CA 95024
Telephone: (415) 253-1907
Teletype: (415) 253-2900

Atlanta Address:
600 Peachtree Street, N.W.
Atlanta, Georgia 30308

TO: Warren Nevad (Kim) DATE: 10/7/94

FIRM: Sugar Hill

TELECOPIER: 995-0281 TELEPHONE: _____

FROM: Dan CLOSURE/MATERIAL: _____

NUMBER OF PAGES (INCLUDING THIS COVER PAGE): 3

MESSAGE: _____

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ORIGINATOR: _____

IF YOU HAVE ANY QUESTIONS, CONTACT THE ORIGINATOR AT _____

ORDINANCE

CITY OF ST. LOUIS

The Council of the City of Saint Louis hereby approves the Ordinance of the Board of Aldermen of the City of Saint Louis, passed on the 14th day of August, 1994, and the following text shall be deemed to be the same:

Section 14. Repealed from Office

The city manager shall forward the city seal to the Mayor and the Mayor shall have the right to return the seal to the city manager. The city manager shall not be removed from office by the City Council unless a majority of the City Council votes to remove the city manager from office. The city manager shall be removed from office if a majority of the City Council votes to remove the city manager from office, excluding the Mayor, on a vote of at least two-thirds of the City Council. The City Council may take any and all actions necessary to carry out its duties and to ensure the proper management of the city, including the removal of the city manager from office.

It is enacted this 14th day of August, 1994.

Mayor

City Manager

For All Your Real Estate Needs

Hugh TYNER
2505 ATHENS HWY
P.O. 1057
GAINESVILLE GA.
30503-1057

TERRY GABLE
404 718-5030

COHRON REALTY - ERA
Gary Webster, Agent
Office: 945-6737 Home: 923-5096
Digital Beeper 871-4343

Tropic light -
Corner
of Hwy 20
Hill Crest Road
at Bann

*Lot 3
Spray Irrigation System
W 8*

*Juan Nelli's
list*

**DESIGN AND CONSTRUCTION COST ESTIMATE
BASIC INITIAL PROJECT**

ITEM

Wastewater Facilities

1	500,000 GPD Wastewater Treatment Plant	\$1,025,000	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	Level Creek Interceptor	\$259,000	259,000
7	Riverside Drive Interceptor	\$465,000 ✓	465,000
8	Lift Station and Force Main	\$228,000 ✓	228,000
9	Richland Creek Interceptor	\$760,000	760,000
10	Sewer Segments Under Outer Loop (3)	\$56,000 ✓	56,000
	Subtotal	\$1,768,000	2,793,000

Other Costs

10	Land @ 60%	\$1,318,200 ✓	
11	Architect/Engineer & Inspection	\$431,000 →	
12	Legal & Administrative Costs	\$40,000 →	
13	Contingencies	\$784,000 →	
	Subtotal	\$2,573,200	

TOTAL PROJECT BUDGET

\$6,545,600

6095EXL

SEWER FEES ANALYSIS

Assumptions for M.E.C.A project:

- increased sewer tap-on fees \$330.00 each year until the year 2000
- increased sewer rates 10% each year until the year 2000.
- build-out of 69 lots per year until the year 2000

Tap-on Schedule

1991	\$2000 X 69 lots = \$138,000
1992	\$2330 X 69 lots = \$160,770
1993	\$2660 X 69 Lots = \$183,540
1994	\$2990 X 69 lots = \$206,310
1995	\$3320 X 69 lots = \$229,080
1996	\$3650 X 69 lots = \$251,850
1997	\$3980 X 69 lots = \$274,620
1998	\$4310 X 69 lots = \$297,390
1999	\$4640 X 69 lots = \$320,160
2000	\$4970 X 69 lots = <u>\$342,930</u>
	\$2,404,650

Rate Schedule**

1994	400gpd X 365 days = 146,000 X \$2.66 = \$388.00 X 69 homes= \$ 26,772
1995	400gpd X 365 days = 146,000 X \$2.93 = \$428.00 X 138 homes=\$ 59,064
1996	400gpd X 365 days = 146,000 X \$3.22 = \$470.00 X 207 homes=\$ 97,290
1997	400gpd X 365 days = 146,000 X \$3.54 = \$517.00 X 276 homes=\$142,692
1998	400gpd X 365 days = 146,000 X \$3.89 = \$568.00 X 345 homes=\$195,960
1999	400gpd X 365 days = 146,000 X \$4.28 = \$625.00 X 414 homes=\$258,750
2000	400gpd X 365 days = 146,000 X \$4.71 = \$688.00 X 483 homes=\$332,304
2001	400gpd X 365 days = 146,000 X \$5.18 = \$756.00 X 552 homes=\$417,312
2002	400gpd X 365 days = 146,000 X \$5.70 = \$832.00 X 621 homes=\$516,672
2003	400gpd X 365 days = 146,000 X \$6.27 = \$915.00 X 690 homes= <u>\$631,350</u>
	\$2,678,166

Based on a build-out of 69 lots per year beginning in 1994 after construction is complete. Each home is assumed to average 400 gallons per day for sewage usage.

TOTAL POSSIBLE CHARGES \$ 5,082,816.00

Keys:

Buford (945-6766) Judy Martin City Clerk (5%) tax; Keys are issued to employees the first week of employment; Council does not have Keys to City Hall. No policy on cash drawer.

Gwinnett Co. (822-8811) Debbie & Marge Maryellen Henson (5%) tax; Access to building at time of employment. Council does not have Keys; There is an allowance for shortages in cash drawer.

City of Lilville (963-2414) (Bob Berroni) (5%) tax; access to building at time of employment. Council does not have Keys; There is an allowance for shortages in cash drawer.

City of Norcross (448-2122) Karen Bradley City Clerk (5%) tax; Keys issued only to employees who would need access, but issued at time of employment. Council only has mailbox keys, no Keys to building. Allowances on shortage of cash drawers.

Questions

- 1) 5% tax? - What is the distribution from the county? How much did the city receive? How much sales tax revenue did Gwinnett Co. spend?
- 2) How much allowance for shortages?

South Trust

24.26

**CITY OF SUGAR HILL, GA
ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES**

DATE: Tuesday, October 4, 1994, 7:30 PM

PLACE: Sugar Hill Community Center

ATTENDEES: Councilman Chuck Spradlin
Maron Buice
Frank Free
Gail Kelly
Rebecca Munteanu
Wayne Schumacher
Lari Webster
Tim Pugh

Other attendees were Mayor Webster, Councilman Steve Bailey, Councilman W. J. Dodd, Warren Nevad, Betty Garbutt, Meg Avery, Ken Crowe,

Committee member Rebecca Munteanu was sworn in by Mayor Webster.

Guest speaker Robert Wood, Department of Industry and Trade addressed the committee and the residents. Explained the Department of Industry and Trade has a listing of available buildings and sites in a computer system, and when they get a call, they review their system to see what best fits the needs of the company who is inquiring. He said 95% of their calls are companies looking for an existing building rather than a building site. He said he only has two sites in the system for Sugar Hill, and that we should gather the information together on all available buildings/sites which we have and send to him to be entered into the system. He also said that city leadership and stability in local government is sometimes the decision maker to a company when they are choosing a location.

He was asked how far reaching the system was, and he informed us it was state-wide and not nation-wide.

He said working with the Gwinnett Chamber of Commerce would probably be the most beneficial thing we can do to help our area grow. Many companies go directly to a Chamber for information when seeking a location. Brenda Branch would be the person he would recommend we contact at the Chamber.

Frank Free and Maron Buice said they were Chamber attendees and that the Sugar Hill government did not want to (for the past 20 years) get involved in the Chamber, and that the City has probably been hurt by that. There used to be a similar group called the 550 Club which was local, but that it was not successful. Frank mentioned that there is a fair amount of politics involved in economic development activities, and that is why he recommends we get heavily involved in Chamber activities.

Robert Wood advised us that some of the advantages Gwinnett County and Georgia have above others are -

- New incentive program by the State for a job tax credit. It is 3-tiered. Gwinnett County has a \$500 tax credit per year for five years off fed. tax.
- Investment credits are also available and work best for companies that are expanding.
- The State of Georgia offers a 100% state funded "Quick Start" program. This is a training program and is available through Gwinnett Tech.
- Environmental permits can be turned in 90 days.
- Sales tax exemption (5%) on manufacturing.
- Freeport. Exemption on inventory tax - local - Gwinnett is 100%.
- Transportation good in area.

Gail Kelly mentioned she had read in the newspaper about a possible commuter system that would run through Sugar Hill. Robert Wood said that Wayne Shackelford, DOT would be the person to contact regarding that project.

He said that another good place to start in seeking to expand industry would be to go to our existing companies and find out who their customers/suppliers are and whether or not any of them are looking to expand.

But he stressed again, that working with the Gwinnett Chamber of Commerce would be most beneficial.

He said that our first step is to take inventory of what we have.

He mentioned visiting the Resource Center downtown to educate ourselves on the State's Industry and Trade.

He mentioned that we should possibly sponsor a breakfast for the Chamber.

Robert Wood mentioned our getting involved with GEDA (Ga. Economic Development Association). They meet the 3rd Monday of each month for lunch at the Ga. World Congress Center.

Ken Crowe showed the group the areas available along PIB for commercial development and talked about the availability (or lack thereof) of sewer and services. He answered questions asked by members of the committee on various tracts of land and land use, etc..

Tim Pugh brought up the lack of sewer along PIB.

Warren Nevad said that he would have Ken Crowe keep a list of companies/persons with whom he spoke about possibly locating in Sugar Hill, and that the committee members would be given that information.

Chuck Spradlin said he would try to get a Gwinnett Chamber of Commerce member to come address the committee at the next meeting.

Rebecca Munteanu was named Chairman

Lari Webster was named Secretary

Next meeting to be held November 1, 1994, at 7:30 PM.

We are to have the inventory list for that meeting, and a Chamber of Commerce representative to address us.

**CITY OF SUGAR HILL
COUNCIL MEETING
MONDAY, OCTOBER 10, 1994
7:30 P. M.**

The notice of the meeting was posted at City Hall by 12:00 Noon on Friday, October 7, 1994.

Mayor Gary L. Webster called the meeting to order, led in the Pledge of Allegiance to the Flag and Council Member Steve Bailey led in prayer.

Those present were: Mayor Gary L. Webster, Council Members Steve Bailey, Reuben Davis, W. J. Dodd, and Jim Stanley, Council Member Charles Spradlin was absent due to a death in his family, City Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Director of Development Ken Crowe, Director of Golf Wade Queen, Customer Service Supervisor Margaret McEachern, Waste Water Treatment Supervisor Donna Zinski, Clerk to the City Manager Margie Wilson, City Attorney Lee Thompson, registered guests Lari Webster, Meg Avery, Gail Kelly, Bob Wagner, Kevin Pugh, other interested citizens and representatives from the news media.

Council Member Bailey made a motion, seconded by Council Member Davis to adopt the Agenda. Vote on the motion was unanimous. (4-0)

Council Member Davis made a motion to approve the minutes of the September 12th & 24th meetings. Council Member Bailey seconded the motion which passed unanimously. (4-0)

COMMITTEE REPORTS:

A) PLANNING AND ZONING BOARD, APPEALS BOARD:

Council Member Stanley reported the P&Z Appeals Board met on September 26th to reconsider action on Ceramic Surfaces on PIB. A request from Ceramic Surfaces had been denied earlier regarding parking of trucks on that property. An arrangement has been worked out with Ceramic Surfaces and the trucking company will begin parking on that property. The request for variance was approved, with conditions, by the Board.

At this time, Mayor Webster reported that Council Member Spradlin was out of town attending the funeral of his uncle in Ohio and would return on Wednesday. He reported that the City sent a floral offering to express sympathy from the City to Council Member Spradlin.

B) RECREATION BOARD:

Council Member Davis reported that the department was half way through the softball season and that there would not be a Winter League. A new roof has been placed on the pavilion at the park. The volley ball courts have been completed.

C) BUDGET AND FINANCE:

Finance Director Garbutt reported that the City has a year to date surplus of \$168,598.00 showing 77% of the Budgeted surplus for the year. The Premium Tax is to be mailed out, from the state, on the 15th of this month and is expected to be in excess of \$140,000.00. Property Taxes should be mailed by the end of the month. Director Garbutt expressed appreciation to the City employees for their efforts to get the City through the lean months.

D) SOLID WASTE AND ECONOMIC DEVELOPMENT:

Due to the absence of Council Member Spradlin, there was no report on Solid Waste.

Manager Nevad reported that the Economic Development Commission met on October 4th, and the next meeting will be November 1st at 7:30 P.M.

E) GOLF AND WASTE WATER TREATMENT:

Council Member Bailey reported that October looks to be a good month at the Golf Course. September revenues were up 22% over the same time last year. Sugar Hill Baptist Church conducted a tournament on September 19th which was well attended. There is at least one (1) tournament a week scheduled for the month of October.

The Waste Water Treatment Plant continues to operate well, with only a couple of minor warranty related items still pending replacement or repair. The EPD permit allows 30 milligrams per liter of suspended solids, yet our plant releases only 2 milligrams, far cleaner than the Chattahoochee River.

OLD BUSINESS:

A) UTILITY DEPOSITS REPORT:

Customer Services Supervisor Margaret McEachern reported that staff has prepared an amendment to the City of Sugar Hill Utility Deposit Ordinance. This will help lower the delinquency in utility billing. Gas deposit will be \$150.00 and the water and sewer deposit will remain at \$50.00. She requested that the Council adopt this Ordinance Amendment. Council Member Dodd made a motion to adopt the Ordinance as presented, seconded by Council Member

Bailey and passed unanimously of Council Members present. (4-0)

B) MILL RATE:

Council Member Davis made a motion to officially set the Mill Rate for the 1994 Taxes at four (4) mills. Council Member Bailey seconded the motion which passed by unanimous vote of Council Members present. (4-0)

C) HIGH PRESSURE GAS LINE:

Director Crowe reported that the Staff requested that this item be tabled until such time a 1995 budget work session can be held. Council Member Bailey made a motion to lay this on the table, seconded by Council Member Davis and passed unanimously by Council Members present. (4-0)

CITIZEN'S COMMENTS:

Mr. Bob Wagner spoke on the perspective of the Golf Course as an amateur golfer. He reported on the fact that he felt every thing has been discussed, most of the time negatively, concerning the course except the golfers who use the course. He thinks it is time for the City to put this issue behind everyone and get on with the plans to make the Sugar Hill Golf Course what it can be. He asked that politics stay away from the clubhouse and let the course be used for what it was designed for, GOLF. " When the Audit comes out, get it out in the open, and let the chips fall where they may, and get it over with", said Mr. Wagner.

Mr. Simon Johnson spoke on buying things the City did not need, with money the City could not afford to borrow. He referred to the presentation Council Member Stanley made concerning the finances of the City at the September 12th Council Meeting. He commented on the operations of the Waste Water Treatment facilities and the need for additional capacity, the building of the Golf Course and questioned how the City went from a sound financial condition to being essentially bankrupt, as Council Member Stanley stated, in such a short time. He continued with lengthy, negative comments about the City of Sugar Hill. He gave his opinion as to how the City can make a bad situation better. He also questioned the presence of the City Attorney at every meeting. He suggested maybe increasing the gas rates if more revenue was needed.

Council Member Stanley stated the Waste Water Treatment at the Golf Course was not as expensive as Mr. Johnson stated, and gave the background of why he thought the City should develop the project. He reported had this not been done, the City would have completely run out of capacity for sewerage treatment and would not be able to grow. He agreed that the City has indeed bought things

they did not need with money they did not have. The City has not been able to expand the water, gas, and sewer systems, have cut everywhere that could be cut and still the answers are not simple. The City is growing and the Council, as the municipal governing authority, is responsible to be able to serve that growth.

The Mayor reported that if it is not in the 1995 Budget the City is not going to have it unless it is an absolute emergency.

Mr. Kevin Pugh asked that when the City Officials begin to seek bids for the construction of the Clubhouse at the Golf Course, that only contractors with records of being able to complete a project on time and stay within the contract price be considered. Do everything the officials can to assure the citizens of Sugar Hill that this project will not turn out like the Golf Course did.

NEW BUSINESS:

A) CELLULAR TOWER LEASE AGREEMENT:

Council Member Bailey reported that the Council has had before them a packet from Bell South Mobility concerning locating a cellular tower at the Waste Water Treatment Plant. Council Member Bailey made a motion to authorize Mayor Webster to enter into a lease with Bell South Mobility for that tower contingent upon the attorneys final form on the lease agreement itself. Council Member Dodd seconded the motion which passed unanimous. (4-0)

B) GOLF COURSE CLUB HOUSE:

Mayor Webster stated that this is only for bids on the Clubhouse and that is all, nothing else will be considered at this time, if the Council desires to do so.

Manager Nevad reported on the operations of the Golf Course and reported that it appears that the Golf Course will break even in its second year of operation. Remarkably, this has been accomplished without a clubhouse. A packet has been presented to the Council, with plans, economic summaries and various literature. He requested that the Council make a motion for approval to authorize staff to request bids for construction of a new Clubhouse at the Golf Course. We will have right of refusal and we will advise contractors that bid acceptance is predicated upon meeting bonding, financing requirements. Council Member Bailey made a motion to release for bids, seconded by Council Member Davis. This was discussed by the Mayor and Council with Council Member Stanley stating that he felt that the cost should be determined before it goes out to bid. The pros and cons of this was discussed and Council Member Stanley stated he felt that a smaller Clubhouse would be sufficient at maybe a cost of \$100,000.00 compared to \$600,000.00. After discussion concerning the cost and merits of having the Clubhouse built, the vote on the motion was Council Members Bailey, Davis, and Dodd for and Council Member Stanley

voting against. (3-1)

C) 1995 BUDGET WORK SESSION:

Mayor Webster reported that there would be a Retreat on October 22, 1994 on Finance and Conflict Resolution taught by instructors from the University of Georgia Continuing Education Department. This Retreat will begin at 8:00 A.M. and continue until 4:00 P.M.

The Council decided to hold a Budget Work Session on Saturday, October 29, 1994 at 12:30 P.M.

D) AGENDA RESOLUTION:

Clerk Garbutt reported there has been a request that the Council receive their packets and agendas a week before the regular monthly meeting. A Resolution (see attached) has been prepared to amend the Code to reflect these changes. Council Member Bailey made a motion to adopt the Resolution to amend the Code. There was some discussion on this. The vote on the Resolution was unanimous. (4-0)

E) CITY MANAGER-CITY CLERK ORDINANCE:

Attorney Thompson stated that he had a request from a Council Member to prepare an Ordinance to amend the Charter, concerning the number of Council required to dismiss the City Manager and/or City Clerk. Attorney Thompson read the two (2) Ordinances. After reading and discussion Council Member Davis made a motion to adopt the Ordinance (see attached) amending Section 2-114 on the City Manager. Council Member Bailey seconded the motion which passed unanimously. (4-0) Council Member Davis made a motion to adopt the Ordinance (see attached) amending Section 2-102 on the City Clerk. Council Member Bailey seconded the motion which passed unanimously. (4-0)

F) APPOINTMENT OF P & Z APPEALS BOARD MEMBER:

Director Crowe reported that Mr. Cliff London has resigned his position on the P & Z Appeals Board effective October 15, 1994 for personal reasons and will try to fill the seat at next months meeting. Council Member Stanley made a motion to table this until the next Council Meeting with nominations coming from the Council. The motion died for lack of a second. Council Member Davis made a motion to appoint Dorland Baird to this position, the motion was seconded by Council Member Bailey. There was some discussion on this by Council Member Stanley. Council Member Davis called for the Vote. The vote on the motion was Council Members Bailey, Davis, and Dodd voting for and Council Member Stanley abstaining. The motion passed on a vote of 3 for and 1 abstaining. (3)

G) APPOINTMENT OF ECONOMIC DEVELOPMENT COMMISSION MEMBER:



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PTU 424 L

A decorative border in Art Deco style, featuring geometric patterns in gold, teal, and purple. The border frames a central white rectangle containing the text "THANK YOU".

THANK
YOU

City of Sugar Hill 10-10-94

Warren Neward, City Manager

Gary Webster, Mayor

Betty Lambert, City Clerk

I would like to thank the City of Sugar Hill for using our services to help the city to collect past revenues of utilities and taxes.

I personally would like to thank Margaret McEachern for instituting the process for collections in such a timely manner, but more importantly like to thank Amy Parker for all the work that was necessary in getting the account activators filled out and providing our collectors with additional information to help collect the accounts. As a citizen of Sugar Hill and as your account executive with National Revenue Corporation I thank you.

David Spillton
Sugar Hill, Ga.

Council Member Bailey made a motion to appoint Mr. Tim Pugh to the Economic Development Commission. Council Member Dodd seconded the motion which passed with Council Members Bailey, Davis and Dodd voting for. Council Member Stanley abstained from voting.

(3)

Mayor Webster administered the Oath to Mr. Bob Wood for the Economic Development Commission and Mr. Dorland Baird for the P & Z Appeals Board.

CITY CLERK REPORT:

Clerk Garbutt stated that her office is still working on the tax digest and hopes to have the bills ready for mailing by the end of the month.

Attorney Thompson is still working on the Occupational License Ordinance to be legal by January 1, 1995.

She reported that the employees at City Hall are doing an excellent job and working well together.

She read a Thank You Note from David Singleton of National Revenue Service commending Margaret McEachern and Amy Parker for their efficiency in getting the delinquent collections started.

CITY ATTORNEY REPORT:

Attorney Thompson had nothing to report at this time. His brief will be made in Executive Session concerning litigation.

CITY MANAGER REPORT:

Manager Nevad reported that an ethics code is being prepared for employees. Staff is still working on the 1995 Budget and a new Renewal and Replacement Account is being added. Utility surveys have been worked on. Staff met with Sawnee to discuss the electric change over at the Golf Course. Also we have conditioned Sawnee that the City must have sufficient back-up power at the Waste Water Treatment Plant to meet EPD requirements.

COUNCIL REPORTS:

Council Member Dodd had nothing to report at this time.

Council Member Davis stated he was extremely proud to have a fine gentleman, like Mr. Dodd, working with the Council.

Council Member Bailey echoed Council Member Davis's comments concerning Council Member Dodd and had nothing to report at this time.

Council Member Stanley welcomed a new industry, Craft Custom Cabinets has opened for business off PIB and has become the newest member of our corporate community.

CITIZEN'S COMMENTS:

There were no further comments from citizens present.

Council Member Davis made a motion at 8:29 P.M. to go into Executive Session to discuss possible litigation and personnel. Council Member Dodd seconded the motion which passed unanimously by Council Members present. (4-0)

Council Member Stanley reported that the Council would not enter into Regular Session, to conduct any business, after the Executive Session.

There was a recess taken to allow the citizens to leave.

The Executive Session ended at 10:14 P.M. There was no formal action taken in Executive Session. Council Member Bailey made a motion, seconded by Council Member Dodd to return to Regular Council Meeting. Vote was unanimous. (4-0)

The meeting adjourned at 10:16 P.M. on a motion from Council Member Bailey, seconded by Council Member Dodd and passed unanimously. (4-0)

Council Meeting: October 10, 1994

A. Agenda Item: Request motion for approval by the City Council to authorize staff to publicly request bids for the construction of a 4,800 ft. new clubhouse located at the Sugar Hill Golf Course.

We will advise contractors that bid acceptance is predicated upon appropriate bond financing availability based on legal interpretation of our bond covenant. In the original bond issue, golf course revenues were not pledged as part of the bond refunding.

B. Summary: Staff has prepared the attached summary highlighting the economic benefit of the development of a new clubhouse. We project a gross income impact of \$62,878 with a new clubhouse. Assuming annual debt service of \$60,000 for 10 years, the net income would be \$2,878. Additionally, the "multiplier" effect will provide various intangible benefits to the marketability of the Golf Course and the City of Sugar Hill.

C. Background and Justification: The Sugar Hill Golf Course was opened during the Spring of 1992. After its second full calendar year of operation, we forecast that the Golf Course will at least break even in 1994. This has been accomplished despite the lack of amenities and facilities normally associated with a public golf course. Further, area golf courses are armed with clubhouses to enhance their competitiveness and marketability. Golf Course Director Wade Queen desires to present the Golf Course as a major attraction and benefit to prospective businesses, industries and developers.

Staff believes that we should build a clubhouse prior to the Summer of 1996. Sugar Hill will be "smack in the middle" of the Olympic venue. To illustrate, events are planned for Athens, Lake Lanier, Stone Mountain, Cumming (possibly) and Atlanta. Also, with the widening of Swanee Dam Road and Peachtree Industrial Boulevard, traffic will be increasing drastically.

These above factors will facilitate the introduction of many new golfers at our Golf Course.

The debt service will not be subsidized by taxpayer monies. A construction surcharge fee of \$2 per round and additional concessions should compensate debt service.

D. Alternatives:

The construction of the clubhouse could be accomplished in phases. We could delete the plans for the banquet room that is expected to generate \$ 2,500 annually.

E. Attachments:

1. Impact Summary
2. Cost Benefit Analysis
3. Clubhouse article
4. Preliminary Bond Interpretation
5. Olympic Venue

4800
1200

3600
1200

2400

**Council Report
of the
Sugar Hill Golf Club
&
Waste Water Treatment Plant**

By Liaison Steven C. Bailey, Council Member

October 10, 1994

Golf Course

September proved to be a good month, ending with revenues up 22% over the same period last year. (Actual revenues \$78,548.04 Vs \$61,536.66 last year). October, so far, looks to be good also as compared over the same period last year. Sugar Hill Baptist Church conducted their tournament on September 19th and was well attended. Currently, there is a one tournament per week scheduled for the balance of October.

Waste Water Treatment Plant

The plant continues to operate well, with only a couple minor warranty related items still pending replacement or repair. To give an idea how well it is operating, the EPD permit allows 30 milligrams per liter of suspended solids, yet our plant releases only 2, far cleaner than the Chattahoochee River.

END OF REPORT

AGENDA
CITY OF SUGAR HILL
COUNCIL MEETING
MONDAY, OCTOBER 10, 1994
7:30 P.M.

CALL TO ORDER:

INVOCATION AND PLEDGE TO THE FLAG:

ADOPTION OF THE AGENDA:

APPROVAL OF SEPTEMBER 12, and September 24, 1994 MINUTES:

COMMITTEE REPORTS:

- A) Planning and Zoning Board
- B) Zoning and Appeals Board
- C) Recreation Board
- D) Budget and Finance
- E) Solid Waste and Economic Development
- F) Golf and Waste Water Treatment

OLD BUSINESS:

- A) Utility Deposits Report-Customer Services Supervisor Margaret McEachern
- B) Official setting of Tax Mill Rate
- C) High Pressure Gas Line-Ken Crowe

CITIZEN'S COMMENTS:

NEW BUSINESS:

- A) Cellular Tower Lease Agreement-Council Member Steve Bailey
- B) Golf Course Club House Bids-Wade Queen
- C) Scheduling of 1995 Budget Work Session
- D) Agenda Resolution-Clerk Betty B. Garbutt
- E) City Manager-City Clerk Ordinance-Attorney Lee Thompson
- F) Appointment of P & Z Appeals Board Member-Director Ken Crowe
- E) Appointment of Economic Development Commission Member-Council Member Charles Spradlin

CITY CLERK REPORT:

CITY ATTORNEY REPORT:

CITY MANAGER REPORT:

COUNCIL REPORTS:

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CITIZEN'S COMMENTS:

EXECUTIVE SESSION:

Discussion of personnel and property.

ADJOURNMENT:

AGENDA
CITY OF SUGAR HILL
COUNCIL MEETING
MONDAY, DECEMBER 12, 1994
7:30 P.M.

CALL TO ORDER, PLEDGE OF ALLEGIANCE TO THE FLAG, INVOCATION:

APPROVAL OF AGENDA:

APPROVAL OF NOVEMBER 1994 MINUTES:

COMMITTEE REPORTS:

- A) Planning and Zoning Board
- B) Zoning Appeals Board
- C) Recreation Board
- D) Budget and Finance
- E) Solid Waste and Economic Development
- F) Golf and Waste Water Treatment

CITIZEN'S AND GUESTS COMMENTS:

Kathy Williamson-Kiwanis Presentation

OLD BUSINESS:

- A) Report on Golf Course Club House Bids
- B) 1994 Amendments to Budget
- C) Steven O'Day Contract
- D) Annexation of Scott Huges Property
- E) Discussion on Landfill Court Ruling in relation to completion of Solid Waste Plan
- F) Abandonment for portion of Dispain Road and portion of Millard Duncan Road.

NEW BUSINESS:

- A) Access to City Buildings
- B) Adoption of 1995 Budget
- C) Resignation - Superintendent of Elections

CITY CLERK'S REPORT:

CITY ATTORNEY'S REPORT:

CITY MANAGER'S REPORT:

COUNCIL REPORTS:

CITIZEN'S COMMENTS:

EXECUTIVE SESSION:

- A) Discussion of Personnel and possible litigation

ADJOURNMENT:

*Motion
Dodd - 10:10
2nd Davis -
4 for
1 abstain
Chubb*

*5-0
Bailey
5-0*

**MINUTES
CITY OF SUGAR HILL COUNCIL MEETING
SEPTEMBER 12, 1994**

Notice of the meeting was posted at City Hall by 12:00 Noon on Friday, September 9, 1994.

Those in attendance were: Mayor Gary Webster, Council Members Steven Bailey, Reuben Davis, and Charles Spradlin, City Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Utilities and Development Director Ken Crowe, Golf Director Wade Queen, Street Department Superintendent Danny Pugh, Attorney Lee Thompson, registered guest, Jay and Shirley Lipsey, Ruth A. Bethel, Phylliss M. Strcusbaugh, Lari Webster, David Edwards, Vivian Head, Dodie and Danielle Davis, Richard L. Barnes, J. W. Sechler, Jas. B. McCaller, Gail Kelly, Meg Avery, Kevin Pugh, other candidates W. J. Dodd, Ron West, Tom Wilson, Dorothy E. Hall, other interested guest, and representatives from the news media.

Mayor Webster called the meeting to order, led in the Pledge of Allegiance to the Flag, and asked Council Member Spradlin to lead in prayer.

Mayor Webster appointed Council Member Charles Spradlin to serve as liaison from the Council to the Economic Development Committee.

Council Member Stanley made a motion to adopt the Agenda with a change of moving item F-Preliminary discussion of 1994 Mill Rate under New Business to item A under New Business on the Agenda and move all others down. Council Member Spradlin seconded the motion which passed unanimous of Council Members present. (4-0)

Council Member Spradlin made a motion to approve the August 8, 1994 Minutes. Council Member Bailey seconded the motion which passed unanimous of Council Members present. (4-0)

Clerk Garbutt introduced the Candidates who qualified for the September 20, 1994 Special Election to fill one (1) Council Position. The Candidates drew for the order in which they would address the Council and citizens and were told they would each have three (3) minutes to speak. Those in attendance were Margaret Avery, W. J. Dodd, Dave Edwards, Dorothy E. Hall, Vivian Pass Head, Ron West, and Tom C. Wilson. Mr. David Sayers was absent due to the death of a friend. Each of the candidates present gave a three (3) minute speech on the issues and of their desires and goals for the City of Sugar Hill should they be the winning candidate.

COMMITTEE REPORTS:

Planning and Zoning Board and Zoning Appeals Board

Council Member Stanley reported that the Zoning Appeals

Board met on August 22, 1994 to discuss a variance request from Ceramic Surfaces, Inc. regarding paving of their parking area. There was no representative of Ceramic Surfaces, Inc. present. The Planning Board denied the request, but there has been communication since that time and the request may have to be reviewed later.

Recreation Board

Council Member Davis reported there were 33 SoftBall teams playing in the League which started today, September 12th. Compliments are being received from the players concerning the condition of the fields. Several of the West Gwinnett Soccer Teams are using the facilities at the park. Danny Pugh reported to Councilmember Davis that as of now, if weather permits, the Volley Ball Courts will be completed by the weekend. Prison Crews are being used to cut the grass and clean up around the park. Danny Pugh's crew from the City is cutting the grass around the fence and has distributed the mulch which was left in piles.

Budget and Finance

Finance Director Garbutt reported on the status of the Budget stating that with eight months behind us and 33.4% of the year remaining, we have 37.20% of revenues to collect and 38.20 % of expenses and expenditures to use. Some line items are going over, some of which is due to unbudgeted items. She reported that only one drawdown has been made from the LGIP Funds with \$199,462.84 remaining in the LGIP Fund. The City is managing to "keep their heads above water" due to close scrutiny of paying the bills and watching expenditures. Some departments may have to have funds moved from line item to other line items, but no co-mingling of funds will be done between departments. The strict collection policy in the Utility Department is working well, with a reduction of arrears from July to August of \$59,000.00. The investment of \$2,500.00 to collect delinquent accounts has a 10% return. There will be a request for more information as customers have services turned on. There will be a recommendation made tonight to cut the expenditures by \$198,847.00. This was accomplished with the assistance of department heads working hard to cut out needed items, but agreeing to cut so that the City could have a contingency in the 1994 Budget and have a Budget the City could be proud of.

Solid Waste

Council Member Spradlin reported there has been two (2) hearings on "Motion for Summary Judgment". Judge Bishop turned down a move to strike Sugar Hill's response to their "Motion for Summary Judgment." Judge Bishop granted Robert Remar's move to strike an affidavit filed by the defendants on September 8th, the day before the September 9th hearing.

Discussions with our Attorney indicate a very good chance of receiving a decision in our favor. It could be made in as little as two (2) weeks or could take several months.

The City continues to experience problems with trash collection and Council Member Spradlin suggested that the City take a serious look at the collection contract with Button Gwinnett and consider possible alternate arrangements.

Golf and Waste Water Treatment

Council Member Bailey reported that August receipts at the Golf Course were \$81,176.33. The Golf Course is running about \$75,000.00 ahead on revenues and about \$103,000.00 less expenses, creating a positive variance of roughly \$17,000.00 instead of a projected loss of about \$161,00.00 year to date. All sod-related cost have not been paid, but there should be a good year-end report.

Beer sales began on Friday, August 26th and is running about \$75.00 per day on Tuesdays and Wednesdays and \$150.00 per day Thursday thru Saturday.

The Kiwanis Club of North Gwinnett held their Second Annual Golf Tournament on August 31st, with approximately \$3,500.00 in revenue for the City. There were 80 players in the tournament.

The first five (5) days in September yielded \$25,000.00 in revenues.

Staff and Council Member Bailey reminded Mayor and Council that the construction of the Club House must be addressed. The opening of several area clubs will impact the marketing and future viability of the City of Sugar Hill Course. The Club House will be paid for either by construction or by loss of customers and tournaments.

The Waste Treatment facility is running well and operating within the EPD regulations. The Hillcrest Interceptor Sewer Line Extension will be discussed later tonight. Funding of this construction will be by the GEFA Loan of about \$60,000.00 additional indebtedness.

A break was taken, at 8:35 P.M., for ten (10) minutes to work on the sound system.

OLD BUSINESS:

A) Report on Election:

Clerk Garbutt reported that the Election to fill a seat on the Council will be held on September 20, 1994 from 7:00 A.M. to 7:00 P.M. There are eight (8) candidates vying for the one (1) seat.

The Referendum on the ballot will read:

"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 \$2,000.00 of the assessed value of a resident's homestead for residents of the City of Sugar Hill who

are 65 years of age or over?"

All persons desiring to vote for approval of the Act shall vote "yes", and those persons desiring to vote for rejection of the Act shall vote "no".

B) Utility Deposit Report:

Manager Nevad reported on the research done by staff concerning Utility Deposits. Staff will prepare an Ordinance for consideration by Council. Highlights of the recommendations are:

1. Homeowners would be eligible for deposit return after 18 months of satisfactory payments.
2. Renters would not be eligible.
3. New deposits would be placed in escrow, earning the appropriate interest rate.

During discussion Council Member Bailey made a motion to raise the Gas Deposit to \$150.00 and leave the Water Deposit at the same rate. Motion was seconded by Council Member Stanley and passed on a vote of 4-0.

C) Report on Community Correction Corporation Contract:

Attorney Thompson reported on the memo sent to Council and a Resolution authorizing the Judge to enter into the contract with Community Correction Corporation for collection of fines imposed on violators coming before the Judge.

Council Member Spradlin made a motion to authorize the Judge to enter into the Contract. The motion was seconded by Council Member Bailey, discussed, and passed on a vote of 4-0.

D) Report on Speed Hump request:

Street Superintendent Danny Pugh reported that requests for Speed Humps on Forest Green Drive and Sugar Creek Drive were both denied due to the fact that there has to be 70% of responses in favor of the request. Only 65% was received on Sugar Creek Drive and only 63% received on the first request from Forest Green Drive residents and only 33% received on the second request from Forest Green Drive residents.

E) Report on Water Service to School:

Utility Director Ken Crowe reported that Staff has met with Mr. Herb Feldman of Gwinnett County Public Utilities. He reported that Mr. Feldman stated that Gwinnett County is willing to install a portion of the line at this time and service Sugar Hill Elementary School off that section. They will require written permission from the City to serve the school site. No other sites will be serviced without written permission from the City. Mr. Crowe recommended this action be taken.

Council Member Spradlin made a motion to allow Gwinnett County to service the school. Council Member Bailey seconded the motion

and after discussion the motion passed on a vote of 4-0.

F) 1994 Budget Amendment and Ordinance:

Manager Nevad reported that at the Budget Work Session held on August 27th, staff recommended cuts in the amount of \$183,000.00. Manager Nevad expressed his appreciation to the department heads for their cooperation in working to cut the Budget.

The Budget package contains Budget summaries by fund and department which includes the Budget Amendment of \$198,847.00. As of this date, we are operating with a deficit of \$55,674.00. With the proposed adjustments our 1994 Budget will have a contingency of \$143,173.00. Levels of service will not be adversely affected. He recommended adoption of Ordinance 94-1-Amend.

Council Member Bailey made a motion to adopt the Ordinance, seconded by Council Member Spradlin. After discussion among Council concerning the amount of contingency and the difference in figures of Council Members Bailey and Stanley with staff, the motion passed with a vote of 4-0.

Council Member Spradlin stated that he has three (3) different issues he would like to address concerning more cuts to the Budget.

1. Council Member Spradlin made a motion to abolish the office of City Marshall. Council Member Stanley seconded the motion. This was discussed at length by Council Members. There was concern over who would enforce Ordinances and License violations. The pros and cons of the office was discussed between Council Members Stanley and Bailey, but Council Member Stanley continued to return to the fact that the 1994 Budget has to be cut if the City is going to end the year without serious stress. Council Member Stanley recommended that the enforcement of the Ordinance on Beer and Wine be transferred to the City Manager. The annual cost of this line item was estimated at \$40,000.00. Council Member Davis stated that the City would have the \$40,000.00 had they not passed the Audit of the Golf Course. The vote was a tie with Spradlin and Stanley voting for and Bailey and Davis voting against. Mayor Webster stated let the record show that the Mayor was in favor of the abolishment of the City Marshall's position. The motion passed with a vote of 3-2. Time frame was discussed. Manager Nevad recommended anywhere from 30-60 days. After more discussion Council Member Stanley made a motion to take action effective immediately with two (2) weeks severance pay. Council Member Spradlin seconded the motion and after more discussion among Council concerning any legal documents, the vote on the motion was Spradlin and Stanley for and Bailey and Davis against. The Mayor stated for the record to show that the Mayor was in favor of the motion which passed on a vote of 3-2.

2. Council Member Spradlin made a motion that in the interest of Budget cuts that the Post Office be dissolved. This motion died for lack of a second.

3. Council Member Spradlin made a motion to discontinue the maintenance of State Right-of-ways effective immediately. He felt this is the responsibility of the State. This motion died for lack of a second.

Council Member Davis made a motion that the Cellular Phone used by the Mayor be turned back into the City. He stated that it would help the Budget a little. This was discussed with Council Member Bailey seconding the motion. After more discussion, the vote was a tie with Council Members Bailey and Davis voting for the motion and Council Members Spradlin and Stanley voting against. The Mayor abstained from voting. The motion failed with a tie. Council Member Davis stated he would make the motion again next month.

G. High Pressure Gas Line Report:

Ken Crowe referred to the memo in the Council Packet concerning the High Pressure Gas Line. The engineering report has been completed. He reported that they would be meeting next week with DOT to discuss concerns DOT has as to where the lines are going to be located. The cost is approximately \$80,000.00 above the budgeted figure. MGAG is willing to make some low interest short term notes. He stated that he is not willing to go to bid until all permits are in. He gave a complete report on all the figures for expenses and fees. He believes that these are improvements which we will have to make, and he will be glad to answer any questions. Council Member Stanley made a motion to table this until the 1994 Mill Rate is discussed. Council Member Bailey seconded the motion which passed on a vote of 4-0.

H. Hillcrest Interceptor Sewer Line Extension:

Ken Crowe addressed the Hillcrest Interceptor Sewer Line Extension. He explained this in detail for the Council, reminding the Council they authorized a change order which did not contain any easement acquisition at a figure of \$58,081.70. He feels that parcels near this lift station are going to begin development soon. He gave figures concerning repairs and upgrading. There must be decision forth coming on this issue. Council Member Stanley made a motion to table this until the 1994 Mill Rate is discussed. Council Member Spradlin seconded the motion which passed on a vote of 4-0.

CITIZEN'S COMMENT:

Mr. Tim Pugh questioned the abolishment of the City Marshall's position. He stated if the position was going to be abolished why did the Council buy a new car for the Marshall earlier in the year. Is there not enough insight before making decisions? Where did the money come from for the car? How will it be disposed of and how will the City recoup the money? There were several options given

by the Council Members as to how the car would be disposed of or used by the City. He feels like we have Crisis Management in the City.

Mrs. Nighta Davis asked why all communication with Mr. Steven O'Day is limited to Council Member Spradlin and Stanley. She asked why Council Members Bailey and Davis are left in the dark concerning this issue. She asked several question concerning the law suit and those who are privileged to information and those who are not. Council Member Spradlin stated that he reports on Solid Waste. Manager Nevad reported that each Council Member has copies of all correspondence received concerning this topic since his arrival.

Mrs. Gail Kelly expressed concern over the candidates who do not attend meetings, but came to this meeting because they are running for office.

Mr. Rick January stated his concern over the referral to the landfill by some of the candidates. He understands that the only thing in court concerning the landfill is the current contract. If that contract were found null and void another contract could be drawn and the landfill is still very much an issue. He commended Council Member Davis for finally making a motion, this was discussed.

Mr. Kevin Pugh stated his concern over news articles where other things were pointed out other than issues by the candidates. He asked the candidates to stick to the issues, keep a low key, let the citizens make their choices without smash and bash tactics.

Mrs. Rose Payne stated that she and her daughters toured the Waste Water Treatment Plant and how impressed she was with the method used to treat wastewater. She wanted to know if the City is asking enough for tap fees to the new sewer facility.

Mr. Ken Sackmart stated that the people in attendance have made snide remarks and been very unprofessional and that they have been rude and he is tired of it and wants it to stop.

A) PRELIMINARY DISCUSSION OF 1994 MILL RATE:

Council Member Stanley reported he has good and bad news for the citizens of Sugar Hill. He stated that the Council made some bad decisions last year. They ignored the people in opposition to the landfill expansion and approved a restated agreement for the construction of a major regional landfill in Sugar Hill. The restated agreement stated that the City would be paid a percentage of the fees paid for dumping garbage into the landfill. The landfill would make an advance payment of at least \$25,000.00 each month. He explained the procedures in this agreement. He stated that the interests of the landfill proponents have been thwarted

and the citizens have fought the landfill to a stand-still. They have alerted the public to what is going on. They have the support of Gwinnett County, Buford, and the National Park Service in opposing the Landfill. In his opinion, the obstacles to the landfill are insurmountable, and the remaining concern is to make the way through the legal process of voiding that restated landfill agreement without incurring unacceptable cost and liabilities to the City and citizens. The other concern is to adjust the Budget and Financial Plan to reflect the fact that there will be no landfill revenues. The former Council presented a 1994 Budget with revenues of \$300,000.00 from the landfill and reduced the Mill Rate to 4 mills for 1993 taxes. In the previous 13 years the average of the mill rate was 7.73. He explained the computation behind this figure. The mill rate continued to drop because of the revenues from the private landfill company. The landfill which would have lasted the City of Sugar Hill for 20 years was filled up in two (2) years with someone else's garbage.

This Council has impounded all of the advance payments, they are in an escrow account and will be refunded to the landfill company when the landfill agreement is voided. The former council also did not make an adjustment for the proper changes concerning water metering. The City is going to have to start paying for water which was not previously metered which will be approximately \$204,000.00 additional per year. The millage rate has to be set, and by State Law we have to have a balanced Budget. The year began with a small contingency of \$117,000.00. At the beginning of the year \$300,000.00 was impounded by this Council for the sanitation fees paid by the landfill company. The Council has worked diligently to cut the Budget in February by \$122,670.00 and tonight have cut another \$198,000.00. There have also been some unbudgeted items paid for in the amount of thousands of dollars. The City is expected to have some additional funds in the Gas Department, but not positive variances in the other departments. If the Budget at the first of the year was valid, and these figures are correct there will be a negative variance of \$170,00.00 at the end of the year and state law requires a balanced Budget. This Council inherited a City which was essentially bankrupt. If the City is going to function with a sound financial policy, then it is appropriate that we have some reserves. There are three (3) kinds of reserve, (1) Capital Improvements, two (2) were tabled tonight, the extension of gas lines and sewer lines. The City must look to the future, at least five (5) years, and set revenues at a level where we can fund the capital items, there appears to be \$700,000.00 in unfunded capital improvements. (2) Operating contingencies should be funded because there are always emergencies. The City needs a 90 day reserve in operating contingencies. The City is on tract for over a \$6,000,000.00 Budget and has no contingencies to finance a 90 day reserve. (3) The City needs a reserve to guarantee debt service. The City has incurred debt which it can hardly pay. Things have been bought which we did not have to have with money we could not afford to borrow. Today we have debt service requirements of \$700,000.00 a

year. In the past the City has had in reserve a years debt service, which could be used for no other purpose. The debt has been refinanced and removed the restrictions on the Sinking Fund Reserve. Nearly half of that reserve is gone, the money was used to pay other debt, such as the Golf Course contractor and other short falls as the year passed. In summary, it is not expedient to whittle away at fat, there cannot be enough Budget cuts to take care of the short fall. The tax mill rate has to be raised. Council Member Stanley recommended that the tax mill rate be raised to 8 mills to restore to the level it was before the landfill issue. It will cure the deficit but will not solve the problem. This was discussed at length by the Council, and Council Member Bailey questioned where the additional funds needed were coming from. Council Bailey commended Council Member Stanley for the thorough presentation he made tonight. Council Member Stanley stated that citizens should be willing to pay for quality service, but do not want tax dollars wasted. Many pros and cons were discussed between some citizens and the Council. Council Member Davis asked, Where do we really stand? Council Member Stanley stated that all figures are estimates and no one can give true figures until the year end. They discussed different expenditures and expenses, especially the Golf Course and Wastewater Facility Audit.

The date of September 24, 1994 at 10:00 A.M. was set as a date for the Public Hearing for setting the Mill Rate for 1994 on a motion by Council Member Bailey, seconded by Council Member Spradlin. Motion passed 4-0.

B) Presentation of collection of trash:

Street Department Head Danny Pugh, presented the following recommendation.

1. Trash will be picked up on Monday and Tuesday only.
2. Limbs will be chipped on Wednesday.
3. Limbs will be no longer than 4 inches in diameter or length.
4. One pick-up a week for no charge.
5. Additional pick-up per week at \$5.00 each.

Council Member Stanley made a motion to adopt the policies and procedures on limbs, brush, leaves, and grass clippings as written with the exception of additional pick-ups at \$25.00 each. Council Member Bailey seconded the motion which passed on a vote of 3-1. Councilmember Davis voted against the motion.

C) Setting Work Session for 1995 Budget:

Council Member Bailey made a motion to defer the Work Session on the 1995 Budget until after the October Council Meeting. Council Member Stanley seconded the motion which passed 4-0.

Council Member Spradlin made a motion to table items G and H under Old Business until the 1994 Mill Rate has been set. Motion was seconded by Council Member Bailey and passed on a vote of 4-0.

D) City Attorney Fees:

Council Member Spradlin stated that he asked staff to investigate Attorney fees for discussion, but found that the City Attorney was below any other fees surveyed. Council Member Stanley suggested that maybe the attorney should not attend every Council Meeting. This was discussed.

E) Appointment of Recreation Board Member:

Council Member Davis reported the Recreation Board has been operating with 4 members and needs the 5th member to be appointed. He recommended that Mr. Roland Reed be appointed on the recommendation of Board Member Jack Roberts. The motion was seconded by Council Member Spradlin and passed on a vote of 4-0.

F) New Utility Disconnection Policy:

Council Member Spradlin recommended that an Ordinance (see attached) be passed to reinforce the disconnect policy. He stated that he has worked with staff to finalize. He wished to raise the reconnect fee to \$50.00 with the penalty fee at 25%. He made a motion to that effect, which was seconded by Council Member Bailey. This was discussed by Council. The Clerk explained the current policy on making arrangements with customers to clear up the delinquent accounts. Council Member Stanley stated that he has a problem with the 25% penalty fee. He feels that 10% to 15% is a reasonable fee. This was discussed further between Council Members.

Council Member Spradlin stated that for this reason, he drew up two (2) Ordinances. Vote on the motion was Bailey and Spradlin for and Davis and Stanley against. The Mayor broke the tie with a no vote and the motion failed. Council Member Spradlin made a motion to adopt the Ordinance with a 10% penalty. Council Member Bailey seconded the motion which passed with Council Members Bailey, Spradlin, and Stanley voting for and Council Member Davis voting against.

G) Appointment of Election Manager:

Clerk Garbutt reported that pursuant to the Georgia Municipal Election Code and the Rules of the State Election Board Section 21-3-32, Section 21-3-33, and Section 21-3-282 the governing authority of the City of Sugar Hill shall appoint the following Poll Officers.

The Election Superintendent recommended the following appointments.

Election Manager: Mrs. Michelle Manfredi
Absentee Ballot Clerk: Ms. Shirley Gibbs
Clerks: Eight (8) in number

There was discussion as to the appointment of Mrs. Manfredi, due to former election commitments and also the compensation was discussed. After discussion Council Member Davis made a motion to appoint these officers, Council Member Bailey seconded the motion. The motion passed with Council Members Bailey, Davis, and Stanley voting for. Council Member Spradlin abstained from voting.

DIRECTOR OF GOLF REPORT:

Director Queen stated Council Member Bailey gave a golf report and he had nothing further to report, unless there were questions. Director Queen was commended for a job well done and given a round of applause.

CITY CLERK'S REPORT:

Clerk Garbutt reported statements for taxes not on previous digest are being billed. The Tax Digest is ready and will be given to TBS when the 1994 Mill Rate is set. Gwinnett County needs the Mill Rate by September 26, 1994. The new Business License Ordinance must be ready by January 1, 1995. Attorney Thompson is working on this also. There has been a reorganization of the office staff and everything is working out well. Clerk Garbutt reported that overall there are good employees working for the City and she is proud to be a part of them. She stated that the Council needs to pass a Resolution to add two (2) line items to the Golf Course Budget for the revenues and expenses of beer.

Council Member Spradlin made a motion to approve the Resolution to add the line items to the Budget. Council Member Bailey seconded the motion which passed on a vote of 4-0.

CITY ATTORNEY'S REPORT:

Attorney Thompson reported that he would work with Clerk Garbutt in preparing the Ordinance for regulation of Occupational Taxes.

In reference to the Council's last condemnation action on the Sewer Line Project, the Jury awarded Mr. Robinson \$16,500.00. He recommended that they pay the award. Council Member Stanley made a motion to accept the judgment of the court and end this by paying the award. Council Member Bailey seconded the motion which passed on a vote of 4-0. Council Members Stanley stated this is another unbudgeted item.

His office is still working on updating the Personnel Policy.

CITY MANAGER'S REPORT:

City Manager Nevad reported that he, Clerk Garbutt, and Department Heads are working on the 1995 Budget. Customer Service is being reviewed, recycling is being worked on. Staff applied for a \$87,000.00 bike path grant from DOT. Also, we will apply for a \$10,000.00 DCA grant to fund curbside improvements at Robinson Park. He met with Gwinnett County Utilities Director Herb Feldman along with other City employees concerning the school water project to discuss allowing the County to service the school. He does not feel that a \$170,000.00 capital expenditure is justified by \$12,000.00 in revenues. He reported on Gas Line improvements, the Golf Course Club House cost benefit study is being done by he and Golf Director Wade Queen and reported the Street Department has requested 14,815 feet, on 9 streets, of road resurfacing in 1995 from DOT LARP, and will prepare a 5 year roll over capital improvement plan.

COUNCIL REPORTS:

All Council Members again expressed their pleasure at having Clerk Garbutt and Manager Nevad working for the City. They were given a round of applause.

Mayor Webster asked that citizens vote for the candidate of their choice, but at all cost be sure to vote.

CITIZEN'S COMMENTS:

Mrs. Meg Avery expressed appreciation to Manager Nevad for acting so quickly on the information she gave him regarding the bike grant. She gave him the information on August 9th and the application had to be in by August 15th. She reported that Sugar Hill is one of the three (3) cities in Gwinnett County which is available for the grant. She thanked the citizens of Sugar Hill for their kindness to her over the past weeks. She stated that she hopes Sugar Hill will have the largest voter turnout in history on September 20th.

Mr. Rick January hopes that the City will afford Mr. Robertson all the assistance they can provide in obtaining a new position. He asked that maybe the consideration of a club house at the Golf Course might be run by a private concern. He was assured that the possibility of that idea is being looked into.

Mr. Herb Payne expressed his disapproval of the 25% late penalty, but was told by Council that the late fee was left at 10% and not moved to 25%. He misunderstood this issue. He felt that the City Marshall should have two weeks to get everything in order and then 2 weeks severance pay. He thanked the candidates for coming tonight and asked that the citizens get out and vote. He stated that last year Council Member Bailey said the City was in financial trouble, but later returned to say the City had

sufficient funds. He stated that it is clear that the previous Council had placed all their rotten eggs in one basket which was the landfill. He feels that gross errors in judgement were made and its treatment of the citizens. The previous Council made gross errors in the handling of all the conditions concerning the landfill and reduction of the mill rate and he is proud of the Council tonight when they, in unity, want sound fiscal footing for the City of Sugar Hill. He feels like it will be a rocky road, but with honesty, sincerity and unity he feel sure the Council can win the confidence of the citizens. He applauds the Council for their concern for the citizens of Sugar Hill.

Mrs. Nighta Davis expressed her opinion on the former Council and Finance Director and their competence stating that the citizens need the facts and figures and not a lot of smoke screens.

Council Member Bailey made a motion to adjourn at 10:26 P.M. The motion was seconded by Council Member Davis and Stanley and passed on a vote of 4-0.

PLANNING AND ZONING BOARD OF APPEALS
MONDAY, SEPTEMBER 26, 1994
7:30 P.M.

M I N U T E S

Pledge to the flag.
Meeting called to order at 7:30 p.m.

Attendance

Present: Chairman Ed Phillips, Boardmembers Rick January,
Cliff London, Michael Fogarty & Liaison Jim Stanley.
Absent: Vice Chairman Kevin Pugh.

Reading and Approval of Previous Minutes

Mr. London makes a motion to approve the August 22, 1994 minutes.
Second to the motion Mr. Fogarty. Vote unanimous.

Variance Request

94-658 Ceramic Surfaces, Inc., of 201 Peachtree Industrial
Boulevard.

Mr. London questions Mr. Phillips if this variance can be
resubmitted? Mr. Phillips states that it can be re-submitted or
they can chose to stick with the motion of denial.

Mr. January makes a motion to rescind the motion of denial for
variance request 94-658 in order for Mr. Hillman to resubmit and
to explain his reason for this variance request. Second to the
motion Mr. Fogarty. Vote unanimous.

Lengthy discussion held on this matter.

Mr. London makes a motion to allow the issuance of a Temporary
Special Use Permit for a temporary office facility to expire in
one year (September 26, 1995) with the following conditions;

- If no grading is needed in the fenced in area (Ken Crowe -
Director of Planning & Development will meet on site with
Mr. Hillman to determine if grading will be needed), then a
minimum of 6" crusher run gravel is to be installed and
maintained through the term of the variance. Gravel is not to
exceed the limits of the current fence line.
- Any business operated in this area must obtain the necessary
business license. Truck storage is not to exceed a maximum of
80 units (being 40 tractors and 40 trailers) at any one given
time.

P & Z BOARD OF APPEAL
MONDAY, SEPTEMBER 26, 1994
7:30 P.M.
MINUTES
PAGE 2

- No overnight parking of hazardous materials or residue.
- Applicant must come back before the Planning and Zoning Board of Appeals at the September 1995 scheduled meeting to address the status of this temporary exception.

At the discretion of this Board and contingent to this approval, Mr. Hillman understands that as a professional business owner, it is his responsibility to research the city's permit procedures for day to day business operation as well as land disturbance and construction activity. Any other development or alterations made other than what is specifically noted in the above conditions must be permitted and comply with Development Regulations and City of Sugar Hill Zoning Ordinance requirements (Meaning if required; plan submittal, and approvals from State Soil & Water Conservation Committee, Health, Fire, Water, & Gas Department approvals, illumination of parking area and etc.).

Second to the motion Mr. Fogarty. Vote unanimous.

Adjournment

Mr. Phillips makes a motion to adjourn. Second to the motion Mr. Fogarty. Vote unanimous.

Meeting adjourned 10:05 p.m.

Kimberly B. Sanders

September 1994 Revenue Expense Report by Dept .

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	878,733	351,285	40.0%	(527,448)
Exp.	690,648	591,403	85.6%	(99,245)
Net Income	188,085	(240,118)	-127.7%	(428,203)
2) Inspec.:				
Rev.	74,000	70,199	94.9%	(3,801)
Exp.	59,078	51,075	86.5%	(8,003)
Net Income	14,922	19,124	128.2%	4,202
3) Street:				
Rev.	72,800	55,840	76.7%	(16,960)
Exp.	229,346	155,173	67.7%	(74,173)
Net Income	(156,546)	(99,333)	63.5%	57,213
4) Sanitation:				
Rev.	405,158	294,546	72.7%	(110,612)
Exp.	324,905	285,994	88.0%	(38,911)
Net Income	80,253	8,552	10.7%	(71,701)
5) Gas:				
Rev.	2,166,079	1,643,427	75.9%	(522,652)
Exp.	1,678,244	899,965	53.6%	(778,279)
Net Income	487,835	743,462	152.4%	255,627
6) Water:				
Rev.	702,744	490,265	69.8%	(212,479)
Exp.	677,735	527,046	77.8%	(150,689)
Net Income	25,009	(36,781)	-147.1%	(61,790)
7) Sewer:				
Rev.	623,118	375,090	60.2%	(248,028)
Exp.	884,802	621,988	70.3%	(262,814)
Net Income	(261,684)	(246,898)	94.3%	14,786
8) Golf:				
Rev.	690,343	609,881	88.3%	(80,462)
Exp.	849,167	589,291	69.4%	(259,876)
Net Income	(158,824)	20,590	-13.0%	179,414
Total Income	219,050	168,598	77.0%	(50,452)

Rev 3,890,533
Exp - 3,721,935

1) Admin
2) Inspec

ORDINANCE AMENDMENT

The Council of the City of Sugar Hill hereby ordains that Chapter 25, Article 3, Section 25-52 of the Code of Ordinances of the City of Sugar Hill, Georgia, be Amended.

Sec. 25-52. Gas and Water Deposit Fees.

(a) \$150.00 Deposit for gas service.

(b) Homeowners would be eligible for deposit credits after 18 months of satisfactory payments. Homeowners with more than three delinquent payments in that time period would have to begin another 18-month period. The deposits will be a credit to the Customer's Utility Account.

(c) Renters, would not be eligible for deposit credits unless they move out of the City. The deposits will be applied to their Final Billing, and if they have a credit balance, then at the time the Final Billing is processed a check will be mailed.

(d) New deposit monies would be placed in an escrow account, earning appropriate interest.

(e) Above policy affects new customers upon effective date.

IT IS SO ORDAINED this 10th day of October, 1994.

Council Member

Council Member

Council Member

Sec. 25-52. Gas and Water Deposits Fees. (continued)

IT IS SO ORDAINED this 10th day of October, 1994.

Council Member

Council Member

ATTEST:

City Clerk

APPROVED BY:

MAYOR

This ____ day of _____, 1994.

Delivered to the Mayor: _____ . Received from the
Mayor: _____ .

ATTEST:

City Clerk

City of Sugar Hill
Current 1994 Tax Digest and 5-Year History of Levy

CITY	1989	1990	1991	1992	1993	1994*
Real & Personal (\$)	\$34,333,000	\$41,481,000	\$63,436,000	\$72,414,000	\$79,281,152	\$93,234,240
Motor Vehicles						
Mobile Homes						
Timber - 100%						
Heavy Duty Equipment						
Gross Digest (\$)	\$34,333,000	\$41,481,000	\$63,436,000	\$72,414,000	\$79,281,152	\$93,234,240
Less M&O Exemptions	\$1,928,000	\$5,436,000	\$2,681,000	\$3,142,000	\$3,521,504	
Net M&O Digest	\$32,405,000	\$36,045,000	\$60,755,000	\$69,272,000	\$75,759,648	
Gross M&O Millage	6.5	6.0	6.0	4.0	4.0	
Less Rollbacks						
Net M&O Millage	6.5	6.0	6.0	4.0	4.0	
Net Taxes Levied	\$210,633	\$216,270	\$364,530	\$277,088	\$303,039	
Net Taxes \$ Increase	\$32,056	\$5,637	\$148,260	(\$87,442)	\$25,951	
Net Taxes % Increase	1.80%	2.68%	68.55%	(23.99%)	9.36%	

*The 1994 millage rate is proposed @ 4 mills. This will be officially set in October 1994.
 The Digest has not been completed for 1994.

CONSTITUTION 9-30-94 GW EXTRA

9/30/94

10/6/94

*Motion
Down
Bill*

RESOLUTION
NO: MILLRT94

Resolution

AN ORDINANCE TO OFFICIALLY SET THE MILLAGE RATE FOR THE 1994 TAXES FOR THE CITY OF SUGAR HILL.

WHEREAS, the Council of the City of Sugar Hill must set a mill rate for the 1994 Taxes and

WHEREAS, the Council met in a Public Hearing on September 24, 1994, at the North Gwinnett High School Auditorium and proposed a Mill Rate of four (4) mills.

NOW, THEREFORE IT BE RESOLVED that the Mill Rate be set at four (4) mills for the calculation of property and ad valorem taxes for the 1994 tax year.

Council Member

Council Member

Council Member

Council Member

Council Member

Received by the Mayor: _____

Returned by the Mayor: _____

Attest:

Mayor

City Clerk

Impact of New Clubhouse

ADDITIONAL REVENUE:

1) Concessions: Food & Beverage	\$42,738	
2) Banquet Room	2,500	
3) No Rent for trailer	4,740	
4) Construction Surcharge \$2 per round	42,900	
5) Total Projected Revenue	\$92,878	
ADDITIONAL EXPENSES:		
6) Inventory	20,000	
7) Utilities	10,000	
8) Total Projected Expense	\$30,000	
9) Net Impact		62,878
10) Projected Annual Debt Service		60,000
11) Net Impact		\$2,878

MEMO: 94-017

TO: Wade Queen - Director of Golf
FROM: Warren P. Nevad - City Manager
RE: CLUBHOUSE CONSTRUCTION
DATE: September 6, 1994

In order for us to build a new clubhouse, we need the following cost benefit studies;

1. Projected calendar year net income for beer sales.
2. Total projected rounds played for the last 12 months.
3. Proforma budget assuming a new clubhouse is built.
(Subtracting current rental on mobile trailer)

We need to evaluate our present bond covenant to determine if we can issue a revenue bond to build our clubhouse. By accomplishing step #'s 1, 2, & 3 we can present a revenue financing program to bond investors.

Wade, I believe that a sound financial program of the clubhouse will allow us to request a motion to advertise for bids to built the clubhouse subject to a revenue bond financing program which is not supported by tax dollars.

Please have this report ready by the October meeting.

cc: Mayor and Council Members

MEMORANDUM

TO: Warren P. Nevad, City Manager
FROM: Wade Queen, Director of Golf
RE: Clubhouse Construction
DATE: SEPTEMBER 7, 1994

In answer to your memo of 9/6/94, the projected calendar year net income on beer sales is \$10,400.00. Based on current sales this figure could be considerably higher, if the clubhouse is built.

The projected number of rounds for 1995 will be approximately 21,420 rounds. This is a small increase due to the number of new courses opening for 1995.

I feel a reasonable budget for the 4,800 sq. ft. clubhouse that has been designed would be \$400,000.00. Based on a 10 year loan at 8.5% interest, the principal and interest would be \$60,000.00 annually.

Based on a recent survey by the National Golf Foundation, the median percentage of total revenue produced from merchandise is 9%. The median percentage of total revenue on food and beverage sales is 11.4%. Should we increase our revenue to this point we would produce an additional \$32,338.17 in revenue. In addition, beer sales should provide a minimum of \$10,400.00.

The savings from the rent of the present clubhouse would be \$4740.00. Rental of the banquet room, rented 10 times per year at \$250.00 per rental should produce a minimum of \$2500.00 per year.

Rates could be increased \$1.00 per round for a total increase in revenue of \$21,450.00.

After having talked with the City auditor, I do not feel we have much hope of being able to finance the clubhouse through the use of bonds. I feel sure there are other means of financing of which I have no knowledge. The example that I used is based on conventional financing.

If I can be of further help, please let me know.

Operating Data



Revenues

	SUGAR Mill Through Aug 1994	Total (in thousands)	Projected Through Dec. 1994
		Climate Region	
Bottom 25 Percent	\$539	535,586	720,000.
Median	\$830		
Top 25 Percent	\$1,276		
Top 5 Percent	\$2,973		

Distribution By Category / Median (as a percentage of total revenues)

		Climate Region
Green Fees/Guest Fees	35.5%	62.25%
Annual Dues/Passes	10.4%	0
Golf Car Rentals	24.8%	25.25%
Golf Range (Ball Rent)	2.0%	2.85%
Merchandise Sales	9.0%	3.81%
Food & Beverage Sales	11.4%	4.78%
Other	7.0%	1.06%
		Projected Sales 1994 \$29,517,94
		" " " 33,590,52
		Total \$63,108,46

Projected sales at median percentage total 140,829.9
 Projected Increase in Revenue \$2,338.17

InterOffice Memo

To: Mayor and Council
From: Steven C. Bailey
Date: July 30, 1994
Subject: Article on Golf Clubhouses, electrical service provider

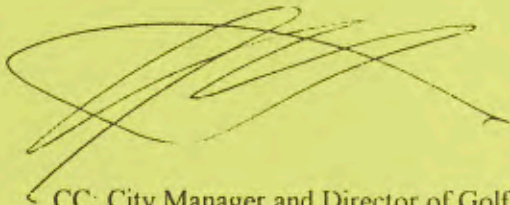
Attached is copy of an interesting article that appeared in the July '94 edition of the *GOLF Inc.* publication. The article, Clubhouse Dollars & Sense by Irving Schwartz details quite adequately the need, marketing impact, and economic benefits of a clubhouse, an issue I'm sure we all agree that needs to be addressed.

However, in the light of a recent negative ruling concerning the provider of electrical service at the Golf Course and Waste Water Treatment Plant, we will face possibly even more negative economic impact from their operation if we are required to procure a generator or incur higher than budgeted electrical costs. An issue that could have been possibly have been adverted if the club house was already present.

Knowing that we lack the economic means to fund any type of construction in the near future, I invite your suggestions to how we can fund the needed construction including further exploration of suggestions made by the Golf Round Table this past April.

Look forward to your responses.

Cordially;



CC: City Manager and Director of Golf

PUBLISHER'S PAGE

ALAN CRITTENDEN

PUBLISHER'S REPORT

Rounds are Up....with Good Management

If your rounds were higher in 1993 than in 1992, then you qualify as a good golf course manager. Almost all of the big managers and owners of multiple courses report an increase in rounds during 1993 over 1992. The one exception showed rounds exactly the same but with a big increase in green fees.

Yet the National Golf Foundation (NGF) poll of golfers shows play flat or down in 1993 from 1992. What gives? With a 2% increase in the number of courses, the number of rounds per average course should drop 2%. NGF's spot checked some facilities and found that to be true.

The answer to this conflicting report has to be professional management. The big owners and managers control less than 5% of U.S. golf courses. Most courses are private equity clubs, municipal facilities, or single daily fee courses.

How does the management of the other 95% compare to the big managers? All over the fairway. Some great. Some good. Some O.K. Some pitiful.

I asked the big buyers how many courses are poorly managed. The answer was usually in the 33% to 40% range. That equates to 5,000 to 6,000 courses with poor management. I'm sure there is another industry out there with similar numbers, but I have not yet found it.

The golf business has survived a couple of centuries because avid golfers will put up with bad service, run down facilities and slow play. New and occasional golfers won't.

Big professional managers/owners have lots of prospective problem courses to buy or lease and turn around. In the meantime golf will lose a lot of prospective golfers who would have turned into addicts.

On the positive side almost all big managers report rounds up 4% to 10% so far this year. The only exceptions are weather related courses in the East. Even their spring rounds were way up and making up for the winter problems. The rising tide raises all boats, even the ones which lack management expertise.

The big managers that responded to our inquiry were National Golf Properties (American Golf), Fairways (KSI), CO'PM, Arnold Palmer, Cobblestone, PGA Tour, Crown, Kemper and Carolinas Golf.

IRVING SCHWARTZ

CLUBHOUSE DOLLARS & SENSE

The Daily Fee Clubhouse: How Far is Upscale?

Let's all agree that upscale really means higher green fees. Upscale courses can charge fees that are 30% to 150% above their competition. The real question is why can they do that? I propose that the major contributor to the perception of upscale and the ability to charge increased fees is the club house.

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Circle (198) on reply card

A recent survey asked daily fee golfers to rank the 10 criteria for selecting a course. The four most important responses had to do with the clubhouse, drive-up appeal and service.

In a conversation with a developer, I was asked, "What's it going to cost me to get on the high end bandwagon and get those \$50 and \$60 dollar fees?"

Get a market survey. At a minimum, do your own analysis of every daily fee and private course in the area. Check fees, facilities, rate their quality services, number of rounds, etc.

2. Hire an architect with club experience before you do your pro formas to translate your goals into square footage. In goal setting, remember first impressions are costly to change. Adding a "decent" clubhouse when cash flow permits is never cost effective. Over building is not recommended either. A smaller clubhouse, well designed, will be much more acceptable. In your number crunching, the quantity of grounds will reach a limit, so the best return for investing in "high end" perception is in the clubhouse. Consider the potential return if you can charge \$3 more per round for a better quality clubhouse. In a 40,000 round scenario, that's \$120,000 annually.

3. Set a realistic budget which covers all the requirements to get the clubhouse ready for business on opening day. (What budget did you have in mind? I ask tactfully. "\$50 per square foot. That's what my contractor assured me would be ample." Nonsense, not possible, was my retort. Have you made a list of all the line items required to get the clubhouse and supporting site ready for business on opening day? Things like: furniture, equipment, computers, printing, signage, inventory, staff training, advertising, openings events, etc. The cost of constructing the clubhouse is just one of the line items. "So, what's the bottom line?" he demanded. Simple, \$50 per square foot is too low under any circumstances, \$100/sf is suspect, \$120/sf is possible, and \$135/sf starts approaching a budget that will provide an upscale clubhouse of 7,500 sf to 10,000 sf, including cart storage.)

4. Ask several contractors to propose to build your clubhouse and the site development, based on a written concept and estimated square feet. A schematic plan helps, but is not necessary.

The proposals should include: square footage measured to the outside of the exterior walls; an outline specification of finishes, materials and performance level of all mechanical systems; and a fixed price based on the measurements and specifications.

With your architect, pick the lowest and best qualified proposal. Then make your architect/designer work together to stay within the budget. This has the effect of putting the burden of estimating on the contractor who, after all, is the only person who can set the price for the building. Your architect and interior designer can complete the selection of equipment and do all the coordination to get the doors open. Remember, to stay within budget is a cooperative effort between the owner, contractors and designers.

Try it, you will like the results.

Irving Schwartz is president of IDS/B Inc., a clubhouse architect firm based in Dallas.

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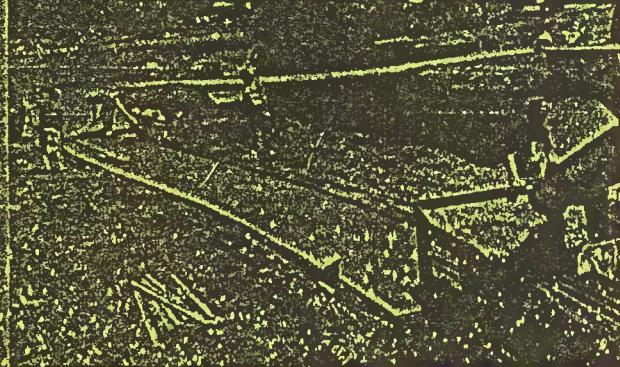
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PAUL E. ANDREW
JORGIA C. NOERTHRUP

Longleaf Commons
690 Longleaf Drive, Lawrenceville, GA 30245
Telephone: 404/963-1997
Telephone Copier: 404/822-2913

Mailing Address
P.O. Drawer 1360
Lawrenceville, Georgia 30246

October 6, 1994

Mr. Warren Nevad
City Manager
City of Sugar Hill
4988 West Broad Street
Sugar Hill, GA 30518

RE: Potential Funding for Golf Course Clubhouse

Dear Warren:

I am writing to confirm our earlier telephone conversation. At that time, I advised you that I had discussed the matter of potential funding sources for construction of a clubhouse at the golf course with Earle Taylor, a bond lawyer at Kilpatrick and Cody. Mr. Taylor's firm handled the original bond issue which financed construction of the golf course and sewer treatment plant.

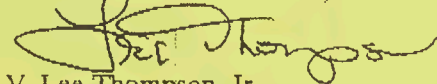
Mr. Taylor and I discussed several possibilities for potential funding of a clubhouse site. These possibilities included bank financing or a mini bond secured by golf course revenues. In the original bond issue, golf course revenues were not pledged as collateral on the bonds. It would be necessary to review the refunding documents prepared by the lawfirm of Kutak Rock to confirm that these revenues were not pledged as part of the bond refunding. Mr. Taylor's firm was not involved in the bond refunding and as you are aware, I was not actively involved in that proceeding.

Other potential sources of funding for a clubhouse include having the facility erected by a non-profit corporation which would then lease the building back to the City or having the clubhouse constructed by private entity in return for a long term lease and ability to operate the facility. All of these proposals would require review of the bond documents.

As I advised you, Mr. Taylor is available next week to meet with us to discuss this matter and provide additional assistance. Please provide me with some potential meeting dates and I will attempt to arrange this meeting.

Sincerely,

THOMPSON & SWEENEY, P.C.



V. Lee Thompson, Jr.



Atlanta 1996

250 Williams Street, Suite 6000
P.O. Box 1996
Atlanta, GA 30301-1996 USA
Telephone 404-224-1996
Facsimile 404-224-1997

TELEFAX

Date/Date:

7 October 94

To/À:

Name/Nom:

Bill Parker

Tel:

Fax:

945-0281

From/De:

Atlanta Committee for the Olympic Games
Comité d' Atlanta pour les Jeux Olympiques
250 Williams Street, Suite 6000
Atlanta, Georgia 30301 U.S.A.

Name/Nom:

Karlyn D. Henderson
Public Information

Tel. (404) 224-1445

Fax (404) 224-5176

Number of Pages: (including Cover Sheet)

Nombre de pages (la page de garde comprise)

6

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Message:

If there are problems with this transmission, please telephone (404) 224-1996.

VENUES

The Sports Department has been developing and finalizing the venue locations. They are in regular contact with all of the international sports federations in an effort to obtain the technical information required in connection with each of the sport venues. Also, a survey of all athletic facilities in the metropolitan Atlanta area has been undertaken to identify available training sites.

ACOG is offering a Pre-Olympic Training and Acclimation Program to serve those NOC's wishing to train in the U.S. southeastern region prior to the opening of the Olympic Villages in 1996. Over 100 locations around the country have been identified as potential training sites. Detailed information on those sites has been sent to all NOC's and IF's. To-date, ten teams have signed contracts for specific sites and 33 others have entered into contract negotiations.

20 of the 26 Olympic sports are organized within metropolitan Atlanta (see venue map).

Olympic Ring

Atlanta's Olympic Ring is an imaginary circle with a radius of 1.5 miles (2.5km) emanating from the Georgia World Congress Center (Olympic Center) through the heart of Atlanta. The Ring encircles the Olympic Stadium, the Olympic Family Hotel, the Olympic Village and the Olympic Center.

All of the Ring's venues are within 3km of the Olympic Family Hotel and less than 5km from the Olympic Village. MARTA, Atlanta's high-speed rapid rail and bus system, serves all the Ring's venues. Special shuttle services will operate within the Olympic Ring for athletes and coaches.

Olympic Center

The Olympic Center is the most concentrated cluster of venues within the Olympic Ring. It encompasses venues for nine sports. Facilities within the Olympic Center include: the Georgia Dome, the Georgia World Congress Center, and the Omni. The International Broadcast Center is also within the Olympic Center.

Stone Mountain Park

Set against the dramatic backdrop of the world's largest exposed granite monolith, Stone Mountain Park provides an idyllic setting for three separate sports just 16 miles (25.6 km) from the Olympic Center. Already a favored site for amateur athletics in Georgia, the Park's 3200 acres and 383-acre lake will provide the venues for archery, cycling, and tennis.

Both the archery facilities and the velodrome will be temporary. The velodrome will consist of a 250-meter wooden surface track with 6000 spectator seats; the archery venue will consist of a 4-lane archer's competition range, a 22-lane practice range and have a total of 5,000 temporary seats. Following the 1996 Olympic Games, these facilities will be removed and the sites will be returned to their natural states.

The Tennis Center will have a Centre Court stadium with a seating capacity of 12,000 (8,000 permanent and 4,000 temporary), 2 grandstand courts with a temporary seating capacity of 5,000 and 3,000, 13 competition courts with a total of 6,550 seats and 4 covered practice courts.

Atlanta University Center

In April 1993, an agreement was reached between ACOG and the six member institutions of the Atlanta University Center, which include Morehouse College, Spelman College, Clark Atlanta University, Morris Brown College, the Interdenominational Theological Center, and the Morehouse School of Medicine concerning the construction of a basketball arena on the Morehouse College campus, a Hockey Center consisting of two stadiums on the campuses of Morris Brown and Clark Atlanta University, as well as supplemental athletic facilities, a continuing education center and a drug testing laboratory. After the 1996 Olympic Games, the facilities will be given to the Atlanta University Center.

The Preliminary Basketball Center will have a 6,000 seat arena with the existing gymnasium being upgraded into a warm-up facility. The Hockey Center will consist of a 5,000 seat stadium at Clark Atlanta University and a 15,000 seat stadium at Morris Brown College. Each stadium will have artificial turf as well as one artificial turf practice field.

Georgia Dome

The Georgia Dome, located in the Olympic Center, officially opened in August 1992. The 72,000-seat Dome is the largest cable-supported stadium in the world and is the proposed venue for basketball finals and gymnastics, each with a seating capacity of 32,000.

Georgia International Horse Park

The equestrian events will be at the Georgia International Horse Park (GIHP), a permanent equestrian facility to be developed on a 1139-acre (461 hectare) site in Conyers, approximately 35 minutes (33 miles/53 km) from the Olympic Village. The Equestrian Center will include stables, dressage and jumping areas, a track course, trails, a steeplechase oval and support/training facilities.

Mountain bike, a discipline of the sport of cycling, was approved to be included in the 1996 Centennial Games program replacing the 100 km team time trial. 50 men and 30 women will compete in the race which will be run over a course adjacent to the GIHP course consisting of seven laps of approximately 10 km each. The GIHP will also be used for the equestrian and cross country competitions in the modern pentathlon.

Georgia State University

Located in downtown Atlanta, Georgia State University is the second largest of Georgia's eighty accredited institutions of higher learning with an enrollment of approximately 24,000 students. It will be the venue for badminton.

Georgia World Congress Center

The Georgia World Congress Center (GWCC) is composed of three major sections. Each section contains approximately 32,000 sq.m of exhibition space on one level with another 58,000 sq.m of additional space on two or three connecting levels. The GWCC encompasses 2.5 million sq.ft making it the second largest convention center in the nation. It will serve as the venue for fencing, handball, judo, table tennis, weight lifting and wrestling.

Golden Park Stadium

Columbus, Georgia, which is 105 miles/168 km from Atlanta, was chosen to host the softball competition.

Lake Lanier

The Olympic rowing and canoe/kayak venue at Lake Lanier near Gainesville, Georgia, 55 miles/88 km northwest of Atlanta, will have 17,500 permanent spectator seats, 2,500 temporary seats, a permanent cabling system, a permanent finish tower, four permanent and two temporary boat houses and a temporary day village for athletes. After the Games, the facility will be given to the city of Gainesville and Hall County to be used for local, regional, national and international competitions.

Ocoee River

Slalom canoe/kayak will take place on the Ocoee River in Polk County, in the southeast corner of the state of Tennessee (130 miles/209 km from Atlanta).

Omni

The Omni, located in the Olympic Center, was built in 1972 and is the home of the Atlanta Hawks basketball team. The exterior is unpainted Cor-Ten steel which oxidizes and forms a self-sealing coating. The Omni is the venue for volleyball with a seating capacity of 16,400.

Savannah

Yachting will be staged in the Atlantic Ocean, just off the coast near Savannah, Georgia, which is 250 miles/400 km from Atlanta. The site for the Olympic Harbor is Wassaw Sound at Savannah.

In September 1993, the IOC approved the addition of beach volleyball to the programme of the Centennial Games.

The competition will be held at Tybee Island, off the coast of Georgia near Savannah. The teams will be housed in Savannah at the Satellite Olympic Village being set up for the yachting competition.

Soccer Venues

Birmingham, Miami, Orlando, and Washington, D.C. were selected as host cities for preliminary soccer matches. The finals will be held at Sanford Stadium at the University of Georgia in Athens. Sanford Stadium is the 4th largest university stadium in the U.S. with a seating capacity of 86,000. Athens is 65 miles/104 km from Atlanta.

Legion Field, Birmingham

Located 146 miles (235 km) from Atlanta, the stadium has a capacity of 83,000. Athletes will be housed in dormitories at Birmingham Southern College.

Orange Bowl, Miami

The stadium has a capacity of 74,500 permanent seats and 10,000 temporary seats, pending approval of the International Soccer Federation (FIFA). It is located 670 miles/1072 km from Atlanta.

Citrus Bowl, Orlando

The Citrus Bowl has a seating capacity of 66,000 with approximately 4,000 additional seats available pending FIFA approval. Orlando is located 447 miles/715 km south of Atlanta.

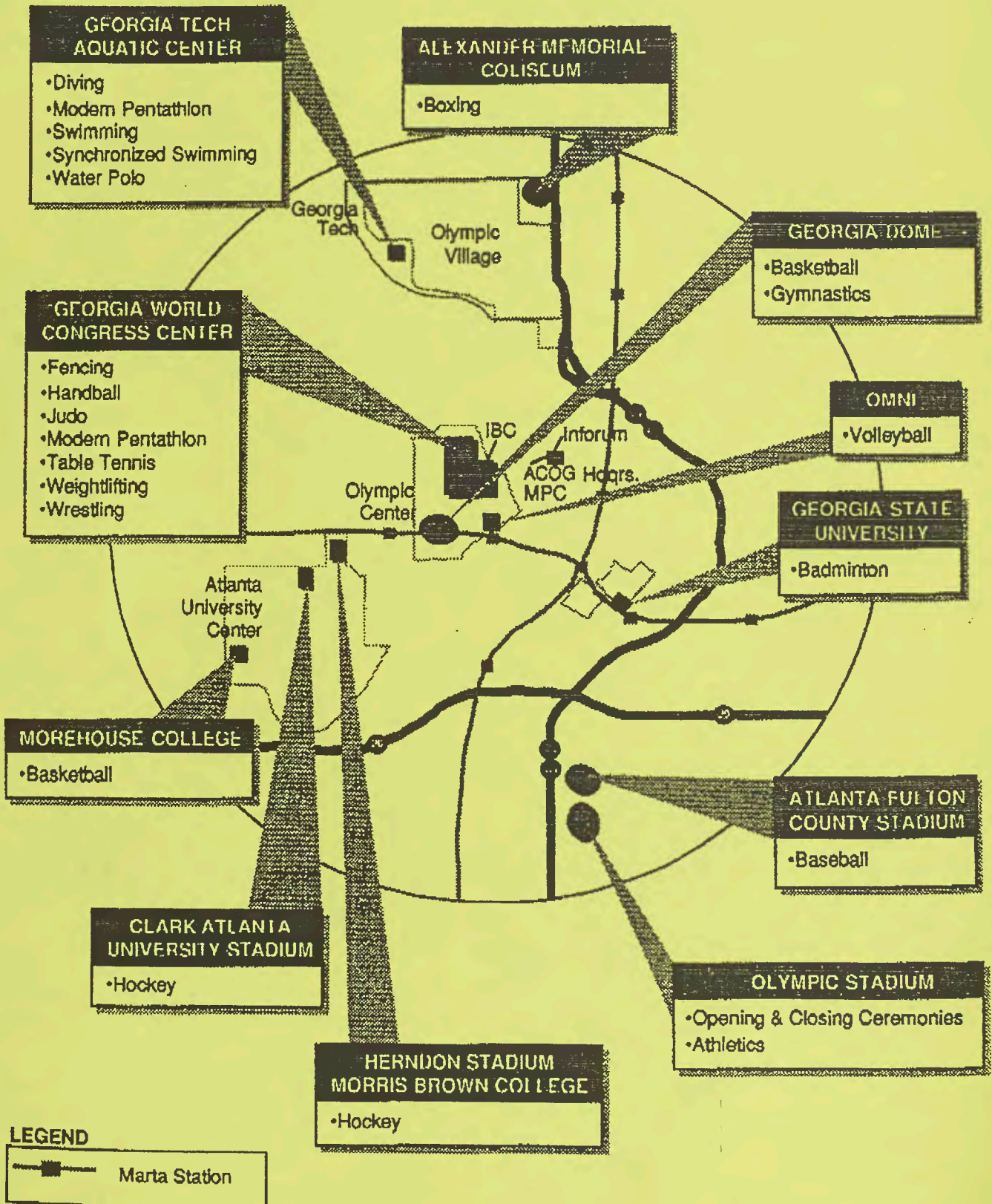
Robert F. Kennedy Stadium, Washington D.C.

This stadium has 56,500 seats and is just 20 blocks east of the U.S. Capitol. The distance to Atlanta is 642 miles/1027 km.

Wolf Creek Shooting Complex

The Wolf Creek Shooting Complex will be at the Wolf Creek Trap & Skeet Range, a world-class shooting facility to be developed in Southwest Fulton County near Atlanta's Hartsfield International Airport. Wolf Creek is located 12 miles/19.2 km from the Olympic Center.

The Olympic Ring



*Davis
J.H. Bailey
Vote: Unanimous*

ORDINANCE
CITY OF SUGAR HILL

The Council of the City of Sugar Hill hereby ordains that Section 2-114 of Division 3 of Article 3 of the Code of Ordinances of the City of Sugar Hill, Georgia is hereby deleted in its entirety and the following text shall be inserted in its place:

Sec.2-114. Removal from Office

The city manager shall serve at the pleasure of the Mayor and city council. The city council may remove the city manager at any time with or without cause. A vote to remove the city manager shall require an affirmative vote of four fifths (4/5) of the entire council for passage. If the city council votes to remove the city manager from office, the city manager shall be notified in writing of such determination at least ten days, excluding weekends, in advance of the date of such removal, except that the city council may take any and all authority away from the city manager, provided the city manager receives compensation for a period of at least ninety (90) days following such notice of removal.

It is so ordained this ____ day of _____, 1994.

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Attest: _____
City Clerk

Submitted to Mayor: _____

Approved by Mayor, this ____ day of _____, 1994

Mayor

*Wicks
Davis
2nd
Bender
Veto
Kramer*

ORDINANCE
CITY OF SUGAR HILL

The Council of the City of Sugar Hill hereby ordains that Section 2-102 of Division 2 of Article 3 of the Code of Ordinances of the City of Sugar Hill, Georgia is hereby deleted in its entirety and the following text shall be inserted in its place:

Sec.2-102. Term of Office

The city clerk shall serve at the pleasure of the Mayor and city council. The city council may remove the city clerk at any time with or without cause. A vote to remove the city clerk shall require an affirmative vote of four fifths (4/5) of the entire council for passage. If the city council votes to remove the city clerk from office, the city clerk shall be notified in writing of such determination at least ten days, excluding weekends, in advance of the date of such removal, except that the city council may take any and all authority away from the city clerk, provided the city clerk receives compensation for a period of at least ninety (90) days following such notice of removal.

It is so ordained this _____ day of _____, 1994.

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Attest: _____
City Clerk

Submitted to Mayor: _____

Approved by Mayor, this _____ day of _____, 1994

Mayor

*12:00 Noon agenda to 5:00 P.M. meeting
12:00 Noon agenda by 12:00 noon meeting*

*Walter D. ...
... Boulter ...
... Kinsman*

R E S O L U T I O N
NO: AGENDA-94

WHEREAS, the Mayor and Council of the City of Sugar Hill, Georgia desires to receive the Agenda and Council Packets at least five (5) working days before the regular council meeting and

WHEREAS, Section 2-49, paragraph (c), sentence (1) of the City of Sugar Hill Code reads: "The clerk or some person designated by the clerk shall prepare for the benefit of the mayor and council a written agenda by 12:00 Noon on the Friday preceding each regular council meeting." Section 2-49, paragraph (c), sentence (3) of the Code reads: "The mayor, city manager, council members, and any other person or persons whatsoever desiring to present to the council for its consideration any matter at a regular meeting shall so advise the clerk by at least noon on the Wednesday prior to each regular council meeting so as to permit the clerk to include same on the agenda." Section 2-49, paragraph (c), sentence (5) of the Code reads: "The clerk shall make the agenda and all pertinent papers and facts available to the mayor and council by 12:00 Noon on the Friday prior to each regular council meeting."

NOW, THEREFORE IT BE RESOLVED that Section 2-49, paragraph (c), sentence (1) be amended to read: "The clerk or some person designated by the clerk shall prepare for the benefit of the mayor and council a written agenda by 5:00 P.M. on the Monday preceding each regular council meeting." Section 2-49, paragraph (c), sentence (3) be amended to read: "The mayor, city manager, council member, and any other person or persons whatsoever desiring to present to the council for its consideration any matter at a regular meeting shall so advise the clerk by at least 12:00 noon on the Monday prior to each regular council meeting so as to permit the clerk to include same on the agenda." Section 2-49, paragraph (c), sentence (5) of the code be amended to read: "The clerk shall make the agenda and all pertinent papers and facts available to the mayor and council by 5:00 P.M. on the Monday prior to each council meeting."

Adopted this _____ day of _____, 1994

Council Member

Council Member

Council Member

Council Member

Council Member

Received by Mayor _____

Returned by Mayor _____

Approved:

Attest:

Mayor

City Clerk



CITY OF SUGAR HILL

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

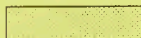
Printed on: OCTOBER 5, 1994

DATE RANGE: 09/01/94 THROUGH 09/31/94

	CODE	PRMS	VALUATION	FEES	DUE	UNITS
	----	----	-----	-----	-----	-----
NEW RESIDENTIAL HOUSEKEEPING BLDGS:						
* Single Family Houses Detached	101	15	1,239,056.00	13,364.40		0
* Single Family Houses Attached	102	0	0.00	0.00		0
* 2 Family Building	103	0	0.00	0.00		0
* 3 and 4 Family Buildings	104	0	0.00	0.00		0
* 5 or More Family Buildings	105	0	0.00	0.00		0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213	0	0.00	0.00		0
* Other Non-Housekeeping Shelter ...	214	0	0.00	0.00		0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318	0	0.00	0.00		0
* Churches & Other Religious	319	0	0.00	0.00		0
* Industrial	320	0	0.00	0.00		0
* Prkng Garages (Blds & Open Decked)	321	0	0.00	0.00		0
* Service Stations & Repair Garages	322	0	0.00	0.00		0
* Hospitals & Institutional	323	0	0.00	0.00		0
* Offices, Banks, & Professional ...	324	0	0.00	0.00		0
* Public Works & Utilities	325	0	0.00	0.00		0
* Schools & Other Educational	326	0	0.00	0.00		0
* Stores & Customer Services	327	0	0.00	0.00		0
* Other Non-Residential Bldgs	328	0	0.00	0.00		0
* Stuctures Other than Buildings ...	329	0	0.00	0.00		0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434	3	0.00	614.00		0
* Non-Residential & Non-Housekeeping	437	0	0.00	0.00		0
* Adds of Resid. Garages (Atch/Detc)	438	3	0.00	170.00		0
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645	1	0.00	50.00		0
* 2 Family Buildings	646	0	0.00	0.00		0
* 3 & 4 Family Buildings	647	0	0.00	0.00		0
* 5 or More Family Buildings	648	0	0.00	0.00		0
* All Other Buildings and Structures	649	0	0.00	0.00		0
TOTALS FOR PERMITS SHOWN ABOVE						
		22	1,239,056.00	14,198.40		0
Totals of other permits in the period						
		98	0.00	2,897.73		0
TOTAL FOR ALL PERMITS IN THE PERIOD						
		120	1,239,056.00	17,096.13		0

SUBDIVISION LOT AVAILABILITY LIST

AVAILABLE LOTS	SUBDIVISION	NEAR WHAT MAJOR STREET	PERMITS ISSUED	C.O.'S ISSUED	OTS NOT BUILT ON
25	BENT CREEK I	LEVEL CREEK ROAD	25	25	0
49	BENT CREEK II	LEVEL CREEK ROAD	49	49	0
33	BENT CREEK III	LEVEL CREEK ROAD	29	29	2
44	BENT CREEK IV	LEVEL CREEK ROAD	43	41	1
36	BENT CREEK IV	LEVEL CREEK ROAD	36	36	0
7	BRANDON OAKS	AUSTIN GARNER ROAD	5	5	2
26	BROOKSIDE AT PARKVIEW	PARKVIEW MINE DRIVE	13	11	13
31	COUNTRY MEADOWS	OWEN CIRCLE	31	31	0
35	EMERALD LAKES IV	CUMMING HIGHWAY	16	2	18
131	LAKEFIELD FOREST (ALL)	LEVEL CREEK ROAD	112	90	19
44	MILL CREEK TRACE	SOUTH ROBERTS DRIVE	44	44	0
154	PARKVIEW NORTH	LEVEL CREEK ROAD	154	154	0
174	PRINCETON OAKS (ALL)	RIVERSIDE ROAD	102	102	72
116	SECRET COVE	OLD SUWANEE ROAD	111	104	5
46	SPRING HILL PLANTATION	SPRING HILL DRIVE	46	46	0
35	SUGAR BROOK	HILLCREST DRIVE	35	35	0
23	SUGAR CREEK	LEVEL CREEK ROAD	23	23	0
96	SUGAR CROSSING (ALL)	AUSTIN GARNER ROAD	55	43	41
39	SUGAR WOODS	LEVEL CREEK ROAD	39	39	0
3	SYCAMORE STATION	SYCAMORE ROAD	3	3	0
146	SYCAMORE SUMMIT	SYCAMORE/RIVERSIDE ROAD	143	142	3
7	SYCAMORE SUMMIT V	SYCAMORE ROAD	4	0	3
14	THE LAKES AT RIVERSIDE	RIVERSIDE ROAD	13	13	1
51	THE LINKS (ALL)	SUWANEE DAM ROAD	0	0	51
46	THE OAKS AT LANIER UNIT I	HIGHWAY 20	33	20	13
48	THE SPRINGS UNIT I	HIGHWAY 20	35	32	13
50	WEST PRICE HILLS	WEST PRICE ROAD	46	46	4



INDICATES COMPLETED

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

<< STATISTICAL BREAKOUT >>

<----- Inspections -----> <----- Re-Inspections -----> Based On # Activities

# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
137	100	61	35	37	28	9	44
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	73	61	35	27	76	24	32

INSPECTOR ID BREAKDOWN

TONY	BUILDING INSPECTIONS	112
KEN	"	4
RALPH	SEWER INSPECTIONS	15
COTTON	"	5
DANNY	"	1

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

TRANS. DATE	#	RESIDENTIAL 1000-0001	COMMERCIAL 1000-0002	MISCELLANEOUS 1000-0003	MOBILE HOMES 1000-0004	DEVELOPMENT 1000-0005	GAS 1000-0006	WATER 1000-0007	SEWER 1000-0008
09/01/94	1	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
09/07/94	1	28.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/08/94	5	1461.00	0.00	0.00	0.00	0.00	900.00	0.00	100.00
09/09/94	7	1285.60	0.00	20.00	0.00	810.00	450.00	0.00	72.73
09/12/94	8	1462.40	0.00	10.00	0.00	0.00	1125.00	750.00	50.00
09/13/94	5	769.40	0.00	20.00	0.00	0.00	1200.00	0.00	2050.00
09/14/94	2	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/16/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/20/94	2	0.00	417.00	10.00	0.00	0.00	0.00	0.00	0.00
09/21/94	2	150.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/22/94	4	950.00	0.00	0.00	0.00	0.00	450.00	0.00	50.00
09/26/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
09/27/94	3	470.00	0.00	10.00	0.00	0.00	225.00	0.00	25.00
09/28/94	2	555.00	0.00	0.00	0.00	0.00	275.00	0.00	25.00
09/29/94	2	0.00	0.00	10.00	0.00	250.00	0.00	0.00	0.00
=====	===	=====	=====	=====	=====	=====	=====	=====	=====
TOTALS	46	7456.40	417.00	100.00	100.00	1060.00	4850.00	750.00	2372.73

Non-Existing Categories 0.00
 Current Categories 17106.13
 =====
 Grand Total 17106.13

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CITY OF SUGAR HILL

PERMIT TYPE AND DESCRIPTION	# OF PERMITS	VALUATION	FEES DUE	FEES PAID
AD - ADDITION/GARAGE PERMIT	4	0.00	342.00	342.00
AV - ADMINISTRATIVE VARIANCE	2	0.00	300.00	300.00
CM - COMMERCIAL PERMIT	1	0.00	417.00	417.00
DL - DEMOLITION	1	0.00	50.00	50.00
DP - DEVELOPMENT PERMIT	1	0.00	832.73	832.73
EC - ENERGY CODE AFFIDAVIT	16	0.00	0.00	0.00
EL - ELECTRICAL AFFADAVIT	21	0.00	0.00	0.00
FP - FENCE PERMIT	3	0.00	0.00	0.00
GP - GRADING PERMIT	1	0.00	250.00	250.00
HE - HEATING/AIR AFFADAVIT	21	0.00	0.00	0.00
HR - MOBILE HOME INSTALLER AFFIDAVIT	1	0.00	0.00	0.00
HI - COMPLIANCE PERMIT	2	0.00	50.00	50.00
MN - MOBILE HOME INSPECTION NEW	1	0.00	100.00	100.00
PL - PLUMBING AFFADAVIT	13	0.00	0.00	0.00
SB - STORAGE BUILDING	1	0.00	25.00	25.00
SF - SINGLE FAMILY RESIDENTIAL	15	884,744.00	13,364.40	13,364.40
SP - SIGN PERMIT	2	0.00	325.00	325.00
TL - TRADE LICENSE REGISTRATION	9	0.00	90.00	90.00
TP - TAP & METER PAYMENTS	5	0.00	950.00	950.00
TOTALS FOR ALL PERMIT TYPES	120	884,744.00	17,096.13	17,096.13

Betty

M E M O:

TO: All Department Heads, and the Mayor and Council
FROM: Kimberly B. Landers
RE: Minutes from the October 10, 1994 Staff Meeting.
DATE: October 11, 1994

Attached are the minutes from the above referenced staff meeting.

Please call Warren if you have any questions.

Staff Meeting
Monday, October 10, 1994
8:30 a.m.

M I N U T E S

In attendance: Warren Nevad, Betty Garbutt, Margaret McEachern, Donna Zinskie, Wade Queen, Danny Pugh, Scott Payne, Billy Hutchins, Tony Bauman, and Ken Crowe.

Warren Nevad - City Manager

Recap/Overview from City Managers agenda for period September 26, 1994 - October 10, 1994

- 1995 Budget Mr. Nevad stated he and Mrs. Garbutt put together the budget.
- Orientation with W.J. Dodd (His feeling were directed toward bringing peace and harmony with the Council, in order to promote a positive image.
- Mayor and Council Meeting tonight. (Agenda items will include, deposit ordinance, City Manager/City Clerk Ordinance, Bell South Cellular Tower Site Location, and Clubhouse).
- Gwinnett Sanitation. Mr. Nevad stated he and Mrs. McEachern met with Craig McKenzie and Pat O'Connor to look for alternative services, including improving our pick-up.

City Managers two week agenda for week Beginning October 10, 1994:

- Will be meeting with Sawnee Electric. All of our 1994 Georgia Power bills were sent to Sawnee for them to analyze.
- Continue to work on the 1995 Budget.
- Key Policy which will be prepared as a security measure.
- Meeting with Mrs. Chen and real estate agent Betty Ryan regarding the 39 acre tract off of Price Drive.
- Networking. Mr. Nevad stated he's been with the City 90 days and its time he began interacting with other municipalities. Mr. Nevad stated he will be attending a Gwinnett Municipal Association Meeting with Mr. Stanley.

STAFF REPORTS

Betty Garbutt:

- YTD finance, \$168,598 surplus (revenue above expenditures) with a 77% budgeted surplus. Mrs. Garbutt stated that we were staying with the budget fine as far as paperwork goes, but we're fighting hard right now to stay above the water because our premium tax hasn't come in yet (will be mailed out on October 15). Mrs. Garbutt stated she hoped this would be in excess of \$140,000.
- Clerk Report. Mrs. Garbutt stated the Business License procedures have got to be legal by January 1st., and Lee Thompson is working on an ordinance for this.
- Mrs. Garbutt stated they are still working on the tax digest and hope to get it completed within the next two weeks in order to get it sent off to the printers.
- Mrs. Garbutt stated she wants to commend the employees on what a great job they are doing (Everyone is so dedicated and works so well together).

- There will be a Ordinance submitted at the Council Meeting tonight to have the Agenda posted at noon one week prior to the Mayor and Council Meeting. Packets will also be required to be ready, therefore submittal for Department Reports and Agenda item information to be included in these packets will be required to be in no later than 9:00 a.m. one week prior to the meeting. Mrs. Garbutt stated that this will mean that sometimes you will have to give a report before the month end.

Margaret McEachern:

- Mrs. McEachern provided copies of the Deposit Ordinance that will be submitted for approval at the Council Meeting tonight. Mrs. McEachern asked Mr. Nevad to work with her on preparing for her presentation.
- Completed the Survey for the Customers to complete. Mrs. McEachern stated she's only had one survey turned back in (Rose Payne), and the Customer Service rating for the front office wasn't too good, Mrs. Payne was unhappy with the way she was greeted when calling in. Mrs. McEachern stated she didn't feel that this was coming from the clerks under her supervision. Mrs. Landers stated that sometimes when the Inspections Department tries to call out, sometimes we pick up on a incoming call, and rather than just hanging up or thinking something is wrong with the phone, we might say; "Hello", or something to that nature. Mrs. McEachern stated that greetings were a part of good customer service that was initiated in training, and that she doesn't feel there is a problem with this. Mr. Nevad stated that Mrs. McEachern should give Mrs. Payne a call and thank her for returning the survey.
- Mrs. McEachern stated that she would start calling area City Hall's this week to find out about the sales tax, policies on drawer shortages, and securities with keys.
- All information sent to MGAG regarding the Georgia Power rate survey, and we are waiting to here something from them.
- Cuts offs will begin tomorrow for the big billing cycle.

Mr. Crowe stated he would like to add some information concerning the Georgia Power Survey which was sent to MGAG. Lawrenceville and Buford had already submitted information to MGAG. Georgia Power is initiating a State-wide campaign, and every gas company in the state is effected by this survey.

Wade Queen:

- Mr. Queen stated that through October 9, 1994 they have had 7 days of play for the month due to rain, and that some of the 7 days they have had rain but played anyway.
- Total monthly sales are at \$19,680, based on that, they are above what was budgeted for the month.
- RAIN! RAIN! We are wet! Mr. Queen stated he's talked with Ms. Zinskie and the Golf Course should be receiving between 200 - 230 thousand gallons a day. If that is correct, 1/2 million gallons a day is going to be hard to get rid of, and we are going to have to make some other kind of arrangements other than what we have now. Mr. Queen stated he and Mr. Hefner felt like a simple solution would be to run a 6" line out through the woods, put a big thunder head on it and dispose some water that way. Mr. Queen stated he's not sure if that's practical, looking at 2 1/4" your allowed per day, it's probably not going to work that way. The Summer being so wet has caused so much saturation, and we've never had a chance to dry out.

- At the point now where we will pulling down for the winter, at 230,000 gallons/day, with 32+ days storage capacity, if our storage is correct and everything else is correct, we should have that many days available without putting water out. Mr. Queen stated he feels there is a need for this much storage because as we reach our most coldest days we won't be able to put water out.
- Mr. Queen stated that as we get into the winter, if there are any crews that could be spared to help the Golf Course work on some drainage to let him know.
- Minor vandalism on Saturday. All the markers on the driving range were torn down, fire extinguisher discharged, and the outside phone torn down. Mr. Queen stated it didn't cause too many problems. Mr. Nevad questioned Mr. Queen if a report was filed. Mr. Queen stated a report was not filed because past experiences have shown that we don't get a great deal of interest on this situation. Mr. Nevad stated that he will be meeting with Mr. White (Police Chief) and that he would mention this issue to him.
- A tournament is scheduled to start at 1:00 p.m. today weather permitting.

Mr. Nevad questioned Mr. Queen on advertisement over the holidays. Mr. Queen stated they have tried in the past and the most effective form of advertisement for them, is a mailing list that they developed themselves. Mr. Queen stated that based on a survey that was in the paper yesterday, 11.1% of the population is golfers, therefore, you spend a lot of money in order to reach a lot of people, but you don't reach a lot of golfers.

Mr. Nevad stated there was a nice article in the paper about Mr. Queen. Mr. Queen stated that interview was done back in June. Mr. Queen stated however that he wasn't aware that we bought and sold the Golf Course!

Danny Pugh:

- The Volleyball net that was put up at the park last week has been torn down. It will be repaired.
- Mr. Pugh asked Mr. Queen to notify Mr. Hefner that weather permitting, he will be out there Wednesday morning to work on drainage.
- Working with the CDBG project coming up in January. Still need to contact Tony Lowe to determine if the same bids can be used.

Mr. Nevad questioned Mr. Pugh about the status of the drainage situation on Frontier Drive. Mr. Pugh stated he's still not received the plat from Tom Ed showing the easement, and that as soon as they get something showing the easement, they would do the work.

Mr. Nevad stated he contacted Frank Free regarding the lighting situation between Shoney's and the United Methodist Church. Mr. Free had informed Mr. Nevad that a residential rate is only \$12.00 per month. Mr. Nevad stated that there is a possibility of getting it even cheaper than that. Mr. Nevad asked Mr. Pugh to get with him sometime this week and they will check this out. Mr. Crowe stated that he just wanted to make sure Mr. Nevad was aware that this issue has come up several times, and that every time it's discussed and Georgia Power completes a study, they determine the lights are where they're supposed to be.

Mr. Nevad asked Mr. Pugh to make sure that he gets with Mrs. McEachern this week on the meeting with Gwinnett Sanitation, and work on mapping it out to show benefits, etc., for council consideration. Also, to review the agreement.

Scott Payne:

- Installed a 1,000' of gas line on O'Rourke Road.
- Took out a old fire hydrant on Sycamore Road which was leaking. This is something that would eventually have to be removed anyway because of the D.O.T. widening and straightening out the road.
- Mayor Webster had asked Mr. Payne to check on the possibility of eliminating some take point meters, discussion between Mr. Payne and with Mr. Hutchins has determined there is not any meters that could be eliminated.

Mr. Nevad questioned Mr. Payne about raising the fire hydrant on Cold Creek Court. Mr. Payne stated he's received the materials, but they've had priority services and leaks to take care of, but they will get to him as soon as possible. Mr. Payne stated that he contacted the guy and asked him to be patient, that they would get to him as soon as possible.

Mr. Nevad stated he's noticed some hydrants along Riverside have been mowed. Mr. Payne stated that Mr. Pugh's crew has been working on this.

Billy Hutchins:

- Southern Cross here today to complete the leak survey. Mr. Hutchins submitted Southern Cross 1993 survey to Mr. Nevad.

Mr. Nevad asked Mr. Hutchins if he received a flu shot last week. Mr. Hutchins stated he didn't get one. Mr. Nevad stated that 25 people received the shot. Mr. Queen stated every time he's ever gotten a shot he's had a reaction to it, and that he had a mild case of the flu for the past couple of days.

Donna Zinskie:

- Still working on leftovers from last week

Mr. Nevad stated he met with Mr. Robinson last week. Mr. Nevad stated that we want to make sure that he gets compensated for the timber that was cut and asked Ms. Zinskie to make sure Mr. Stevens gets with subcontractors.

Tony Bauman:

- Begin following through with the condemnations of the mobile homes this week. Mr. Bauman asked Mr. Nevad if the City has the right to access their taxes if the City has to remove them at their expense? Mrs. Garbutt stated that a lien could be filed on these properties. Mr. Bauman stated he's got a house that also needs to be condemned. Mr. Nevad stated that he, Mr. Bauman, and Mr. Thompson will all need to get together and work something out.

Mr. Nevad stated that Mayor Webster has received a call from Mr. Watson concerning 5166 Pass Court, and asked Mr. Bauman to give him a call to see if we can help him out. Mr. Bauman stated that there is another mobile home just up the road where the people obtained a permit but never requested a inspection, and are now illegally living in the mobile home. Mr. Watson's concern is that the people that live on his property have requested inspections and are having to do all these corrections in order to be in compliance in order to be able to occupy their home, and these other people down

the road have never requested an inspection don't have skirting around their mobile home, and are living their. Mr. Bauman stated that the mobile home ordinance allows 60 days after occupancy for skirting to be in place and that he has informed Mr. Watson of this, and as far as them living in the mobile home without an inspection, the Inspections Department does not use favoritism and the necessary procedures are being done in order to bring this mobile home into compliance. If they fail to comply within the given time period they will be summoned to court with the possibility of being fined daily until this mobile home is brought into compliance.

- New Policy for Commercial Businesses. Before a business can obtain a business license or receive utilities, they must obtain a Safety/Compliance Inspection Permit which is \$25.00. This policy will allow us to monitor business additions/alterations or improvements, as well as compliance for upgrade requirements from the Fire Marshall and Health Department.

Mr. Bauman's stated that he and Mr. Crowe need to schedule a meeting with Mr. Nevad concerning a Administrative Variance request in Emerald Lakes. Mr. Nevad asked Mr. Bauman to hold off until after the Council Meeting tonight.

Ken Crowe:

- Meeting Wednesday with Kelly Chen.
- Fall MGAG Meeting Thursday in Winder.
- Meet with Developer of Secret Cove, (Larry Ross) this week, to try and obtain a easement needed for gas which will run in back of Secret Cove Subdivision.
- Received letter from Transco that Southeast expansion is again on schedule.
- Received a message to return a call regarding the Scott Huges property which is north of the Golf Course (possible Annexation project).
- Received a message to return a call regarding some Industrial Property off of Brogdon Road, and will be getting in touch with those people.
- Mr. Crowe returned the leak survey to Mr. Hutchin and informs him that the entire fire proof gas file has been moved out to the barn and this survey needs to go in it.
- Mr. Crowe questioned Mr. Hutchins if the gas line was run to the school last week, Mr. Hutchins and Mr. Payne both stated it had not been done. Mr. Crowe stated that this needed to be done before the curb and gutter could be done, and he talked with Mr. Chamberlain from the school system. Mr. Chamberlain informed Mr. Crowe that when the city determines the meter and material cost the school will submit payment for that.

Mr. Nevad questioned Mr. Crowe about the MGAG Rate increase by 7.7% next year. Mr. Crowe stated they will discuss this issue at the meeting Thursday. Mr. Nevad stated that it was increased by 6.6% last year on the commodities rate. Mr. Crowe stated that was a gas charge increase.

Mr. Nevad asked Mr. Crowe to prepare for the Chen meeting by addressing the letter with a short note and make copies of any PUD requirements in order to have information to submit to real estate agent Betty Ryan. Mr. Crowe stated that Mrs. Ryan has a zoning ordinance.

- Mr. Crowe met with Gwinnett County regarding the new Elementary School Road issue. This road will come off of Peachtree Industrial Boulevard and tie into Level Creek Road directly across from Spring Hill Drive.

Mr. Nevad stated that he contacted Gwinnett County Chamber of Commerce, and scheduled to have a speaker at the next Economic Development Committee Meeting. Brenda Branch will be present to discuss the State's Economic Development Commission and their role. Also, provide our commission members

with ideas on how to lay the groundwork, and how to network. Mr. Nevad stated at the Commission Meeting he attended, they stated the city had been isolated from the Chamber for years, and since we don't have a Chamber we should begin working with the County.

Mr. Queen questioned Mr. Crowe about Scott Huges property and the Mr. Moreland property. Mr. Crowe stated that Mr. Huges sold this property to Mr. Moreland, and he uses this property to raise livestock on. This property is located in the 100 year flood plain spillway for Lanier, and no development of any human habitation can be located within in this area. This is a narrow strip made up of 50 acres with a width between 200-300' wide, running along the creek. Mr. Queen wanted to know if this property was able to be developed in case this property was mentioned as a possible site location for the Bell South Tower.

Meeting adjourned 9:15 a.m.

CITY OF SUGAR HILL

**MINUTES
COUNCIL MEETING
NOVEMBER 14, 1994**

Notice of the Council Meeting was posted at City Hall on Monday, November 7, 1994 before 5:00 P.M.

Mayor Webster called the meeting to order, led in the Pledge of Allegiance to the Flag and Mayor Pro tem Spradlin gave the invocation.

Those present were: Mayor Gary L. Webster, Mayor Pro tem Charles Spradlin, Council Members Steve Bailey, Reuben Davis, Jim Stanley, and W. J. Dodd, Manager Warren Nevad, Clerk/Finance Director Betty B. Garbutt, Development Director Ken Crowe, Golf Director Wade Queen, Clerk to the City Manager Margie Wilson, Attorney Lee Thompson, registered guests Lari Webster, Karen Nevad, Jan and Sharon Stanley, Herb and Rose Payne, Rolland Reed, David Edwards, Tom Wilson, Charles Teckman, and Kevin R. Smith, other interested citizens and representatives from the news media.

Mayor Webster asked that the citizens pray for Mr. John Switzer, who will have a partial leg amputation, on November 29th, husband of City employee Ruth Switzer.

Council Member Stanley made a motion to approve the Agenda, seconded by Council Member Bailey and approved unanimously. (5-0)

Council Member Dodd made a motion to approve the October Minutes as received and read by Council. Council Member Davis seconded the motion which passed by unanimous vote. (5-0)

COMMITTEE REPORTS:

A & B) P AND Z , ZONING APPEALS BOARD:

Council Member Stanley reported that there were no meetings held by the P & Z and the Zoning Appeals Boards.

C) RECREATION BOARD:

Council Member Davis reported the City Park is closed for improvements. The Fall SoftBall League was a big success. The Recreation Board has had good revenue sources over the past month. The parking lot is being resealed and restriped and the tennis courts have been resurfaced. These improvements are being done with Recreation revenues and not City Tax dollars. He reported that Manager Nevad has applied for a \$10,000.00 Grant from the Department of Community Affairs for curb side improvements from the gate to the field.

D) BUDGET AND FINANCE:

Finance Director Garbutt gave a report (see attached) on the financial status of the City at this time.

E) SOLID WASTE AND ECONOMIC DEVELOPMENT:

Mayor Pro tem Spradlin reported the Economic Development Board met on November 1st with three (3) members present. Mayor Pro tem Spradlin was attending a Gwinnett Municipal Association meeting and could not attend.

Concerning Solid Waste, he reported that all funds for the Steven O'Day Contract have been expended, they will meet with Steven O'Day on November 18th to discuss this issue.

Mayor Webster administered the Oaths of Office to Economic Development Board Member Tim Pugh and Recreation Board Member Rolland Reed.

F) GOLF AND WASTE WATER TREATMENT:

Council Member Bailey reported on the Golf and Waste Water Treatment Plant. (see attached report) Electric service was discussed by the Council.

CITIZENS COMMENTS:

Mr. Herb Payne expressed his concern over a rumor he has heard concerning the fact that the Gas revenues fund more than just the Gas Department and he feel that the gas customers are subsidizing the electric customers. He would like for this issue to be addressed. This was discussed between Mr. Payne and Council Members with Council Member Stanley responding to Mr. Paynes concerns.

Mr. David Edwards expressed his thanks for the number of citizens attending the meeting and pledged his support to serve on any committee the City can use him on.

OLD BUSINESS:

A) REPORT ON GOLF COURSE CLUB HOUSE:

Manager Nevad reported that a bid ad for the Golf Course Club House will be published in the Gwinnett Extra on November 18th and for 3 consecutive weeks and the sealed bids will be opened one (1) week before the December Council Meeting and the findings will be reported at the December Meeting.

B) SCHEDULING OF BUDGET WORK SESSION:

Manager Nevad reported that a 1995 Budget Draft was presented to the Mayor and Council on October 1, 1994. He recommended that staff meet with the Council on an individual basis and schedule a Budget Work Session. Mayor Webster, with consensus of the Council, set a Budget Work Session for Saturday, December 3, 1994 at 12:30 P.M.

C) REPORT ON GOLF COURSE AUDIT:

Manager Nevad reported that a Draft of the Golf Course Audit has been reviewed and discussed individually with the Council. Council Member Dodd made a motion to accept the Audit as prepared by Deloitte and Touche. Council Member Spradlin seconded the motion. Mayor Pro tem Spradlin reported that the Golf Course Waste Water Treatment Project ran \$5.4 Million dollars over budget. He calculated with a population of 5,400 the amount was approximately \$1,000.00 for every resident of Sugar Hill. He gave statistics from Federal projects. He felt that the Audit gave the citizens an account of how the money was well spent, for open, honest government. Council Member Stanley gave a detailed Memo (see attached) on the Audit Report. Council Member Bailey stated he wanted to give the other side of the story and refuted some of the statements made by Council Member Stanley. He stated that he hopes the whole body of the Audit will be made available to the public so they can see for themselves what is revealed in the Audit. He commented on engineering, items added, bank accounts, records missing, project management, and other items related to the construction of this project and stated that he was disappointed that the Audit drew no conclusions. Council Member Dodd stated that there was not enough planning before beginning the project. There should have been strong communication between the Project Manager and the City Council so Change Orders could have been approved by the entire Council. Council Member Davis commented on the fact that it is reported that approximately 40% of the documentation could not be found, and stated that other things have been missing from the records at City Hall and expressed concern that a paper shredder was purchased in July. Council continued to discuss the value of the Audit. Mayor Webster reported that the copies would be available for the public by Thursday, November 17th. The vote on the motion was unanimous. (5-0)

*a Comparison
of Audit
Prepared
as
w/audit*

NEW BUSINESS:

A) RESOLUTION ON WIDENING HIGHWAY 20:

Manager Nevad reported meeting with the State and Gwinnett County officials to cultivate support on widening Highway 20. He reported that from 1988 to 1993 the traffic, on Highway 20, in Sugar Hill has almost doubled. He requested the acceptance of the Resolution to widen Highway 20. Council Member Dodd made a motion to accept the Resolution, Council Member Bailey seconded the motion which passed unanimously. (5-0)

B) - ANNEXATION OF SCOTT HUDGES PROPERTY:

Mr. Ken Crowe, Director of Development, presented an application from Mr. Scott Huges to annex property into the City Limits of Sugar Hill. It is a 211 acre tract north of the Golf Course property. Mr. Huges has asked the applicant name be changed from his name to Partridge Green, Inc. as agent for Mr. Huges property. Council Member Stanley made a motion to accept the application. The motion was seconded by Council Member Bailey. Council Member Stanley stated that this is a part of a section containing 356 acres and that this one (1) project will use up half of the capacity of what is left at the Waste Water Treatment Plant. He feels that the Council should get together with the Planning Commission and think this project through. He stated that there needs to be some careful planning as to what the City needs to annex and what the City will be able to do in the future concerning what areas need to be served. Council Member Spradlin stated that the Economic Development Council also needs to be a part of the discussion. After more discussion the motion passed unanimously. (5-0)

CITY CLERK'S REPORT:

Clerk Garbutt gave a report on activities in the Clerk's Office (see attached report).

CITY ATTORNEY'S REPORT:

Attorney Thompson reported that the City has one (1) matter of pending litigation concerning property and he will bring the Council up to date on that issue in the Executive Session, and he has three possible sewer condemnation and if agreeable to the Council they will adopt the Resolutions when the Council returns to the Regular Council Meeting.

CITY MANAGER'S REPORT:

Manager Nevad reported that Tony Bauman, Chief Inspector for the City, will undergo surgery on his back on November 16th and the City wishes him a speedy recovery.

Manager Nevad gave a detailed report (see attached) on some items of interest to the citizens and also the operations of the City. He requested a motion to extend \$ 7,010.00 of work from the 1990 CDBG Program involving the Creek Lane Improvement Project to the 1995 Program. Council Member Spradlin made the motion, seconded by Council Member Bailey, and passed unanimously. (5-0)

Council Member Stanley asked if the City has had a reply from MGAG concerning the Gas-Electric Challenge. Manager Nevad reported receiving a FAX today, November 14th from MGAG. This was discussed concerning the City picking up extra loads on cold days, and Council Member Stanley commented on the flyer sent out by Georgia

Power which presented a distorted picture of the economics involved. Mayor Webster reported that another flyer, which has been revised with disclaimers, is being distributed by Georgia Power. Council Member Stanley stated that other options have been reviewed concerning grossly deceptive advertising and marketing. Mayor Webster reported that a rate structure is being looked into.

COUNCIL REPORTS:

Council Member Bailey stated, along with Council Member Davis and Mayor Webster that the City welcomes the new business, BIG LOTS to the business community. The Grand Opening will be held on November 16th.

Mayor Pro tem Spradlin expressed his families appreciation for the expressions of sympathy during the recent death of his uncle.

CITIZEN'S COMMENTS:

Mr. Rick January commented on the Golf Course Audit and how Keck and Wood has been, he felt unfairly, blamed for the overrun on the budget. He pointed out that before the City was given the go ahead for the project that all the paper work had to be sent to the bonding company and was investigated by the lender. This in itself should state that the budgeted amounts were very well founded. As for the other findings, he discussed the mismanagement which were stated in the Audit. He also discussed the fact that the officials of the City should have known who the project manager was. He discussed the upgrades and add-ons and other expenditures with a consensus that there was mismanagement on the project.

Mrs. Nighta Davis stated that she felt that Mayor Webster, Mayor Pro tem Spradlin and Council Member Stanley were responsible for the Audit and that she repeatedly asked that the City not spend the \$40,000.00 for the Audit and if any citizens of Sugar Hill wished to ask questions and look at documents, everything is open and all records could be examined, if they were not disposed of. She stated that there were a lot of keys around and people can get in and out of City Hall at any time. She wants to know in layman's language what the Audit proved, and that Mayor Webster, Mayor Pro tem Spradlin and Council Member Stanley needs to account for it, and if necessary pay for it themselves. She feels this raped the citizens by needless, incompetent spending and the citizens have not received the answers they deserve. She questioned why only Mr. Spradlin and Mr. Stanley had access to Mr. O'Day, an attorney hired to represent all of the people and the City. She continued to express her dismay to the Council regarding their handling of City business.

EXECUTIVE SESSION:

Council Member Bailey made a motion to go into Executive

Session at 8:34 P.M. The motion was seconded by Council Member Davis and passed unanimously. (5-0)

The Council will return to the Regular Session when the Executive Session is over, should there be any action to be taken.

The Executive Session ended at 10:01 P.M. and the Council returned to the Regular Session on a motion by Council Member Stanley, seconded by Mayor Pro tem Spradlin at 10:04 P. M.

Attorney Thompson presented three (3) Resolution concerning condemnation for Sewer Easements.

1) Council Member made a motion to adopt the Resolution in the form presented by the City attorney authorizing the acquisition of 0.05 acres for a permanent sanitary sewer easement as described in the Resolution. This Resolution is adopted with the specific condition that the property owner and developer whose property will be served by the new sewer line and who has requested acquisition of this sewer line easement will be responsible for reimbursing the City for all costs associated with the acquisition of the easement including but no limited to all land cost, attorney's fees, expenses and professional fees associated with the acquisition, and will be responsible for actual installation of the sewer line. The motion was seconded by Mayor Pro tem Spradlin and passed unanimously. (5-0)

2) Mayor Pro tem Spradlin made a motion to adopt the Resolution in the form presented by the City attorney authorizing the acquisition of 0.048 acres for a permanent sewer easement and temporary construction easement as described in the Resolution. The Resolution is adopted with the specific condition that the property owner and developer whose property will be served by the new sewer line and who has requested acquisition of this sewer line easement will be responsible for reimbursing the City for all cost associated with the acquisition of the easement including but not limited to all land costs, attorney's fees, expenses and professional fees associated with the acquisition, and will be responsible for actual installation of the sewer line. The motion was seconded by Council Member Bailey and passed unanimously. (5-0)

3) Mayor Pro tem Spradlin made a motion to adopt the Resolution in the form presented by the City attorney authorizing the acquisition of 32,863 square feet for a permanent sewer easement and 65,727 square feet (including permanent easement) for a temporary construction easement as described in the Resolution. The Resolution is adopted with the specific condition that the property owner and developer whose property will be served by the new sewer line and who has requested acquisition of this sewer line easement will be responsible for reimbursing the City for all costs associated with the acquisition of the easement including but not limited to all land cost, attorney's fees, expenses and professional fees associated with the acquisition, and will be responsible for actual installation of the sewer line. The motion

was seconded by Council Member Bailey and passed unanimously. (5-0)

ADJOURNMENT:

Council Member Spradlin made a motion at 10:08 to adjourn, seconded by Council Member Bailey and passed unanimously. (5-0)

Betty - This needs to be on the agenda for them to appoint someone new.

28 September 1994

*Appoint
fill seat
at next
meeting
Should matter
table matter
nomination from*

John C. London
1111 Danube Trail
Sugar Hill, GA.
30518

The Honorable Gary Webster
Mayor Of Sugar Hill
City Of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

*as motion to Davis made
to Pauls Appoint
for 3 for
standing order*

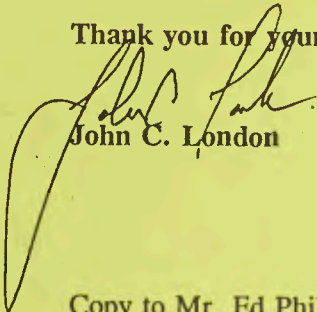
Mr. Mayor.

This letter is to serve as formal notice that I must resign my seat on the Planning and Zoning Board of Appeals effective 15 October 1994.

It is with regret that I tender my resignation, especially on such short notice, but I have personal obligations that conflict with this appointment and I must, in all good conscience, give priority to these personal obligations.

It has been a pleasure to serve and I have achieved a great sense of accomplishment by serving the city in this manner.

Thank you for your understanding,


John C. London

Copy to Mr. Ed Phillips
Chairman Planning and Zoning Board of Appeals

CLERK'S REPORT

We have been working diligently to get the Tax Digest ready to go to the printers. Hopefully we will have this done in the next two (2) weeks.

Attorney Lee Thompson is preparing an Ordinance to incorporate the new Occupational License Tax rules into our Business License Ordinance. This will be presented to you before the beginning of the new year, so we will be legal when we begin collecting Business Licenses for 1995.

The employees at City Hall work, sometimes under stressful situations, to give their best to the City of Sugar Hill. I want to commend each of them for their dedication to their jobs and to their supervisors.

30%
returns
investment

TO: Mayor & Council Members
FROM: Warren P. Nevad
RE: OCTOBER 10, 1994 CITY MANAGER REPORT
DATE: October 5 1994

**City Manager Report
Month Ending September 1994**

1. EMPLOYEES:

We are preparing revised position description questionnaires for each city position. Shirley Gibbs is researching other Municipal and State Ethics Codes for future consideration. Kim Landers successfully coordinated the voluntary flu shot program for 25 employees and officials. Margie Wilson has been collaborating with Wilbur Hyde in implementing new safety policies at the barn. Ruth Switzer scored a 96 on her capital budgeting exam administered by Paul Glick of the University of Georgia. We are proud of Ruth's achievement.

2. CUSTOMER SERVICE:

Margaret McEachern is presenting a revised ordinance incorporating amended deposit procedures for new homeowners and renters. She has also developed new customer surveys located in the lobby at City Hall.

3. BUDGET:

Betty Garbutt and I have prepared our proposed 1995 Budget draft. Our 1995 budget established a new renewal and replacement account which will be funded by 3% of enterprise fund user fees. We will schedule a workshop meeting. Betty has also prepared detailed monthly revenue and expense reports. We will be developing monthly cash flow analysis.

4. GRANTS:

Danny Pugh has submitted a \$10,000 grant application to fund a new recycling center to be located at E.E. Robinson Park. We will keep you advised of future developments. In addition, Danny has submitted a State Department of Community Affairs; Planning Grant to fund curbside improvements at E.E. Robinson Park.

5. PLANNING & DEVELOPMENT

Ken Crowe and Tony Bauman are reviewing plans for a 20,000 square foot warehouse building on Peachtree Industrial Boulevard. Also, we have issued a Development Permit for Emerald Plantation.

6. SAWNEE ELECTRIC:

Sawnee is currently reviewing our 1994 Electric Consumption records with Georgia Power in order to project our future electric costs. We have conditioned Sawnee that they must provide the City with sufficient backup power at the Wastewater Plant to meet the State Environmental Protection Department's guidelines. Please refer to previous correspondence.

7. GOLF COURSE CLUBHOUSE:

Wade Queen and I are preparing our cost benefit analysis concerning potential Clubhouse-Related revenues. We will be seeking approval to request bids for construction of the ~~Golf~~ *Club House* Course. Staff's goal is to complete construction prior to the summer of 1996. We believe that the Golf Course must be in a position to benefit economically from the Olympics.

8. CLOSURE PLANS:

These plans have been accepted by the State. Mid-American is preparing to implement the same.

Please call me should you have any questions - Best Wishes for a Productive Meeting.

kbl

CITY OF SUGAR HILL

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

Printed on: OCTOBER 5, 1994

DATE RANGE: 09/01/94 THROUGH 09/31/94

	CODE	PRMS	VALUATION	FEEES	DUE	UNITS
	-----		-----	-----	-----	-----
NEW RESIDENTIAL HOUSEKEEPING BLDGS:						
* Single Family Houses Detached	101	15	1,239,056.00	13,364.40		0
* Single Family Houses Attached	102	0	0.00	0.00		0
* 2 Family Building	103	0	0.00	0.00		0
* 3 and 4 Family Buildings	104	0	0.00	0.00		0
* 5 or More Family Buildings	105	0	0.00	0.00		0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213	0	0.00	0.00		0
* Other Non-Housekeeping Shelter ...	214	0	0.00	0.00		0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318	0	0.00	0.00		0
* Churches & Other Religious	319	0	0.00	0.00		0
* Industrial	320	0	0.00	0.00		0
* Prkng Garages (Blds & Open Decked)	321	0	0.00	0.00		0
* Service Stations & Repair Garages	322	0	0.00	0.00		0
* Hospitals & Institutional	323	0	0.00	0.00		0
* Offices, Banks, & Professional ...	324	0	0.00	0.00		0
* Public Works & Utilities	325	0	0.00	0.00		0
* Schools & Other Educational	326	0	0.00	0.00		0
* Stores & Customer Services	327	0	0.00	0.00		0
* Other Non-Residential Bldgs	328	0	0.00	0.00		0
* Structures Other than Buildings ...	329	0	0.00	0.00		0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434	3	0.00	614.00		0
* Non-Residential & Non-Housekeeping	437	0	0.00	0.00		0
* Adds of Resid. Garages (Atch/Detc)	438	3	0.00	170.00		0
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645	1	0.00	50.00		0
* 2 Family Buildings	646	0	0.00	0.00		0
* 3 & 4 Family Buildings	647	0	0.00	0.00		0
* 5 or More Family Buildings	648	0	0.00	0.00		0
* All Other Buildings and Structures	649	0	0.00	0.00		0

TOTALS FOR PERMITS SHOWN ABOVE		22	1,239,056.00	14,198.40		0

Totals of other permits in the period		98	0.00	2,897.73		0

TOTAL FOR ALL PERMITS IN THE PERIOD		120	1,239,056.00	17,096.13		0

SUBDIVISION LOT AVAILABILITY LIST

AVAILABLE LOTS	SUBDIVISION	NEAR WHAT MAJOR STREET	PERMITS ISSUED	C.O.'S ISSUED	OTS NOT BUILT ON
25	BENT CREEK I	LEVEL CREEK ROAD	25	25	0
49	BENT CREEK II	LEVEL CREEK ROAD	49	49	0
33	BENT CREEK III	LEVEL CREEK ROAD	29	29	2
44	BENT CREEK IV	LEVEL CREEK ROAD	43	41	1
36	BENT CREEK IV	LEVEL CREEK ROAD	36	36	0
7	BRANDON OAKS	AUSTIN GARNER ROAD	5	5	2
26	BROOKSIDE AT PARKVIEW	PARKVIEW MINE DRIVE	13	11	13
31	COUNTRY MEADOWS	OWEN CIRCLE	31	31	0
35	EMERALD LAKES IV	CUMMING HIGHWAY	16	2	18
131	LAKEFIELD FOREST (ALL)	LEVEL CREEK ROAD	112	90	19
44	MILL CREEK TRACE	SOUTH ROBERTS DRIVE	44	44	0
154	PARKVIEW NORTH	LEVEL CREEK ROAD	154	154	0
174	PRINCETON OAKS (ALL)	RIVERSIDE ROAD	102	102	72
116	SECRET COVE	OLD SUWANEE ROAD	111	104	5
46	SPRING HILL PLANTATION	SPRING HILL DRIVE	46	46	0
35	SUGAR BROOK	HILLCREST DRIVE	35	35	0
23	SUGAR CREEK	LEVEL CREEK ROAD	23	23	0
96	SUGAR CROSSING (ALL)	AUSTIN GARNER ROAD	55	43	41
39	SUGAR WOODS	LEVEL CREEK ROAD	39	39	0
3	SYCAMORE STATION	SYCAMORE ROAD	3	3	0
146	SYCAMORE SUMMIT	SYCAMORE/RIVERSIDE ROAD	143	142	3
7	SYCAMORE SUMMIT V	SYCAMORE ROAD	4	0	3
14	THE LAKES AT RIVERSIDE	RIVERSIDE ROAD	13	13	1
51	THE LINKS (ALL)	SUWANEE DAM ROAD	0	0	51
46	THE OAKS AT LANIER UNIT I	HIGHWAY 20	33	20	13
48	THE SPRINGS UNIT I	HIGHWAY 20	35	32	13
50	WEST PRICE HILLS	WEST PRICE ROAD	46	46	4



INDICATES COMPLETED

THIS REPORT WAS PRINTED ON OCTOBER 5, 1994

CITY OF SUGAR HILL

<< STATISTICAL BREAKOUT >>

<----- Inspections -----> <----- Re-Inspections -----> Based On † Activities

† ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
137	100	61	35	37	28	9	44
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	73	61	35	27	76	24	32

INSPECTOR ID BREAKDOWN

TONY	BUILDING INSPECTIONS	112
KEN	"	4
RALPH	SEWER INSPECTIONS	15
COTTON	"	5
DANNY	"	1

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CITY OF SUGAR HILL

DATE	#	RESIDENTIAL 1000-0001	COMMERCIAL 1000-0002	MISCELLANEOUS 1000-0003	MOBILE HOMES 1000-0004	DEVELOPMENT 1000-0005	GAS 1000-0006	WATER 1000-0007	SEWER 1000-0008
09/01/94	1	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
09/07/94	1	28.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/08/94	5	1461.00	0.00	0.00	0.00	0.00	900.00	0.00	100.00
09/09/94	7	1285.60	0.00	20.00	0.00	810.00	450.00	0.00	72.73
09/12/94	8	1462.40	0.00	10.00	0.00	0.00	1125.00	750.00	50.00
09/13/94	5	769.40	0.00	20.00	0.00	0.00	1200.00	0.00	2050.00
09/14/94	2	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09/16/94	1	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/20/94	2	0.00	417.00	10.00	0.00	0.00	0.00	0.00	0.00
09/21/94	2	150.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
09/22/94	4	950.00	0.00	0.00	0.00	0.00	450.00	0.00	50.00
09/26/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
09/27/94	3	470.00	0.00	10.00	0.00	0.00	225.00	0.00	25.00
09/28/94	2	555.00	0.00	0.00	0.00	0.00	275.00	0.00	25.00
09/29/94	2	0.00	0.00	10.00	0.00	250.00	0.00	0.00	0.00
TOTALS	46	7456.40	417.00	100.00	100.00	1060.00	4850.00	750.00	2372.73

Non-Existing Categories 0.00
 Current Categories 17106.13
 =====
 Grand Total 17106.13

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CITY OF SUGAR HILL

PERMIT TYPE AND DESCRIPTION	# OF PERMITS	VALUATION	FEES DUE	FEES PAID
AD - ADDITION/GARAGE PERMIT	4	0.00	342.00	342.00
AV - ADMINISTRATIVE VARIANCE	2	0.00	300.00	300.00
CM - COMMERCIAL PERMIT	1	0.00	417.00	417.00
DL - DEMOLITION	1	0.00	50.00	50.00
DP - DEVELOPMENT PERMIT	1	0.00	832.73	832.73
EC - ENERGY CODE AFFIDAVIT	16	0.00	0.00	0.00
EL - ELECTRICAL AFFADAVIT	21	0.00	0.00	0.00
FP - FENCE PERMIT	3	0.00	0.00	0.00
GP - GRADING PERMIT	1	0.00	250.00	250.00
ME - HEATING/AIR AFFADAVIT	21	0.00	0.00	0.00
MH - MOBILE HOME INSTALLER AFFIDAVIT	1	0.00	0.00	0.00
MI - COMPLIANCE PERMIT	2	0.00	50.00	50.00
MN - MOBILE HOME INSPECTION NEW	1	0.00	100.00	100.00
PL - PLUMBING AFFADAVIT	13	0.00	0.00	0.00
SB - STORAGE BUILDING	1	0.00	25.00	25.00
SP - SINGLE FAMILY RESIDENTIAL	15	884,744.00	13,364.40	13,364.40
SP - SIGN PERMIT	2	0.00	325.00	325.00
TL - TRADE LICENSE REGISTRATION	9	0.00	90.00	90.00
TP - TAP & METER PAYMENTS	5	0.00	950.00	950.00
TOTALS FOR ALL PERMIT TYPES	120	884,744.00	17,096.13	17,096.13



CITY OF SUGAR HILL

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

METER READING DEPARTMENT

SEPTEMBER 1994

TOTAL NEW CUSTOMERS:

CONSISTING OF: 63 NEW CUSTOMERS
 47 GAS & WATER CUSTOMERS
 9 GAS ONLY CUSTOMERS
 7 WATER ONLY CUSTOMERS

TOTAL OF CUSTOMERS MOVING OUT OF CITY: 25

CONSISTING OF: 10 GAS & WATER CUSTOMERS
 8 GAS ONLY CUSTOMERS
 7 WATER ONLY CUSTOMERS

TOTAL GAS CUSTOMERS: 3323

TOTAL WATER CUSTOMERS: 2419

TOTAL SEWER CUSTOMERS: 2214

RE-READS BEFORE BILLING: 352-THIS IS RE-READS I DO BEFORE THE BILLS GO OUT.
THIS DOES NOT MEAN THE READINGS WERE WRONG.
MY JOB IS TO CHECK THE READINGS BY THE ROUTES,
TO CATCH MISTAKES BEFORE THE CUSTOMER RECEIVES
THE BILL.

RE-READS PER CUSTOMERS REQUEST: 17

OVER-READS: 5

CUT-OFFS: 25/FOR BOTH BILLING CYCLES

REPORT BY: MARGARET MCEACHERN
CUSTOMER SERVICE MANAGER

WASTEWATER DEPARTMENT

September 1994

Liftstations: There was only general maintenance and repairs on our liftstations in the month of September.

Sewer Capacity Available:

Total Sugar Hill capacity at Southside plant.....	600,000gpd
Average Sugar Hill usage for September.....	321,494gpd
Average Sugar Hill capacity left.....	<u>278,506gpd</u>

Total # of lots approved, but not tapped on.....	244
Average usage for these lots based on 400 gpd.....	<u>97,600gpd</u>

Total capacity at Sugar Hill plant.....	500,000gpd
Average usage for September.....	216,267gpd
Average capacity left.....	<u>283,733gpd</u>

Donna Zinskie
Collection System Supervisor

Prepare
Approve

SEPTEMBER 1994

WILSON JONES COMPANY 674088 Columbia Rd. S.

Date	Meter Flow	12 Mid. Daily Flow Total	Max. Rate Time of Flow	Min. Rate Time of Flow	Daily Avg. Reading MGD	Flow in Gals. Feet of Head In Inches	Gallons Sent to Buford
9 01	7:36 223235/269380786	335582	67/745 ^A	11/418 ^A	33	517-42	311195
9 02	7:40 226347/269691981	313497	66/890 ^A	09/307 ^A	31	382-34	308482
9 03	8:13 229431/270000963	315093	62/197 ^P	09/332 ^A	32	242-25	309067
9 04	8:58 232523/270309530	361227	65/123 ^P	08/312 ^A	31	271-27	277509
9 05	8:18 235297/270587039	270096	61/1029 ^A	09/451 ^A	33	165-19	335361
9 06	8:03 238651/270922400	323704	70/934 ^A	08/331 ^A	32	428-36	311391
9 07	7:59 241765/271233791	307493	68/837 ^A	07/338 ^A	30	363-34	316567
9 08	8:27 244931/2715550358	305926	59/943 ^A	03/342 ^A	30	512-41	293970
9 09	7:25 247870/271844228	321239	64/1111 ^P	08/452 ^A	32	399-35	322694
9 10	8:51 251154/272172922	251154	67/798 ^A	06/439 ^A	30	619-46	289796
9 11	8:16 254054/272462718	307068	65/1122 ^A	09/547 ^A	30	329-30	321201
9 12	8:00 257246/272783919	305108	64/904 ^A	07/536 ^A	30	477-37	311791
9 13	8:08 260384/273095710	311637	65/751 ^A	07/357 ^A	31	528-40	310259
9 14	8:15 263487/273405969	309218	63/732 ^A	03/405 ^A	30	573-45	316123
9 15	8:11 266648/273722092	311878	66/731 ^A	07/359 ^A	31	424-36	331492
9 16	8:29 269963/274053584	318321	66/1012 ^P	08/432 ^A	31	414-35	333282
9 17	8:47 273295/274386866	330799	63/806 ^A	03/340 ^A	33	372-34	352714
9 18	9:01 276822/274739580	243242	74/1130 ^A	09/335 ^A	34	461-37	349312
9 19	8:32 280315/27508892	367327	78/944 ^P	10/259 ^A	36	397-33	323923
9 20	8:29 283554/275412815	324004	62/827 ^A	09/318 ^A	32	474-39	325049
9 21	8:20 286804/275737864	328053	66/943 ^P	09/359 ^A	32	471-39	335390
9 22	8:24 290157/276073254	335442	63/727 ^P	09/312 ^A	33	471-39	333067
9 23	8:16 293488/276406321	341914	67/816 ^P	08/427 ^A	31	368-38	336443
9 24	8:03 296854/276742764	348510	70/656 ^P	09/331 ^A	34	240-24	331053
9 25	8:14 300165/277073817	341306	93/833 ^A	12/557 ^A	34	196-22	360409
9 26	8:20 303768/277434226	330232	70/255 ^P	10/522 ^A	33	497-40	337366
9 27	8:30 307142/277771592	343355	72/754 ^A	10/259 ^A	34	428-36	323207
9 28	8:10 310374/278094799	324982	65/923 ^P	09/501 ^A	32	508-38	317564
9 29	8:10 313549/278412365	325628	64/741 ^A	09/349 ^A	32	601-46	320974
9 30	8:15 316759/278733229	316420	64/944 ^P	08/356 ^A	31	644-46	292271
10 01	8:02 319683/279025610	311597	66/1027 ^A	08/347 ^A	31	247-25	
33	Hwy 23 Car Wash	Aug.	7148	to	Sept.	7230	
34	Gwinnett Federal	"	1345	"	"	2203	
35	Hartford Run Apts. #	"	59773	"	"	60880	
36	#	"	10856	"	"	10875	

AGENDA
CITY OF SUGAR HILL
NOVEMBER 14, 1994
7:30 P.M.

CALL TO ORDER, INVOCATION, AND PLEDGE TO THE FLAG:

APPROVAL OF AGENDA:

APPROVAL OF OCTOBER 1994 MINUTES:

COMMITTEE REPORTS:

- A) Planning and Zoning Board
- B) Zoning Appeals Board
- C) Recreation Board
- D) Budget and Finance
- E) Solid Waste and Economic Development
- F) Golf and Waste Water Treatment

CITIZEN'S COMMENTS:

OLD BUSINESS:

- A) Report on Golf Course Club House Bids
- B) Scheduling of Budget Work Session
- C) Report on Golf Course Audit

NEW BUSINESS:

- A) Resolution to widen Highway 20: Manager Nevad
- B) Annexation of Scott Hudges property

CITY CLERK'S REPORT:

CITY ATTORNEY'S REPORT:

CITY MANAGER'S REPORT:

COUNCIL REPORTS:

CITIZEN'S COMMENTS:

EXECUTIVE SESSION:

- A) To discuss property, pending litigation, and personnel

ADJOURNMENT:

DEPTSUM.XLS

John
11/3/94

October 1994 Revenue Expense Report by Dept .

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	878,733	522,205	59.43%	(356,528)
Exp.	690,648	656,839	95.10%	(33,809)
Net Income	188,085	(134,634)	71.58%	(322,719)
2) Inspec.:				
Rev.	74,000	80,970	109.42%	6,970
Exp.	59,078	59,682	101.02%	604
Net Income	14,922	21,288	142.66%	6,366
3) Street:				
Rev.	72,800	55,895	76.78%	(16,905)
Exp.	229,346	182,298	79.49%	(47,048)
Net Income	(156,546)	(126,403)	80.74%	30,143
4) Sanitation:				
Rev.	405,158	331,951	81.93%	(73,207)
Exp.	324,905	309,846	95.36%	(15,059)
Net Income	80,253	22,105	27.54%	(58,148)
5) Gas:				
Rev.	2,166,079	1,749,136	80.75%	(416,943)
Exp.	1,678,244	958,446	57.11%	719,798
Net Income	487,835	790,690	162.08%	302,855
6) Water:				
Rev.	702,744	563,365	80.17%	(139,379)
Exp.	677,735	586,493	86.54%	(91,242)
Net Income	25,009	(23,128)	92.48%	(48,137)
7) Sewer:				
Rev.	623,118	428,977	68.84%	(194,141)
Exp.	884,802	699,737	79.08%	(185,065)
Net Income	(261,684)	(270,760)	103.47%	(9,076)
8) Golf:				
Rev.	690,343	666,703	96.58%	(23,640)
Exp.	849,167	658,812	77.58%	190,355
Net Income	(158,824)	7,891	4.97%	166,715
9) Total Funds:				
Rev.	5,612,975	4,399,202	78.38%	(1,213,773)
Exp.	5,393,925	4,112,153	76.24%	(1,281,772)
Total Income	219,050	287,049	131.04%	67,999

222
243/198

CITY OF SUGAR HILL
SUMMARY 1994 BUDGET
AND BUDGET REVISIONS

	Original Budget	Budget Revisions	Revised Budget Approved	Actual Expenses/ Expenditures	83.33% Bud	Variance 83.33% to Budget
GENERAL FUND 01						
Administrative Revenue	\$878,733	\$0	\$878,733	\$521,967	\$732,278	(\$210,311)
Inspection Revenue	\$74,000	\$0	\$74,000	\$78,672	\$61,667	\$17,005
Street Department Revenue	\$72,800	\$0	\$72,800	\$55,845	\$60,667	(\$4,822)
Total Revenues	\$1,025,533	\$0	\$1,025,533	\$656,484	\$854,612	(\$198,128)
Administrative Expenditures	\$743,414	(\$52,766)	\$690,648	\$643,174	\$575,540	\$67,634
Inspection Expenditures	\$60,578	(\$1,500)	\$59,078	\$57,574	\$49,232	\$8,342
Street Department Expenditures	\$236,346	(\$7,000)	\$229,346	\$174,086	\$191,122	(\$17,036)
Total Expenditures	\$1,040,338	(\$61,266)	\$979,072	\$874,834	\$815,894	\$58,940
Budgeted Surplus/(Deficit)	(\$14,805)	\$61,266	\$46,461	(\$218,350)	\$38,718	(\$257,068)
SANITATION FUND 02						
Sanitation Revenues	\$597,180	(\$192,022)	\$405,158	\$320,902	\$337,632	(\$16,730)
Sanitation Expenses	\$351,687	(\$26,782)	\$324,905	\$298,344	\$270,754	\$27,590
Budgeted Surplus/(Deficit)	\$245,493	(\$165,240)	\$80,253	\$22,558	\$66,878	(\$44,320)
WATER FUND 03						
Gas Revenues	\$2,166,079	\$0	\$2,166,079	\$1,713,470	\$1,805,066	(\$91,596)
Gas Expenses	\$1,694,090	(\$15,846)	\$1,678,244	\$948,355	\$1,398,537	(\$450,182)
Budgeted Surplus/(Deficit)	\$471,989	\$15,846	\$487,835	\$765,115	\$406,529	\$358,586
WATER FUND 04						
Water Revenue	\$702,744	\$0	\$702,744	\$539,435	\$585,620	(\$46,185)
Water Expenses	\$689,895	(\$12,160)	\$677,735	\$578,357	\$564,779	\$13,578
Budgeted Surplus/(Deficit)	\$12,849	\$12,160	\$25,009	(\$38,922)	\$20,841	(\$59,763)
SEWER FUND 06						
Sewer Revenues	\$623,118	\$0	\$623,118	\$412,621	\$519,265	(\$106,644)
Sewer Expenses	\$1,056,663	(\$171,861)	\$884,802	\$691,754	\$737,335	(\$45,581)
Budgeted Surplus/(Deficit)	(\$433,545)	\$171,861	(\$261,684)	(\$279,133)	(\$218,070)	(\$61,063)
GOLF COURSE FUND 07						
Golf Course Revenue	\$725,208	(\$34,865)	\$690,343	\$666,703	\$575,286	\$91,417
Golf Course Expenses	\$889,699	(\$40,532)	\$849,167	\$649,338	\$707,640	(\$58,302)
Budgeted Surplus/(Deficit)	(\$164,491)	\$5,667	(\$158,824)	\$17,365	(\$132,354)	\$149,719
TOTAL FUNDS SUMMARY						
Total Budgeted Revenues	\$5,839,962	(\$226,887)	\$5,613,075	\$4,309,615	\$4,677,481	(\$367,866)
Total Budgeted - Expenditures/Expenses	\$5,722,372	(\$328,447)	\$5,393,925	\$4,040,982	\$4,494,939	(\$453,957)
Total Budgeted Surplus/(Deficit)	\$117,490	\$101,560	\$219,050	\$268,633	\$182,542	\$86,091

Effluent Irrigation on Georgia Golf Courses

By

Jeff Hefner, CGCS
Sugar Hill Golf Club

In an age of public and private environmental awareness, the golf industry must meet and overcome many challenges. One such challenge is acquiring and maintaining an adequate irrigation supply. In these times of diminishing water resources this can often be a difficult task. One potential irrigation source is effluent water. While effluent use poses a number of problems, it can provide a viable and reliable source of irrigation. A description of how effluent is used and regulated can best demonstrate its positive and negative aspects.

In the case of Sugar Hill Golf Club, our facility was designed as a land application effluent treatment plant. The golf course itself is actually a secondary aspect of the facility. The city of Sugar Hill, in evaluat-

ing future waste water disposal needs, determined that additional treatment and disposal capacity was needed. After much discussion, the city proposed to develop a 27 hole golf course on 268 acres. This daily fee course would also act as the city's land application effluent disbursement site. This plan was approved and construction of the treatment plant and a golf course began shortly afterwards.

Our facility is now on line with a treatment plant processing 500,000 gallons of waste water per day. This processing train includes screening, grit removal, flow monitoring, activated sludge stabilization, clarification, sand filtration and chlorination. Aerobic sludge digestion and drying beds are also part of the system. As the city's needs increase, we will be able to process one million gallons per day.

The Georgia EPD requires that effluent treatment sites maintain adequate water storage areas. The required capacity

is determined by the sum of a site's operational storage and water balance storage. Our operation must provide storage for at least 16 days of ultimate plant capacity (16 million gallons). We achieve this storage with a series of holding ponds.

State regulations also require that we have monitoring programs on site. These programs include 12 ground water monitoring wells located across the property. These wells were located according to EPD guideline. They allow us to monitor depth to groundwater, nitrate nitrogen, total phosphorous, pH, specific conductance, fluoride, fecal coliforms and Biological Oxygen Demand.

The EPD regulations also state that we must maintain buffer zones of 300 feet between irrigated areas and any existing or planned residences. We must also maintain 150 foot buffers from all property, boundaries and public roads. Lakes, rivers and streams must also be protected with 100 foot buffers from irrigated areas. Our effluent storage ponds, however, are exempt from this buffer regulation.

Once all the regulations are met one must deal with the chore of daily effluent application. The water must be handled every day once the facility goes on line. This means putting out large quantities of water even when you may not want it. Our irrigation system does not have rough heads, so we must apply most of the effluent on the fairways. Our capacity requires that we need never apply more than 2.21 inches of water per week. We attempt to disburse water at night, but if necessary we will irrigate during the day. Sugar Hill Golf Club is allowed to irrigate during playing hours as long as the public does not directly contact the effluent. However, because we are a land application site first and a golf course second, we would close the course if effluent applications were ever needed.

As of this writing, Sugar Hill has been on line for only a few months. Many questions on effluent use will remain unanswered for several years.

see IRRIGATION page 16

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IRRIGATION from page 14

We still do not know how the effluent pH and chlorine will affect the putting greens. Sodium and other substances may also pose problems. Currently Sugar Hill has few industrial sites; however, future growth will bring industry and its more dangerous wastes. The treatment process should eliminate all sediment, but we still do not know if layering will occur on the putting greens. Because Sugar Hill Golf Club may be the only effluent land application golf course in Georgia, our own experience with the system will have to answer the questions we have now and in the future.

From a superintendent's viewpoint, effluent water use provides many challenges. While we have a waste water specialist that supervises the water treatment, I am expected to understand the process. Scheduling the effluent application is not always easy and involves watering when it is not agronomically desirable. Much of the state regulations concerning effluent land application are vague. Sugar Hill Golf Club might even be considered a testing ground for future effluent legislation. I am not even sure of my legal liabilities for any unwitting EPD infrac-

tions. The project is so new to the state and myself that everyone is learning new information daily.

As for the viability of effluent water, the process holds great promise. We are disposing of effluent water without discharging it in waterways. In fact, turf may be the best final treatment for effluent waste. Unlike food crops, turf application reduces the chance of contaminants entering the food chain. The growth characteristics of turfgrass also make it an effective filtering system because of its demand for water and nutrients. The nutrients found in effluent water may even provide better turf than in normally irrigated areas.

Despite the headaches of managing effluent irrigation, the concept does have a bright future. As new golf courses search for water sources, effluent may be the answer. There are many unknowns involved, but I hope to find answers in the future. The regulations are changing quickly and may affect the viability of the process. Hopefully, this will be the first of a series of annual articles on effluent water use. I look forward to keeping you updated on the process of Sugar Hill Golf Club and effluent use in general. ○

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CITY OF SUGAR HILL

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Has your business experienced one of Sugar Hill's most valuable assets?

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Architect Willard Byrd's design is now reaching its maturity at two years old, and will challenge golfers at all skill levels.

Picture yourself and your clients enjoying a round of golf on rolling hills, surrounded by natural forests, while discussing future business.

Two things are missing in this picture..... you with your client, and a clubhouse in which to entertain.

We invite you to visit Sugar Hill Golf Club and share your ideas on the type of clubhouse facility that would enhance the beauty of the property, as well as satisfy your needs to make your golf experience more enjoyable.

Enclosed for your convenience, and review is a rate chart along with interesting information pertaining to the Golf Course, its staff, and future clubhouse construction.

For additional information contact Sugar Hill City Manager Warren Nevad at 945-6716 or Sugar Hill Golf Club at 271-0519.

|

CITY OVERVIEW

Golf course is draw for city

SUGAR HILL

The high ratio of residences to commercial developments make Sugar Hill — a peaceful community resting near the northern tip of Gwinnett County — a prime location for businesses, and city officials say they hope to take part in the industry upsurge.

By continuing to change, city officials say, Sugar Hill is setting the stage for future residential and commercial growth.

City officials say they believe that within the next couple of years more industries will move into the area, giving the city a stronger tax base.

Although Sugar Hill is primarily a residential municipality, it does have its share of commercialism. Almost 50 offices operate out of The North Gwinnett Professional Building near

Georgia Highway 20. The town also boasts several cabinet businesses.

A major recreational draw for the city is its 18-hole golf course.

City officials say the 270-acre golf course near Suwanee Dam Road will provide a recreation center for the town's 5,000 residents, furnish the city with a clean, money-making industry, and help the town keep its taxes low.

City officials say golf courses are very profitable, and they expect the profits to exceed \$100,000 per year. The golf industry brings in \$20 billion per year nationwide — a figure that is expected to double by the turn of the century, according to the latest statistics.

Additionally, the number of golf courses in the country is projected to grow from 13,700 now to 20,000 in

the next nine years.

However, it is the love of golf rather than environmental concerns that draws people out to the course site.

But the golf course isn't the only recreational area in Sugar Hill; there is also E.E. Robinson Park, which features basketball and tennis courts, a playground, a nature trail and a pavilion that can be rented from the city.

Sugar Hill Golf Club drives Queen to work

By Jodie McNulty
For The News

For Wade Queen, opening his golf course and continuing with his hobby was the right choice for him. On June 15, 1992, he opened the Sugar Hill Golf Club at 6094 Suwanee Dam Road in Sugar Hill.

"I had been in management for close to 30 years and then I retired. Once I retired I went to work for a golf course and when the owner resigned in September 1992 they asked me to take over," Queen said. "I had been an avid golfer for over 25 years and I thought it was the kind of career that I wanted to pursue after retirement. I really enjoy my job."

The interesting and rewarding sides to the golf business have gone hand in hand for Queen.

"I love being associated with something that I love as much as golf and it is very rewarding for me to do. The day this golf course opened was a very interesting experience," Queen said. "It was a year behind in construction and that was the highlight in my experience with the golf course."

The growing golf industry have made it possible for Queen to fulfill his goals.

"This golf course has been growing since the day we opened and has had a constant growth. The course is becoming more mature with time. This is a growing industry and this course has grown with the industry," he said. "I have been a lifelong resident in this area and my family has been here for a long time. When I was transferred here in the '80s, I was glad to be



JODIE McNULTY/For The News

Wade Queen manages the Sugar Hill Golf Club, which opened in June 1992.

Business Briefcase

back home. My number one goal here was to get the golf course open. I also want to make it profitable and see the course through to its completion with nine more holes and lots more."

For the Sugar Hill Golf Club's 10 full-time employees and six part-time employees, their secret to success has been very simple.

"Our only secret to success has been being honest and sincere with the people we serve. Without them we really don't have a business," Queen said.

Aside from work, Queen, 59, and his wife, **Bobbie**, have been married for 36 years. Together they have raised two children, **Alan** and **Julie**. Alan is married to **Tracy** and Julie

is married to **Paul**. Julie and Paul have one son, **Cody**, and are expecting their second child this month. Queen is a native of the Sugar Hill area and his hobbies include playing golf and doing woodwork.

"This area is great because it is my home. From here we have access to anything needed. Sugar Hill is close to Atlanta, the mountains and also to the coast, as well as Lake Lanier," Queen said.

The Sugar Hill Golf Club is open from 7 a.m. until 8:45 p.m. from Tuesday through Sunday. The club is closed on Monday. The hours change with each season.

Sugar Hill looks at building golf course clubhouse

By Charles Duncan
The News

SUGAR HILL — At the Oct. 10 council meeting, the city council will review a feasibility study on how the city can construct a clubhouse for the Sugar Hill Golf Course.

The cost benefit study will be submitted by City Manager Warren Nevad, who after talking with Golf Course Director Wade Queen, feels that a permanent clubhouse should be considered by the council.

Queen feels a permanent structure is in order to be competitive with future courses.

"Currently, the closest thing we have to a clubhouse is a mobile trailer," Queen said. "We pay \$4,740 a year to rent the mobile trailer. This cost would be negated by a permanent structure."

The estimated cost of building a permanent 4,800-square-foot clubhouse is \$400,000. Based on a 10-year

loan at 8.5 percent interest, the principal and interest would be \$60,000 annually, said Queen.

There are several advantages to building a clubhouse, Queen said.

Those advantages include:

- The current mobile clubhouse's projected annual net income from beer sales is \$10,400. That figure could be considerably increased should a permanent clubhouse be constructed.

- The projected number of rounds for 1995 is 21,420, only a slight increase from 1994. A number of new courses will be opening in 1995 and to compete Queen feels Sugar Hill's course must up be updated to include a permanent clubhouse.

- A course surcharge could increase revenues to help support the bond referendum.

"We've got a great course, but there is something missing," Queen said. "A permanent clubhouse is the key to attracting more players to the

course.

A permanent clubhouse structure could be financed by revenue bonds rather than tapping taxpayer resources, Nevad said.

"We are evaluating our current bond covenant to determine if we can issue a revenue bond," Nevad said. "If given approval by the council to pursue bids, we can present a revenue financing program to bond investors."

The clubhouse could be completed in phases or could be scaled down, Nevad said.

"We've toured other clubhouses in the area to see what type of facility would fit our customer needs," Nevad said.

Fellow councilman Charles Spradlin felt a permanent clubhouse is in order, but will not be in favor of anything "if it costs taxpayers a dime."

"There is no doubt that the golf course needs a clubhouse," Spradlin said. "Nobody is disputing that, but

Council liaison: Clubhouse needed

By Charles Duncan
The News

SUGAR HILL — Councilman Steven Bailey, who is the liaison for the council's golf course committee, says that from a marketing standpoint, a clubhouse is needed.

"It's my understanding the city manager will seek permission from the council to go forward and seek permission from the council to go forward and solicit bids for construction," Bailey said.

"This is contingent upon funding and that one of the various mechanisms for funding could be a revenue bond, it could be private money

how it will be paid for is a different story."

"It's a catch-22 situation," he said.

— interplay between industry and the city.

"Up 'til now, we've always been thwarted by our current bond conditions and covenants," Bailey said. "Warren (Nevad) is working to change those covenants which would allow that to take place."

"Revenue bonds is one way we can build a permanent clubhouse, assuming that the current bond covenants that cover the rest of the facility will allow that," Bailey said. "It's sort of like when you have a first mortgage and then you get a second mortgage kind of concept."

"We've got to build a clubhouse out there — period."

Spradlin said he would have to look at the specifics of the revenue bond proposal.

INTEROFFICE MEMORANDUM

DATE: October 27, 1994

RE: Financing alternatives for Golf Course Club House

ATTENDING: Warren P. Nevad, Steve Bailey, Wade Queen,
Lee Thompson, Earl Taylor

Mr. Earl Taylor looked over the '93 bond issue to decide whether or not the golf course revenue was entailed as guarantee for that issue. It is not.

Mr. Taylor then offered three financing alternatives for the \$500,000 needed to build the club house.

1. G. O. Bonds which would need voter approval. It was discussed that if a bond referendum failed to pass, the club house would be a dead issue.

2. Intergovernmental contract financing. It might be possible to set up a recreation authority to purchase the revenue bond, then the city leases from this authority. Lease payments would be in the amount of the monthly debt service. It would be necessary to get approval for this authority through the Georgia general assembly and be signed by the governor.

3. Private donations for the purpose of building.

A construction loan from the bank (or any other source) is not available to any city under state law.

It was recommended that if the city sells bonds, we find private buyers, ie., our local bank, rather than have a public sale because the cost of sale would be excessive on such a small amount of money.

Legal and professional fees (not including city attorney) would be approximately \$10,000 on G. O. Bonds or \$15,000 for Intergovernment Contracts.

There is a round table discussion set up for November 5, 1994, with all interested parties to attend.

October 31, 1994

MEMORANDUM-- 94-53

TO: Mayor/City Council

FROM: Warren Nevad
City Manager



RE: **Agenda Item: Resolution 94-11**

Attached is draft copy of resolution requesting the State of Georgia to widen Highway 20. This resolution will be considered for adoption at the November 14th Council Meeting.

Please call me or Betty should you have questions or comments.

WPN:bms

attachment

cc: City Clerk Betty Garbutt

Handwritten note:
Dad
in
Parker
(5-0)

R E S O L U T I O N
N U M B E R 94-11

A RESOLUTION REQUESTING THE STATE OF GEORGIA
TO WIDEN GEORGIA HIGHWAY 20 THROUGH THE CITY
LIMITS OF SUGAR HILL.

WHEREAS, according to the Atlanta Regional Commission, the population of Sugar Hill is projected to quadruple from a present 6,500 to 28,000 within 15 years; and

WHEREAS, the Mayor and City Council of the City of Sugar Hill desires that public infrastructure facilities serving Sugar Hill have the capacity and are in place when needed to support growth; and

WHEREAS, the Mayor and City Council of the City of Sugar Hill recognize that adequate roads enhance the quality of life of Sugar Hill's residents; and

WHEREAS, Objective III-6 of the City's Comprehensive Plan stipulates that the City will work closely with Gwinnett County and the Georgia Department of Transportation in planning improvements to existing roads; and

WHEREAS, State Highway 20 is a main thoroughfare for traffic off I 85 and I 985 to the Northwest section of Gwinnett County and to Georgia 400; and

WHEREAS, the widening of Highway 20 will enhance the growth and economic development in Sugar Hill; and

WHEREAS, there have been numerous accidents on State Highway 20 due to the heavy traffic flow and the narrow roadway; and

WHEREAS, the widening of State Highway 20 will make State Highway 20 a safer highway for the ever growing traffic in this area, and

WHEREAS, the construction of the outer loop will not alleviate the local traffic on Highway 20; and

WHEREAS, road improvements to Buford and Suwanee Dam Roads will necessitate the widening of Highway 20; and

WHEREAS, the City of Sugar Hill does not have the funds available to finance the widening of State Highway 20.

NOW, THEREFORE BE IT RESOLVED that the City of Sugar Hill requests that the State of Georgia Department of Transportation survey and make the determination that the widening of State

Highway 20 be approved and financed by the State of Georgia Department of Transportation. Also the City requests the support of this project by the Gwinnett County Board of Commissioners.

Council Member

Council Member

Council Member

Council Member

Council Member

Received by the Mayor _____

Returned by the Mayor _____

Approved by the Mayor:

Attest:

Clerk

CITY OF SUGAR HILL
ITEM COUNT FOR FEE CALCULATION

Meeting 11-21-94

PAGE 1

PERMIT : 9401104

TYPE: RZ - REZONING APPLICATION

PREVIOUS PERMIT: NOT FOUND

PROJECT: 94 LF

ADDRESS: SUWANEE DAM ROAD PROPERTY

OWNER NAME: DALLAS S. HUDGENS, III

CONTRACTOR: SCOTT HUDGENS COMPANIES

FEE DUE FROM: SCOTT HUDGENS COMPANIES

CODE CNT

DESCRIPTION OF ITEMS SELECTED	QUANTITY	AMOUNT
RS100-RS200 MH RC 113	1.00	150.00
SUBTOTAL OF ITEM AMOUNTS		150.00

Check - ~~14193~~
14193

PAID
OCT 31 1994

City of Sugar Hill
Rezoning Application

Rezoning Fees depends on what the property is requested to be rezoned to:

RS-100, RS-150, RS-175, RS-200, MH...\$150.00
RG-80.....\$250.00
O&I, HSB.....\$250.00
BG.....\$300.00
LM, HM-1, HM-2.....\$350.00

File Number _____
Map Reference # 7-365-003 # of Acres 211.674
7-349-001
Existing Zoning (R-100) Gwinnett County
Proposed Zoning (PUD)

LAND OWNER:

D. S. Hudgens, Jr. and
Dallas S. Hudgens, III
Name

P.O. Box 988
Address

Duluth, GA 30136
City, State & Zip

476-9441 476-9441
Home Phone Work Phone

D. S. Hudgens, Jr. _____
Signature Date

D. S. Hudgens, III _____
Attorney in fact for Dallas S. Hudgens, III

Planning & Zoning Public Hearing: _____

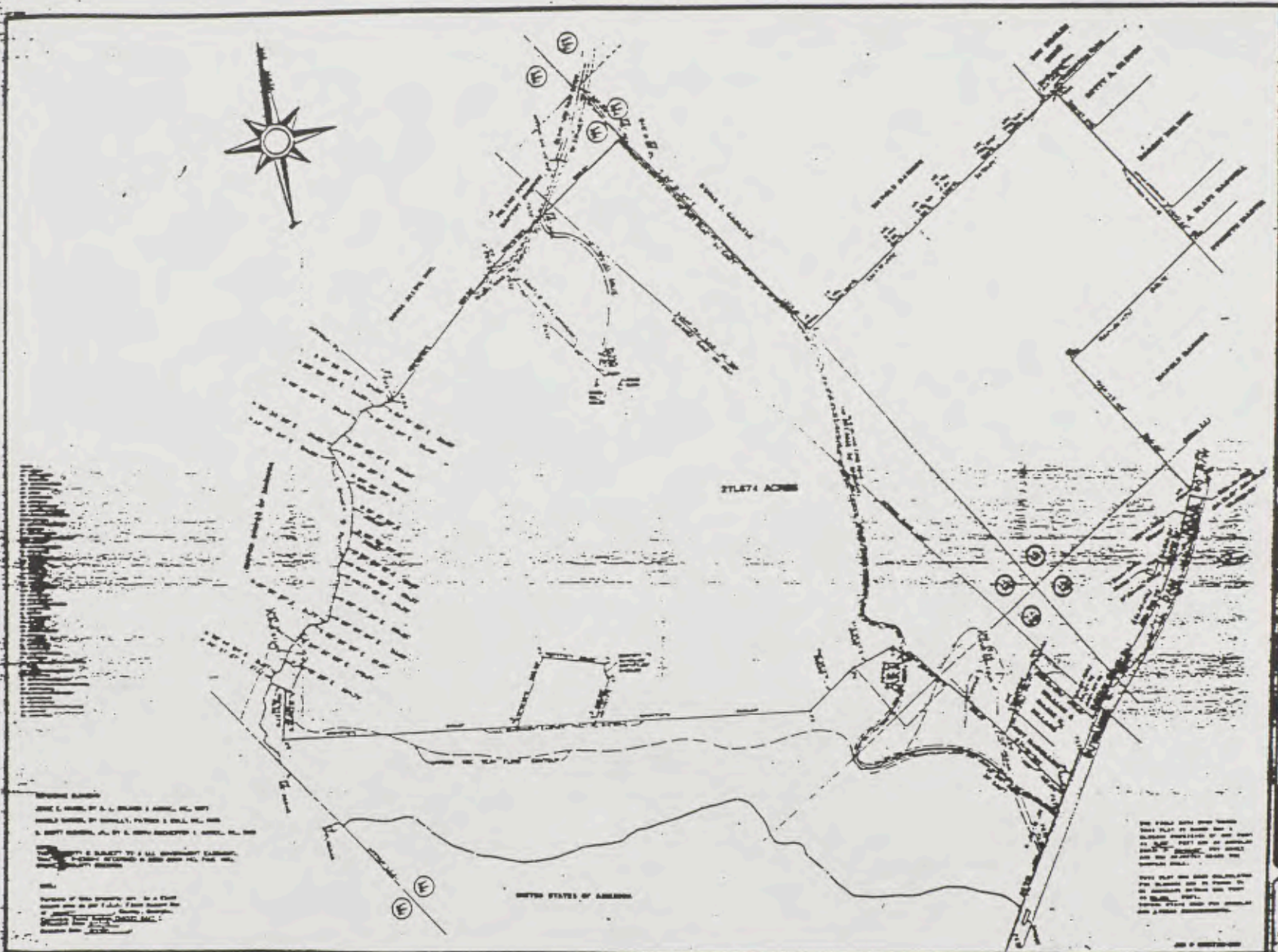
Mayor & Council Public Hearing: _____

Deadline for submitting application in order to follow this time schedule is October 24, 1994.

FOR OFFICE USE ONLY

Amount Paid \$ _____ Date Paid _____

Paid by Cash _____ or Check # _____



ENCLOSURE
STATE OF TEXAS, COUNTY OF DALLAS, ACRES, 1917
WORLD BANK, BY CHARLES F. WALKER & CO., INC.
S. BERT WALKER, JR. BY S. BERT WALKER & CO., INC.

UNITED STATES OF AMERICA
UNITED STATES OF AMERICA

THIS PLAN WAS MADE
BY THE UNITED STATES
ENGINEERING CORPS
AND IS SUBJECT TO ALL
APPLICABLE LAWS
AND REGULATIONS
OF THE UNITED STATES
ENGINEERING CORPS

LAND DESCRIPTION

All of that tract or parcel of land lying and being in Land Lot 364, 365, 348, and 349 of the Seventh Land District, Gwinnett County, Georgia, containing 211.674 acres more or less and being more particularly described as follows:

BEGINNING at the land lot corner common to Land Lots 364, 365, 369 and 370; thence following the land lot line common to Land Lots 364 and 365 in a southeasterly direction, 326.23 feet to the TRUE POINT OF BEGINNING; thence South 30°21'04" East, a distance of 1309.81 feet to a point; thence North 61°15'00" East, a distance of 1670.07 feet to a point; thence South 29°27'37" East, a distance of 1010.22 feet to a point; thence South 60°46'17" West, a distance of 828.72 feet to a point; thence South 29° 13' 10" East, a distance of 866.01 feet to a point on the western margin of the 80-foot right-of-way of Suwanee Dam Road; thence following along the western margin of the 80-foot right-of-way of Suwanee Road along the arc of a curve to the right, said curve having a chord bearing and distance of South 25°46'02" West, 56.21 feet to a point; thence South 27°11'44" West, a distance of 145.00 feet to a point; thence along the arc of a curve to the right, said curve having a chord bearing and distance of South 36°10'03" West, 546.54 feet to a point; thence South 45°08'21" West, a distance of 270.00 feet to a point; thence along the arc of a curve to the left, said curve having a chord bearing and distance of South 41°39'55" West, 187.96 feet to a point; thence departing the western margin of the 80-foot right-of-way of Suwanee Dam Road North 34°26'00" West, a distance of 408.06 feet to a point; thence South 35°31'23" West, 374.77 feet to a point; thence North 34°57'23" West, a distance of 638.62 feet to a point; thence along the arc of a curve to the right, said curve having a chord bearing and distance of North 61°18'53" West, 89.60 feet to a point; thence South 76°56'04" West, a distance of 224.35 feet to a point; thence South 59°48'15" West, a distance of 300.00 feet to a point; thence North 78°17'41" West, a distance of 1060.00 feet to a point; thence North 34°42'19" East, a distance of 225.00 feet to a point; thence along the arc of a curve to the right, said curve having a chord bearing and distance of North 00°13'04" West, 77.09 feet to a point; thence North 69°17'41" West, a distance of 315.00 feet to a point; thence South 35°42'19" West, a distance of 360.00 feet to a point; thence North 78°17'41" West, a distance of 1169.18 feet to a point; thence North 17°29'57" East, a distance of 247.22 feet to a point, thence North 58°04'27" West, a distance of 82.02 feet to a point on the centerline of a branch; thence following along the centerline of the branch, 1713 feet more or less in a northerly direction to a point; thence departing said branch North 52°29'22" East, a distance of 850.83 feet to a point; thence North 60°41'30" East, a distance of 889.91 feet to the TRUE POINT OF BEGINNING.

Said tract or parcel being the same as shown on "Survey for Dallas S. Hudgens III", prepared by Rochester & Associates, Inc., and dated November 2, 1987.

TAX PARCEL

OWNER OF RECORD

7-364-8

Linda L. Bagwell
2367 Whitehouse Road
Dacula, Georgia 30211-1084

7-364-60

Sue Scales Shaw
6448 Suwanee Dam Road
Buford, Georgia 30518-5521

7-364-7A

Betty Glover
6432 Suwanee Dam Road
Buford, Georgia 30518-5521

7-364-70

Sharman F. Stansell
6386 Suwanee Dam Road
Buford, Georgia 30518-5519

7-364-3

J. Blake Bagwell
1688 Buford Dam Road
Buford, Georgia 30518-2073

7-364-2

Kenneth Martin
6346 Suwanee Dam Road
Buford, Georgia 30518

7-364-1

Harold Garner
6318 Suwanee Dam Road
Buford, Georgia 30518

7-349-20

Glida L. and Stanley R. Couch
6252 Suwanee Dam Road
Buford, Georgia 30518-5517

7-348-15

Roy T. McCollum
6242 Suwanee Dam Road
Suwanee, Georgia 30518-5517

7-365-7

Stephen T. Moreland
P.O. Box 476
Duluth, Georgia 30136-0476

7-365-5

Island Ford Trusts
1831 Hebron Hills Drive
Tucker, Georgia 30084-5902

7-365-1

Island Ford Baptist Church
Island Ford Road
Buford, Georgia 30518

PRELIMINARY PLAN
SUWANEEN DAM ROAD TRACT
SPYBERRY COUNTY, GEORGIA

FRANZMAN/DAVIS
& ASSOCIATES, INC.

PREPARED FOR
SCOTT HUDGENS COMPANIES



SCALE IN FEET

TOTAL SITE AREA - 21,187.4 AC
NO. OF LOTS SHOWN - 284

6,177.3 AC
NO. OF LOTS SHOWN - 111
MIN. LOT WIDTH AT S.E. CORNER - 100' 0"
MINIMUM LOT AREA - 1.56 AC
YARD SETBACKS:
FRONT - 25' 0"
SIDE - 10' 0" (15' AT STVAL. CORNERS)
REAR - 10' 0"

1,844.4 AC
NO. OF LOTS SHOWN - 68
MINIMUM LOT WIDTH AT S.E. CORNER - 100' 0"
MINIMUM LOT AREA - 1.56 AC
YARD SETBACKS:
FRONT - 25' 0"
SIDE - 10' 0" (15' AT STVAL. CORNERS)
REAR - 10' 0"



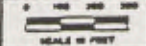
PRELIMINARY PLAN
SUWANEE DAM ROAD TRACT

SWINNETT COUNTY, GEORGIA

FRANKMAN/DAVIS
& Associates, Inc.

PREPARED FOR

SCOTT HUDGENS COMPANIES



SCALE IN FEET

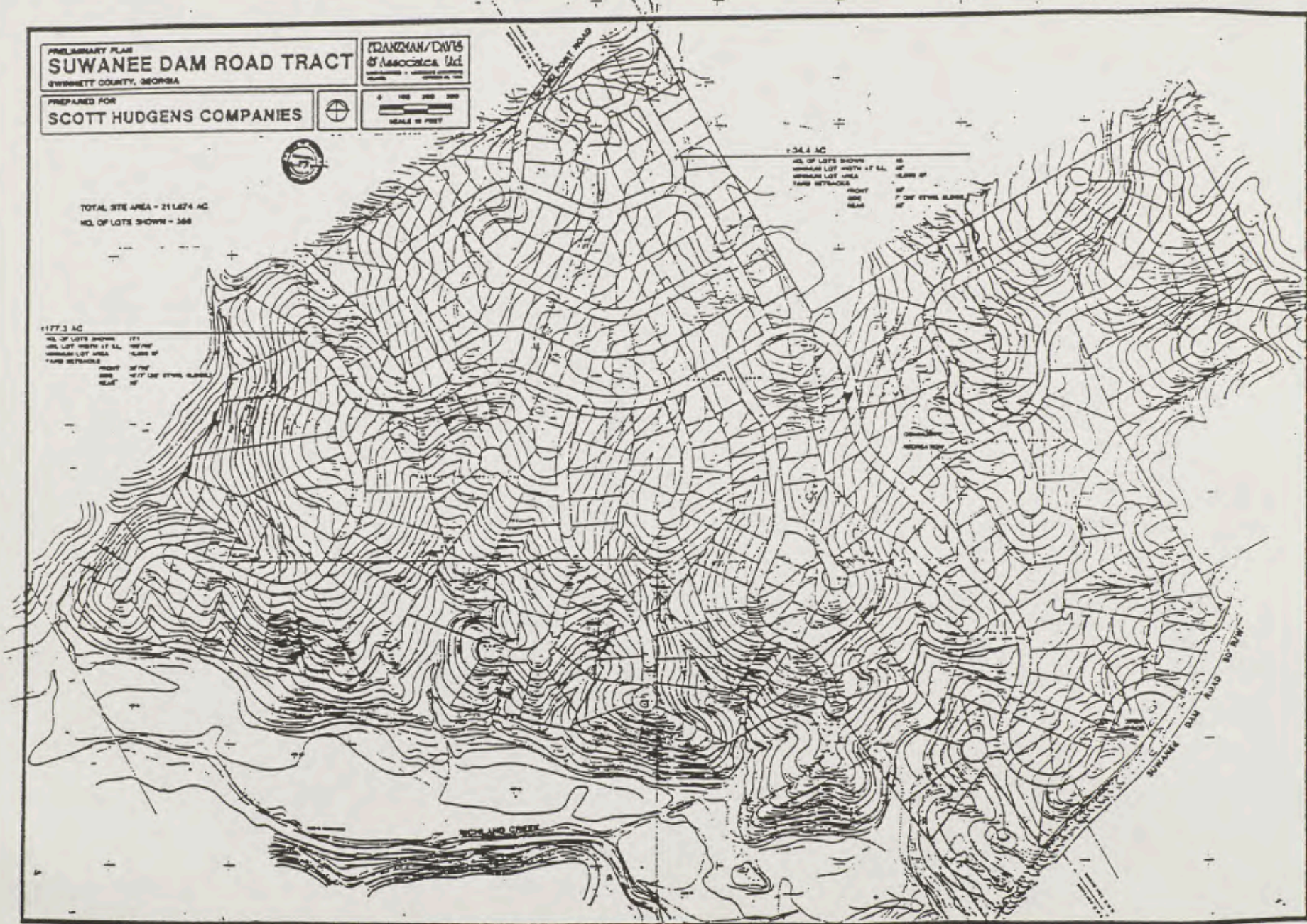
TOTAL SITE AREA - 211,674 AC
NO. OF LOTS SHOWN - 368

134.4 AC

NO. OF LOTS SHOWN	AS
NO. OF LOTS SHOWN	AS
NO. OF LOTS SHOWN	AS
NO. OF LOTS SHOWN	AS

1177.3 AC

NO. OF LOTS SHOWN	AS
NO. OF LOTS SHOWN <td>AS</td>	AS
NO. OF LOTS SHOWN <td>AS</td>	AS
NO. OF LOTS SHOWN <td>AS</td>	AS



Meeting 11/2/94

ITEM COUNT FOR FEE CALCULATION

PERMIT : 9401103

TYPE: AX - ANNEXATION APPLICATION

POSTER PERMIT: NOT FOUND

PROJECT: 94 LF

ADDRESS: SUWANEE DAM ROAD PROPERTY

OWNER NAME: DALLAS S. HUDGENS, III

CONTRACTOR: SCOTT HUDGENS COMPANIES

FEE DUE FROM: SCOTT HUDGENS COMPANIES

CODE CNT

DESCRIPTION OF ITEMS SELECTED	QUANTITY	AMOUNT
ANNEXATION FEE RC 113	1.00	50.00
SUBTOTAL OF ITEM AMOUNTS		50.00

Check - 14194

PAID
(OCT 31 1994)

City of Sugar Hill
Annexation Application

Annexation Fee \$50.00

File Number _____

This annexation petition is made pursuant to the provision of the official code of Georgia annotated 36-36, Article 2, "Annexation Pursuant to Application by 60 percent of Landowners and Electors."

Application is hereby made to the City of Sugar Hill, Georgia by the undersigned property owners and electors residing on property proposed for annexation, to have the attached described land(s) annexed into the corporate limits of the City of Sugar Hill.

Map Reference # 7-365-003/7-349-001 # OF ACRES 211.674

It is requested that a zoning classification of (PUD)
_____ be assigned to the property upon
annexation. The property is currently zoned (R-100)
_____ in Gwinnett County.

Is this property vacant? yes no.

(If no, it is not necessary for elector to sign.)

LANDOWNER: D.S. Hudgens, Jr. and
Dallas S. Hudgens, III

ELECTOR (Registered Voter):

Name

D. S. Hudgens, Jr.
Name

P.O. Box 988
Address

3554 McClure Bridge Road
Address

Duluth, GA 30136
City, State & Zip

Duluth, GA 30136
City, State & Zip

476-9441
Home Phone Work Phone

476-0674 476-9441
Home Phone Work Phone

D.S. Hudgens, Jr.
Signature D. S. Hudgens, Jr. Date

D.S. Hudgens, Jr.
Signature Date

D.S. Hudgens, Jr., Attorney in Fact for Dallas S. Hudgens, III
Mayor & Council Annex. App. Acceptance Meeting: _____

Planning & Zoning Public Hearing: _____

Mayor & Council Public Hearing: _____

Deadline for submitting application in order to follow this time
schedule is _____.

FOR OFFICE USE ONLY

Amount Paid \$ 50.00 Date Paid _____

Paid by Cash _____ or Check # _____



Scott Hudgens Companies

(404) 476-9441
FAX (404) 476-5137

P. O. Box 988 • DULUTH GA 30136

October 24, 1994

The Honorable Mayor & Council
City of Sugar Hill
4988 West Broad
Sugar Hill, Georgia 30518

RE: Hudgens Rezoning and Annexation Applications

Dear Mayor & Council:

We are respectfully requesting simultaneous rezoning and annexation of our property into the City limits of Sugar Hill for the purpose of developing a 356 lot subdivision.

The subject property is a 211.674 acre tract located on Suwanee Dam Road in Land Lots 348, 349, 364, and 365 of the 7th District of Unincorporated Gwinnett County. The Applicant seeks an annexation into the City of Sugar Hill and a rezoning of the Property to the PUD classification to allow for the development of a high quality, swim/tennis, single family community.

The subject Property's rezoning to the PUD classification will allow the Property to be designed in a manner that can take into consideration the Property's very steep to moderately rolling topographical conditions.

The Applicant therefore, respectfully requests the following conditions be approved as a part of their PUD rezoning request:

1. Approximately +/- 34.40 acres and 85 lots be designed to accommodate 85 foot lot widths with a minimum lot size of 12,000 square feet. These lots will be located on the Property's more moderate slopes.
2. Approximately +/- 177.30 acres and 271 lots be designed to accommodate 100 foot lot widths with a minimum lot size of 15,000 square feet. These lots will be located on the Property's steeper slopes.

Mayor & Council
October 25, 1994
Page 2

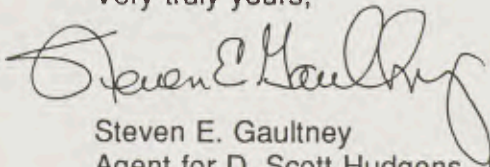
3. That the maximum number of development lots total 356 at a density of 1.68 dwelling units per acre.
4. That 25% of the lots located on the +/-177.27 acre section described above having the ability of being altered in one or more of the following ways:
 - A. No less than 85 foot frontage.
 - B. A 25 foot minimum front yard setback.
 - C. A 7 foot side yard setback, but no less than 20 foot separation between houses.
 - D. All double frontage lots shall be a minimum of 150 feet in depth.
 - E. The Planning and Zoning Board are to review all development plans.
 - F. All house plans are to be a minimum of 1600 heated square footage.

The Applicant's proposed development is consistent with the City of Sugar Hill's Land Use Policy for the area and through the modifications proposed above, will create a high quality single family community that the City of Sugar Hill can be proud of.

If you have any questions or comments prior to the Planning and Zoning Public Hearing, please give me a call at the office (476-9441) or at my home (447-4304).

Kindest regards.

Very truly yours,



Steven E. Gaultney
Agent for D. Scott Hudgens, Jr.
and Dallas S. Hudgens, III

SEG:pb

c: Lee Thompson

Meeting 11/2/94

ITEM COUNT FOR FEE CALCULATION

PERMIT : 9401103

TYPE: AX - ANNEXATION APPLICATION

MASTER PERMIT: NOT FOUND

PROJECT: 94 LF

ADDRESS: SUWANEE DAM ROAD PROPERTY

OWNER NAME: DALLAS S. HUDGENS, III

CONTRACTOR: SCOTT HUDGENS COMPANIES

FEE DUE FROM: SCOTT HUDGENS COMPANIES

CODE CNT

DESCRIPTION OF ITEMS SELECTED	QUANTITY	AMOUNT
ANNEXATION FEE RC 113	1.00	50.00
SUBTOTAL OF ITEM AMOUNTS		50.00

Check - 14194

PAID
(OCT 31 1994)

Blowers
accept application
Bulles
Vote: 5-0

City of Sugar Hill
Annexation Application

Annexation Fee \$50.00

File Number _____

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annexation. The property is currently zoned (R-100)
_____ in Gwinnett County.

Is this property vacant? X yes _____ no.

(If no, it is not necessary for elector to sign.)

LANDOWNER: D.S. Hudgens, Jr. and
Dallas S. Hudgens, III

ELECTOR (Registered Voter):

Name

Name

P.O. Box 988
Address

3554 McClure Bridge Road
Address

Duluth, GA 30136
City, State & Zip

Duluth, GA 30136
City, State & Zip

Home Phone 476-9441
Work Phone

Home Phone 476-0674 476-9441
Work Phone

Signature D. S. Hudgens, Jr. Date

Signature D. S. Hudgens, Jr. Date

D. S. Hudgens, Jr., Attorney in Fact for Dallas S. Hudgens, III
Mayor & Council Annex. App. Acceptance Meeting: _____

Planning & Zoning Public Hearing: _____

Mayor & Council Public Hearing: _____

Deadline for submitting application in order to follow this time
schedule is _____.

FOR OFFICE USE ONLY

Amount Paid \$ 50.00 Date Paid _____

Paid by Cash _____ or Check # _____



Scott Hudgens Companies

(404) 476-9441
FAX (404) 476-5137

P. O. Box 988 • DULUTH GA 30136

October 24, 1994

The Honorable Mayor & Council
City of Sugar Hill
4988 West Broad
Sugar Hill, Georgia 30518

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Dear Mayor & Council:

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2. Approximately +/- 177.30 acres and 271 lots be designed to accommodate 100 foot lot widths with a minimum lot size of 15,000 square feet. These lots will be located on the Property's steeper slopes.

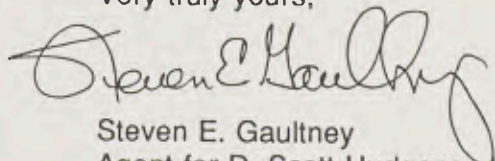
3. That the maximum number of development lots total 356 at a density of 1.68 dwelling units per acre.
4. That 25% of the lots located on the +/-177.27 acre section described above having the ability of being altered in one or more of the following ways:
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 - C. A 7 foot side yard setback, but no less than 20 foot separation between houses.
 - D. All double frontage lots shall be a minimum of 150 feet in depth.
 - E. The Planning and Zoning Board are to review all development plans.
 - F. All house plans are to be a minimum of 1600 heated square footage.

The Applicant's proposed development is consistent with the City of Sugar Hill's Land Use Policy for the area and through the modifications proposed above, will create a high quality single family community that the City of Sugar Hill can be proud of.

If you have any questions or comments prior to the Planning and Zoning Public Hearing, please give me a call at the office (476-9441) or at my home (447-4304).

Kindest regards.

Very truly yours,



Steven E. Gaultney
Agent for D. Scott Hudgens, Jr.
and Dallas S. Hudgens, III

SEG:pb

c: Lee Thompson

Deloitte & Touche LLP



Suite 1700
100 Peachtree Street
Atlanta, Georgia 30303-1911

Telephone: (404) 220-1500
Facsimile: (404) 220-1583

October 28, 1994

Mr. Warren P. Nevad, City Manager
The City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Dear Warren:

Enclosed are the following several items:

- Draft report for review, comments, and questions
- An engagement letter (two copies) for Mayor Webster to sign (one to be returned to us); fees are stated at \$40,000.
- Our invoice for \$40,000
- A draft letter of representations

I know you plan to distribute the report to the Mayor and Council Members for comment and questions. You may also want to distribute a copy to Lee Thompson for the same purposes. From our phone conversation this week, I understand you will be the point person for all questions concerning the report and that there will be no need for a working session with the Council to discuss the draft report. Based on the number of questions and comments you receive, we can meet with you to discuss them if that would be preferable to a telephone meeting.

I believe the engagement letter will finally be to everyone's satisfaction. We would greatly appreciate anything you could do to expedite payment of our invoice since we have not delivered any progress billings over the four months of this project and we have incurred hourly input far in excess of that comprehended in our proposal.

Prior to issuance of the report, we will need to obtain from the City a signed letter of representations. A letter of representations is used to affirm what the City was responsible for, what we were responsible for, and to document key representations made by the City during our engagement. This type of letter is a required communication in any audit. I have enclosed

Deloitte Touche
Tohmatsu
International

Received
Nov. 4, 1994
4:30 P.M.
W
WE EXPECT TO
SEND MONDAY 11/7

October 28, 1994
Mr. Warren P. Nevad, City Manager
Page 2

a draft for you and the Mayor to review. We may have some revisions to this letter, however this draft is to get our discussions started. We can also discuss this letter when we discuss the report draft if you would like.

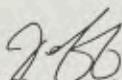
There are a couple of areas in the report I would like to point out for your review. We were not able to determine the amount of the Toro restocking charge or that such a charge was actually incurred. You will see a blank for this amount on page 9 of the report. The City will need to either determine this amount or the report language will require some modification.

The findings in Procedure 5, page 11 of our report, are based on the knowledge we gained in performing our procedures and in our discussions with City personnel. We have not undertaken a detailed investigation of the budget-to-actual variances beyond these procedures. You should review these findings and Schedule 4A to determine if there are additional reasons for the variances which you feel should be included in the findings for this procedure. The several items that stand out on this schedule that do not presently have any explanation in the findings are lines 1, 3a-c, 4f, and 6. Any supporting information or documentation for additional explanations would be helpful as we can cite these in our report.

One last item is to consider what format or information, if any, you may want for a Council meeting discussion of the report. We need to consider this and the schedule conflict I have with the November 14 council meeting date.

I look forward to your comments. Please feel free to contact Peggy or myself to set a mutually agreeable time to discuss the report.

Sincerely,


Jeffrey G. Olson, Senior Manager

enclosures

cc: Peggy McCormick

DELOITTE & TOUCHE/OCTOBER 14, 1994
 ATTACHMENT I
 CONSTRUCTION COSTS THROUGH DECEMBER 31, 1993

Line #	Original Budget Items and Amounts:	Budget Amounts	Construction Costs through 12/31/93	Construction Costs Over/(Under) Budget Amounts through 12/31/93
1	500,000 GPD treatment plant	\$ 750,000	\$ 1,551,112	\$ 801,112
2	Spray irrigation system	498,000	790,415	292,415
	Collection System:			
3a	Level Creek interceptor	260,000	1,096,297	836,297
3b	Riverside Drive interceptor	160,000	25,325	(134,675)
3c	Lift Stations and force main	120,000	18,788	(101,212)
3d	Retainage escrow fund		94,406	94,406
	Subtotal	<u>540,000</u>	<u>1,234,816</u>	<u>694,816</u>
	Golf Course Facility:			
4a	18 hole course and range	2,955,000	4,420,613	1,465,613
4b	Club house	280,000	44,752	(235,248)
4c	Maintenace building	30,000	138,873	108,873
4d	Cart storage building	40,000	52,062	12,062
4e	Pavements and parking	160,000	283,769	123,769
4f	Carts and maintence equipment	350,000	629,862	279,862
	Subtotal	<u>3,815,000</u>	<u>5,569,931</u>	<u>1,754,931</u>
5	Land	2,211,000	2,234,368	23,368
6	Architect and engineering	454,000	1,086,578	632,578
7	Soils tests		71,320	71,320
8	Legal, administrative and miscellaneous	40,000	59,023	19,023
9	Contingencies	492,000	2,473	(489,527)
10	Other		16,432	16,432
11	Other bond issuance costs		13,336	13,336
	Total budgeted items	<u>8,800,000</u>	<u>12,629,804</u>	<u>3,829,804</u>
	Additional Development Costs Not in the Original Design and Development Plan:			
12	Second engineer's fees		176,000	176,000
13	Sand filter added to treatment plant		110,000	110,000
14	Richland Creek interceptor		723,833	723,833
	Grand total	<u>\$8,800,000</u>	<u>\$13,639,637</u>	<u>\$4,839,637</u>

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DELOITTE & TOUCHE/OCTOBER 14, 1994
ATTACHMENT I
SOURCES OF USES AND FUNDS
DETAIL OF ENGINEER/ARCHITECT FEES

Keck & Wood, Inc. ¹	\$ 508,359
Piedmont, Olsen, Hensley ²	176,000
Other	<u>578,219</u>
	<u>\$1,262,578</u>

¹ Includes amounts to golf course architect under subcontract with Keck & Wood, Inc. Amounts paid to the golf course architect could not be determined.

² Based on contract amounts as amounts paid on the contracts could not be determined.

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**DELOITTE & TOUCHE/OCTOBER 14, 1994
ATTACHMENT I
SOURCES AND USES OF FUNDS
SUMMARY**

LINE #	SOURCES OF FUNDS:	1988	1989	1990	1991	1992	1993	Total
1	Bank loan - land purchase	\$ 2,147,600						\$ 2,147,600
2a	1988 Interim Water & Sewer bond proceeds	2,195,000						2,195,000
2b	Repayment of bank loan & interest	<u>(2,178,203)</u>						<u>(2,178,203)</u>
2c	Net proceeds	16,797						16,797
	1989 Combined Utility Revenue Bond:							
3a	Bond gross proceeds		\$7,425,200					7,425,200
3b	Less: bond issuance costs		(241,997)					(241,997)
3c	Less: refunding of 1965 & 1975 bond debt		(314,402)					(314,402)
3d	Less: debt service reserve account		(679,296)					(679,296)
3e	Less: repayment of 1988 bond & interest		<u>(2,311,060)</u>					<u>(2,311,060)</u>
3f	Net 1989 Bond Proceeds		3,878,445					3,878,445
	1993 Advance Refunding Serial Bonds:							
4a	Bond gross proceeds						\$ 8,005,000	8,005,000
	Plus City contributions:							
4b	From 1989 bond debt service reserve account						102,430	102,430
4c	Other City provided funds						151,289	151,289
4d	Less: underwriter's discount						(80,062)	(80,062)
4e	Less: issuance costs & insurance						(179,796)	(179,796)
4f	Less: deposits to defeasance escrow account						<u>(7,998,861)</u>	<u>(7,998,861)</u>
4g	Net 1993 Refunded Bond Proceeds						0	0
5	G.E.F.A. loan proceeds						1,781,919	1,781,919
6	S.R.F. loan proceeds						1,381,035	1,381,035
	Return of debt service reserve account							
7	and interest thereon						0	0
8	Interest earnings		270,558	\$ 294,891	\$ 13,612			579,061
9	Golf cart capital lease					\$ 157,176		157,176
10	Other city provided funds	69,971	(49,713)	437,016	1,325,783	1,400,954	513,593	3,697,604
11	Total sources of funds	<u>2,234,368</u>	<u>4,099,290</u>	<u>731,907</u>	<u>1,339,393</u>	<u>1,558,130</u>	<u>3,676,547</u>	<u>13,639,637</u>
	USES OF FUNDS:							
12	Land and right-of-way purchases	(2,234,368)						(2,234,368)
13	Engineer/architect fees - Schedule 4C		(261,582)	(539,510)	(164,285)	(78,235)	(218,966)	(1,262,578)
14	Golf Course Construction Costs - Schedule 4D		(51,751)	(2,664,174)	(1,356,342)	(1,185,512)	(312,152)	(5,569,931)
15	Irrigation System - Schedule 4E			(207,856)	(534,103)	(48,456)	0	(790,415)
15	Wastewater Plant Construction Costs - Schedule 4F				(27,184)	(335,908)	(1,298,020)	(1,661,112)
16	Collection System Construction Costs - Schedule 4G				(28,725)	(141,850)	(1,788,074)	(1,958,649)
17	Soil Tests			(71,320)				(71,320)
18	Legal/administrative		(1,050)		(3,450)	(9,151)	(45,372)	(59,023)
19	Contingencies						(2,473)	(2,473)
20	Other		(2,565)	(11,057)	(2,810)			(16,432)
21	Other bond issuance costs						(13,336)	(13,336)
22	Total Uses of Funds	<u>(2,234,368)</u>	<u>(316,948)</u>	<u>(3,493,917)</u>	<u>(2,116,899)</u>	<u>(1,799,112)</u>	<u>(3,678,393)</u>	<u>(13,639,637)</u>
23	Net Sources (Uses) of Funds	\$ -	\$ 3,782,342	\$ (2,762,010)	\$ (777,504)	\$ (240,982)	\$ (1,846)	\$ -
24	Cummulative Net Source (Use) of Funds	\$ -	\$ 3,878,342	\$ 1,020,332	\$ 242,828	\$ 1,846	\$ -	\$ -

DELOITTE & TOUCHE/OCTOBER 14, 1994
ATTACHMENT I
SOURCES AND USES OF FUNDS
DETAIL OF GOLF COURSE CONSTRUCTION COSTS

	1988	1989	1990	1991	1992	1993	Total
GOLF COURSE CONSTRUCTION:							
Start-up costs prior to opening golf course	\$ -			\$ (261,741)	\$ (186,903)		\$ (448,644)
Clearing and grubbing			\$ (58,636)				(58,636)
Clubhouse				(9,033)	(23,174)	\$ (12,545)	(44,752)
Equipment						(11,109)	(11,109)
Fencing				(20,982)	(213)		(21,195)
Cart paths, paving, and parking			(16,560)	(134,450)	(120,474)	(12,285)	(283,769)
Erosion control			(56,434)	(187,895)			(244,329)
Cart building				(4,950)	(47,112)		(52,062)
Fairways, bunkers, sub-drainage:							
Exterior design		\$ (49,821)	(2,477,350)			(480,000)	(3,007,171)
Other contractors					(455,141)	(11,725)	(466,866)
Rock blasting - Exterior Design (1)				(226,686)		226,686	0
Grading		(1,930)	(1,930)	(248)			(4,108)
Gas and oil			(2,007)				(2,007)
Maintenance building			(5,565)	(133,308)			(138,873)
Railroad tie curbing				(728)			(728)
Signage				(230)	(13,447)	(2,674)	(16,351)
Surveying			(1,400)			(8,500)	(9,900)
Maintenance equipment			(44,292)	(246,660)	(181,734)		(472,686)
Golf carts					(157,176)		(157,176)
Richland Creek pump and pipe				(14,440)	(41)		(14,481)
Storm drainage				(114,991)	(97)		(115,088)
	<u>\$ -</u>	<u>\$(51,751)</u>	<u>\$(2,664,174)</u>	<u>\$(1,356,342)</u>	<u>\$(1,185,512)</u>	<u>\$(312,152)</u>	<u>\$(5,569,931)</u>

1) The rock blasting was accrued in 1991 but not paid as the charge was disputed by the City.
The settlement with Exterior Design in 1993 whereby the City paid \$480,000 settled all outstanding claims.

DELOITTE & TOUCHE/OCTOBER 14, 1994

ATTACHMENT I

SOURCES AND USES OF FUNDS

DETAIL OF IRRIGATION SYSTEM CONSTRUCTION COSTS

	1988	1989	1990	1991	1992	1993	Total
IRRIGATION SYSTEM CONSTRUCTION:							
Spray irrigation system	\$	\$	\$(207,856)	\$(504,185)	\$(48,456)	\$	\$(760,497)
Wells				(25,728)			(25,728)
Equipment				(4,190)			(4,190)
	<u>\$ -</u>	<u>\$ -</u>	<u>\$(207,856)</u>	<u>\$(534,103)</u>	<u>\$(48,456)</u>	<u>\$ -</u>	<u>\$(790,415)</u>

DELOITTE & TOUCHE/OCTOBER 14, 1994
 ATTACHMENT I
 SOURCES AND USES OF FUNDS
 DETAIL OF WASTEWATER PLANT CONSTRUCTION COSTS

	1988	1989	1990	1991	1992	1993	Total
Wastewater Plant Construction:							
500,000 GPD Wastewater Treatment Plant	\$	\$	\$		\$(335,908)	\$(1,298,020)	\$(1,633,928)
Sewer plant pump house	—	—	—	<u>\$(27,184)</u>	—	—	<u>(27,184)</u>
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$(27,184)</u>	<u>\$(335,908)</u>	<u>\$(1,298,020)</u>	<u>\$(1,661,112)</u>

DELOITTE & TOUCHE/OCTOBER 14, 1994
 ATTACHMENT I
 SOURCES AND USES OF FUNDS
 DETAIL OF COLLECTION SYSTEM CONSTRUCTION COSTS

	1988	1989	1990	1991	1992	1993	Total
Collection System Construction:							
Level Creek interceptor	\$	\$	\$	\$(27,983)	\$ (25,884)	\$(1,042,430)	\$(1,096,297)
Riverside Drive interceptor				(742)	(24,583)		(25,325)
Richland Creek interceptor					(78,433)	(645,400)	(723,833)
Liftstations and forcemain					(12,950)	(5,838)	(18,788)
Retainage escrow fund						(94,406)	(94,406)
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$(28,725)</u>	<u>\$(141,850)</u>	<u>\$(1,788,074)</u>	<u>\$(1,958,649)</u>

**DELOITTE & TOUCHE/OCTOBER 14, 1994
ATTACHMENT II
PROCEDURES REQUESTED BY THE CITY**

Financial Background of the Projects

1. Obtain an understanding of the Projects' background through discussion with City personnel and advisors.
2. Read the Mayor and Council minutes for the period 1988 - 1993.
3. Obtain an understanding of the City's accounting system, procedures, and method of recording the Projects' costs through discussions with City personnel and advisors.
4. Obtain the City's financial schedules related to the Projects and determine the arithmetic accuracy of the schedules.

**Comparison of Development Costs as of December 31, 1993 to
Budgeted Development Costs**

5. Through discussions with City personnel and reading of any supporting evidential matter obtained in performing the procedures, herein summarize items which may explain differences in the City's schedule which compares project cost as of December 31, 1993 to budgeted project cost.

Sources of Funds

6. Compare the sources of funds amounts on the City's sources and uses of funds schedule to supporting evidential matter and trace receipt of those funds to bank statements or closing statements where applicable.
7. Determine through examination of supporting evidential matter if the City placed funds in the construction bank accounts as required by the financing plan and bond ordinance.

Uses of Funds

8. Compare the use of funds amounts in the City's schedules of sources and uses of funds to amounts recorded in the City's general ledger and audited financial statements.
9. Judgmentally select 25 of the Projects' expenditures from the City's general ledger and compare the amount for each to a check copy and vendor invoice or contractor's request for payment. Consider the appropriateness of the expenditures' classification in the general ledger based on the documents observed.
10. Obtain the contracts with: Exterior Design; Hayes, James, & Associates; Keck & Wood, Inc., Inc.; Nebraska Sprinkler; Piedmont, Hensley & Olsen; John D. Stephens, Inc.; and Lanier Contracting Co. Read all contracts and change orders. Determine the total amount paid on the contract by

examining the final contractor's payment request form for the construction contracts or by examining other evidence of payment.

Purchasing and Bidding Policies

11. Inquire of the City's procurement/bidding procedures, applicable City ordinances, and state or federal laws.
12. Examine evidence to indicate whether the Projects' expenditures selected in procedure 9 above were made in accordance with the policies, ordinances, and laws identified in procedure 11 above and whether the expenditures were approved for payment by an official of the City.
13. Examine evidence to indicate whether the contracts (including related change orders) in procedure 10 above were made in accordance with the policies, ordinances, and laws identified in procedure 11 above.

Other Observations

14. Summarize other observations that you believe are pertinent to the Mayor and Council in considering the City's objectives identified on Schedule 2 and identify any related supporting evidential matter.

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DELOITTE & TOUCHE/OCTOBER 14, 1994

ATTACHMENT II

THE CITY'S OBJECTIVES AND PROCEDURES MATRIX

Applicable Procedures From Schedule 1

City's Objectives	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1. To determine if the City placed local funds in the construction account as required by the financing plan and bond ordinance or were those funds diverted for use on items not budgeted.	X	X					X							
2. To determine if claims were made against the City for work by any contractor that should have been included in the lump sum contract.					X					X				X
3. To determine whether or not efforts by the City to assume grassing and erosion control, and other projects, constituted a duplication of services that should have been required of another contractor.		X			X					X				X
4. To determine if additional items were added to the construction project that were not in accordance with the original design specifications and budget.	X	X			X									
5. To determine if all contractors were paid according to contracts and if expenses were incurred due to delays caused by the City or any of the contractors.	X	X			X					X				X

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PRELIMINARY DRAFT - FOR DISCUSSION PURPOSES ONLY.

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Applicable Procedures From Schedule 1

City's Objectives	1	2	3	4	5	6	7	8	9	10	11	12	13	14
6. To determine if delays in the construction of the wastewater treatment facility added to the overall cost of the project.	X	X												X
7. To determine if contract change orders were properly processed.		X											X	
8. To determine whether or not competitive bids were received in connection with material and equipment purchases.		X									X	X	X	
9. To determine if the bidding and procurement practices utilized on the golf course/wastewater treatment facility construction project were in accordance with all applicable laws and ordinances.		X									X	X	X	
10. To determine if proper competitive bids were received for the wastewater treatment plant and if the contract was properly awarded.		X									X		X	
11. To determine if all financial records were in compliance with applicable laws and ordinances.			X											
12. To determine whether all funds expended on behalf of the golf course and wastewater treatment facility were properly recorded.						X		X		X				X

X Indicates the procedure is being requested to assist the City in meeting the stated objective.

October 1994

N JONES COMPANY G7508B ColumnWrite®

Date	Meter Flow	1/2 Mid. Daily Flow Total	Max. Rate Time of Flow	Min. Rate Time of Flow	Daily Avg. Reading MGD	Flow in Gals. Feet of Head in Inches	Gallons Sent to Refuse
10 01	8:02 319683/279025610	311597	59279	66/1027 ^A _m	08/247 ^A _m	31	247-25 295439
10 02	8:01 322638/279321049	306431	48207	64/1157 ^A _m	07/446 ^A _m	30	127-16 347348
10 03	8:12 326110/279668397	320033	75542	62/1158 ^A _m	07/515 ^A _m	32	564-44 340841
10 04	8:05 329518/280009238	340770	75912	60/912 ^A _m	09/346 ^A _m	34	532-42 385064
10 05	8:15 333369/280394302	337485	121487	67/806 ^A _m	09/457 ^A _m	33	419-35 286157
10 06	8:20 336231/280680459	328361	79283	69/821 ^A _m	11/346 ^A _m	32	533-42 324314
10 07	8:25 339474/281004773	320424	83173	65/902 ^A _m	08/311 ^A _m	32	491-39 287470
10 08	8:22 342348/281292243	310687	60017	65/741 ^A _m	08/256 ^A _m	31	334-30 315752
10 09	8:38 345506/281607995	314668	61042	66/822 ^A _m	09/506 ^A _m	65	249-26 342324
10 10	8:15 348930/281950319	322613	80766	67/1153 ^A _m	08/413 ^A _m	32	351-32 334696
10 11	8:15 352276/282285015	344716	71029	65/746 ^A _m	08/314 ^A _m	34	470-37 389425
10 12							389426
10 13	8:10 360064/283063846	417755	120499	86/554 ^P _m	07/300 ^A _m	41	574-44 505709
10 14	9:06 365122/283569575	456087	170112	88/854 ^P _m	18/434 ^A _m	45	459-38 369526
10 15	8:51 368816/283939101	449030	90728	78/837 ^A _m	25/1102 ^P _m	44	505-41 341936
10 16	8:29 372237/284281037	362952	69527	66/937 ^A _m	13/422 ^A _m	78	207-22 370161
10 17	8:45 375938/284651198	342452	97299	66/1008 ^P _m	12/616 ^A _m	34	473-36 302465
10 18	8:27 378963/284953663	309553	90202	65/842 ^A _m	23/1146 ^P _m	30	349-30 333302
10 19	9:00 382296/285286965	330547	92955	64/941 ^P _m	12/415 ^A _m	33	347-33 313517
10 20	8:43 385431/285600482	321731	84713	61/940 ^P _m	09/435 ^A _m	32	456-37 317982
10 21	8:39 388611/285918464	318684	84083	62/1010 ^P _m	10/419 ^A _m	31	372-33 303193
10 22	9:21 391640/286221657	311470	75854	57/920 ^A _m	09/331 ^A _m	31	578-44 341919
10 23	8:52 395061/286563576	326724	90972	68/1108 ^A _m	08/519 ^A _m	32	279-27 351556
10 24	8:15 398577/286915132	357488	85073	70/1116 ^A _m	13/515 ^A _m	35	546-41 334400
10 25	8:10 401921/287249532	336669	82811	67/815 ^A _m	10/338 ^A _m	33	567-44 319281
10 26	8:10 405114/287568813	324176	77862	66/948 ^P _m	10/308 ^A _m	32	499-40 396731
10 27	8:15 408408/287998225	325803	81468	64/834 ^A _m	10/228 ^A _m	32	467-39 1637923
10 28	10:30 412376/288294956	331018	147225	61/959 ^A _m	09/300 ^A _m	33	542-42 537923
10 29	8:28 414754/288532879	322430	62677	66/744 ^A _m	10/311 ^A _m	61	248-26 310296
10 30	9:01 417824/288939741	310494	59037	63/1110 ^A _m	10/432 ^A _m	66	180-20 410296
10 31	11:4 ^P 421927/289250037	305721	163632	63/1109 ^A _m	08/612 ^A _m	30	567-32 271294
11 01	10:45 424339/289491331	294338	110614	64/853 ^A _m	07/453 ^A _m	29	521-42
34	Hwy 23 Car Wash	Sept	7230	to	Oct.	7318	
35	Gwinnett Federal	"	1403	"	"	1458	
36	Hartford Run Apts	"	60880	"	"	61921	
37		"	10875	"	"	10875	

THIS REPORT WAS PRINTED ON NOVEMBER 7, 1994

CITY OF SUGAR HILL

PERMIT TYPE AND DESCRIPTION	# OF PERMITS	VALUATION	FEES DUE	FEES PAID
-----	-----	-----	-----	-----
AD - ADDITION/GARAGE PERMIT	2	0.00	111.00	111.00
AV - ADMINISTRATIVE VARIANCE	3	0.00	450.00	450.00
EC - ENERGY CODE AFFIDAVIT	13	0.00	0.00	0.00
EL - ELECTRICAL AFFADAVIT	12	0.00	0.00	0.00
FP - FENCE PERMIT	7	0.00	0.00	0.00
HE - HEATING/AIR AFFADAVIT	13	0.00	0.00	0.00
MH - MOBILE HOME INSTALLER AFFIDAVIT	1	0.00	0.00	0.00
MI - COMPLIANCE PERMIT	4	0.00	75.00	75.00
MN - MOBILE HOME INSPECTION NEW	2	0.00	200.00	200.00
PL - PLUMBING AFFADAVIT	13	0.00	0.00	0.00
RF - REVIEW FEES	2	0.00	2,324.00	2,324.00
RM - REMODELING PERMIT	1	0.00	193.00	193.00
SP - SINGLE FAMILY RESIDENTIAL	12	1,168,648.00	15,772.80	15,772.80
SP - SIGN PERMIT	2	0.00	50.00	50.00
TL - TRADE LICENSE REGISTRATION	6	0.00	60.00	60.00
TP - TAP & METER PAYMENTS	10	0.00	2,075.00	2,075.00
-----	-----	-----	-----	-----
TOTALS FOR ALL PERMIT TYPES	103	1,168,648.00	21,310.80	21,310.80

THIS REPORT WAS PRINTED ON NOVEMBER 7, 1994

CITY OF SUGAR HILL

<< STATISTICAL BREAKOUT >>

<----- Inspections -----> <----- Re-Inspections -----> Based On # Activities

# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
I35	82	40	38	53	35	17	55
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	61	49	46	39	66	32	41

INSPECTOR ID BREAKDOWN

TONY BAUMAN BUILDING INSPECTIONS 128
 RALPH TERRY SEWER INSPECTIONS 7

THIS REPORT WAS PRINTED ON NOVEMBER 7, 1994

CITY OF SUGAR HILL

TRANS. DATE	#	RESIDENTIAL 1000-0001	COMMERCIAL 1000-0002	MISCELLANEOUS 1000-0003	MOBILE HOMES 1000-0004	DEVELOPMENT 1000-0005	GAS 1000-0006	WATER 1000-0007	SEWER 1000-0008
10/03/94	4	564.40	0.00	0.00	0.00	0.00	450.00	0.00	25.00
10/05/94	3	640.00	250.00	250.00	250.00	250.00	475.00	250.00	275.00
10/06/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
10/07/94	4	495.00	0.00	10.00	0.00	0.00	450.00	750.00	2525.00
10/11/94	2	50.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00
10/12/94	1	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00
10/13/94	1	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10/17/94	1	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
10/18/94	1	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00
10/19/94	2	383.00	0.00	0.00	100.00	0.00	225.00	0.00	0.00
10/20/94	1	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10/21/94	5	865.00	0.00	30.00	0.00	0.00	225.00	0.00	25.00
10/24/94	2	670.00	0.00	0.00	0.00	0.00	225.00	0.00	25.00
10/25/94	5	1913.60	0.00	0.00	0.00	0.00	900.00	750.00	2600.00
10/27/94	6	909.00	0.00	0.00	0.00	0.00	1125.00	750.00	25.00
10/28/94	5	567.80	50.00	10.00	0.00	0.00	0.00	0.00	25.00
=====									
TOTALS	44	7232.80	300.00	310.00	450.00	250.00	4575.00	2500.00	5525.00

Non-Existing Categories 0.00
 Current Categories 21142.80
 =====
 Total 21142.80

OCTOBER, 1994

Customer Services

A) Total utility customers:

1) Gas	3333
2) Water	2414
3) Sewer	2220

B) New customers: 52

1) Gas & Water customers	31
2) Gas only customers	16
3) Water only customers	5
4) Total new customers	52

C) Customers moving out of city: 21

1) Gas & Water customers	11
2) Gas only customers	5
3) Water only customers	5
4) Total customers moving	21

D) Meter re-reads:

1) Before Billing	452
2) Per customer's request	11
3) Over-reads	6
4) Total re-reads	469

E) Other:

1) Cut-offs	13
2) Monies collected from write offs	APPROX. \$1,000
3) Surveys/Comments received:	2

Report by: Margaret McEachern
Customer Service Manager

MINUTES
COUNCIL MEETING
MONDAY, DECEMBER 12, 1994
7:30 P.M.

The Mayor and Council of the City of Sugar Hill, held their regular monthly meeting on Monday, December 12, 1994, at 7:30 P.M. in the Community Center.

Those present were Mayor Gary L. Webster, Mayor Pro tem Charles Spradlin, Council Members Steven C. Bailey, Reuben Davis, W. J. Dodd, and Jim Stanley, City Manager Warren P. Nevad, City Clerk/Finance Director Betty B. Garbutt, Development Director Ken Crowe, Director of Street Department Danny Pugh, Customer Service Supervisor Margaret McEachern, Golf Director Wade Queen, registered guest Steve Gaultney, other citizens and guests, and representatives of the news media.

Mayor Webster called the meeting to order, led in the Pledge of Allegiance, and Council Member Dodd gave the invocation.

Council Member Dodd made a motion to approve the Agenda, seconded by Council Member Bailey and passed unanimously. (5-0)

Council Member Bailey made a motion to approve the November Minutes as received and read by Council, Council Member Davis seconded the motion which passed unanimously. (5-0)

COMMITTEE REPORTS:

PLANNING AND ZONING AND APPEALS BOARD:

Council Member Stanley reported that the P & Z Board met in November and considered an annexation of the Scott Hudgens property by the Golf Course. This will be considered under Old Business later in the meeting.

The Appeals Board met to consider a request for variance, on the sign ordinance, from the Gwinnett Medical Center. They have requested that they be allowed to add to their sign with a public message board. The Appeals Board approved this request.

RECREATION BOARD:

Council Member Davis reported that there was very little going on in the Recreation Department due to cold weather, the leagues have completed play, and the bathrooms at the park have been winterized. Action at the park will begin again in the Spring.

BUDGET AND FINANCE:

Finance Director Garbutt reported that the new health and life policy will go into effect on January 1, 1995. There were nine (9)

proposals reviewed and the policy chosen gives better benefits to the employees and also at a cost savings to the City of \$35,000.00 to \$40,000.00 per year.

The 1994 Budget Amendments will not be completed until later in the month. The City will need a Called Meeting to approve the amendments should there be a need to do so.

SOLID WASTE AND ECONOMIC DEVELOPMENT:

Council Member Spradlin gave a report on the ruling handed down by Judge Fred Bishop concerning the Restated Lease Agreement. (see attached). He reported that legal bills have totaled in excess of \$39,000.00 of which \$30,000.00 has been paid leaving a balance of \$9,667.55 due to Smith, Gambrell, and Russell.

He reported the Economic Development Board met, in a very productive meeting, on December 6, 1994 with 6 members present. The committee will meet to tour the Sugar Hill business facilities and review city infrastructure on January 10, 1995. Director Ken Crowe will conduct the tour. (see attached report)

GOLF AND WASTE WATER TREATMENT:

Council Member Bailey reported that there was an increase of 24% in rounds in November over last November. Revenues were up by 34%. (see attached report)

Council Member Bailey reported the Waste Water Plant continues to operate well. There has been some tampering with manholes with a tricycle, automobile batteries and tree stumps being found in one manhole. The crews are spot welding the tops to the manholes to prevent tampering. He reported that the tampering results in more work for the crews and trouble for homeowners when manholes stop up. (see attached report)

CITIZEN'S COMMENTS:

Mr. Simon Johnson commented on the overrun on the Golf Course and Waste Water project. He questioned waste and overspending on the project. He commented on articles written in the papers concerning this subject. He commented on the ruling of the Court concerning the Landfill. He continued to comment on these subjects, stating that utility rates were too high, and if they continued to rise, the citizen's would have to leave town.

Mrs. Nightha Davis commented on the Landfill and read excerpts from a letter Engineer Stanley wrote in 1989 to the City concerning details on operating landfills. She also commented on how difficult it was for the City to meet their expenses without the needed revenues to run the City, some of which could come from a landfill. She commented on the pros and cons of an area landfill and on subjects related to the operations of the city.

Mr. Stanley responded to the issues raised by Mrs. Davis. He commented on the technical details of EPD concerning operating a landfill project. He stands with the letter presented. He stated that surely we will face difficulty without landfill revenues. He stated that the levels of service will have to match the revenues, regardless of what level that is.

Mr. Tom Wilson commented on his request that Council Members Spradlin and Stanley resign.

Mrs. Meg Avery commented on the Economic Development Committee and how they are working to bring development into the City of Sugar Hill. She made positive comments concerning what can be for the City of Sugar Hill.

Mr. Herb Payne commented on the issue of the gas utility funding other enterprise funds. Manager Warren addressed this issue and informed Mr. Payne he has access to a copy of the budget if he wishes. Mayor Webster assured Mr. Payne that the issue is being addressed. Mr. Payne again brought up the issue of the shredder and Mayor Webster reported that the shredder is a dead issue and no longer at City Hall.

Mrs Gail Kelly asked about the Budget. Manager Nevad reported that there had been a work session on Saturday, December 3, 1994, and Mayor Webster stated that subject would be discussed later in the meeting.

OLD BUSINESS:

A) Report on Golf Course Club House:

Manager Nevad reported there were two (2) sealed bids on the Club House. One from Paradise Construction from Cumming, Georgia at \$369,000. Humphry Construction bid \$558,000.00. This was discussed by Council. Manager Nevad stated that the calculations on the bids would be examined. Further considerations will be made at the January 12, 1995 meeting.

B) 1994 Amendments to the Budget:

Finance Director Garbutt reported that the amendments were not ready for the 1994 Budget and recommended that there be a called meeting the last week in December to make the amendments should there be a need to do so. A called meeting will be held on Tuesday, December 27, 1994 at 7:30 P.M. in the Community Service Building for any business needing to be transacted at the time.

C) Steven O'Day Contract:

Manager Nevad reported that the Council had approved \$30,000.00 for the Contract with the Steven O'Day account and that he has instructed staff to pay no more than that amount. Mayor Pro tem Spradlin gave the details of the overrun of \$9,667.55 and

stated that this is reasonable for the extra work which was done concerning the litigation. He made a motion that the Council approve the amount of \$9,667.55 to be paid to Steven O'Day. Council Member Stanley seconded the motion, which after more intense discussion, failed with Council Members Bailey, Davis, and Dodd voting against and Mayor Pro tem Spradlin and Council Member Stanley for. (3-2)

Council Member Stanley stated that he intends to request reconsideration of this matter on the second Monday of January 1996. He stated that this will be right after the 1995 Elections.

D) Annexation of Scott Hudgens Property:

Mayor Webster asked for a motion to go into a Public Hearing at 8:30 P.M. Council Member Bailey made the motion, Council Member Dodd seconded the motion which passed unanimously. (5-0)

Development Director Crowe gave a detailed explanation, assisted by Mr. Steve Gaultney, who also gave a detailed explanation, of the Hudgens Property and the area proposed for annexation. There were numerous questions from the citizens, and statements from some of the Council, concerning this annexation. There was to be no action taken at this meeting. Annexation and rezoning, of this property, will be on the January 9, 1995 Agenda. After much more discussion concerning the location of entry and exit roads, buffer zones and other pertinent details, the Public Hearing was adjourned at 9:00 P.M. on a motion by Council Member Bailey, seconded by Council Member Dodd and passed unanimously. (5-0)

The meeting returned to the Regular Session at 9:02 P.M.

E) Discussion on Landfill Court Ruling in relation to completion of Solid Waste Plan:

Attorney Thompson stated that most of this was discussed during Mayor Pro tem Spradlin's report but he would answer any question that anyone has. He has copies of the three (3) orders entered by Judge Bishop. He reviewed and explained these orders. There were five (5) issues raised for Summary Judgement. The first was that the meeting held, on August 9th, 1993, by the City Council of Sugar Hill had violated the Open Meetings Act. The second was that the meeting constituted a term siting decision, which deals with location of landfills. The third was that the City had failed to institute a Solid Waste Plan and was not authorized to adopt the agreement. The fourth was that the agreement violated City Zoning Ordinances. The fifth was that it violated the Chatahoochee River Tributaries Act. He reported that Mr. Day concurred with the first four. Judge Bishop made no ruling on the last three, stating they were issues of fact which would require a trial. The Restated Lease Agreement is a void issue, as a matter of law, at this time due to the ruling of Judge Bishop, and the appeal process will run later this month. The Judge ruled in a position which Mr. O'Day has taken. Council Member Stanley gave a detailed Memo (see

attached). This was discussed by the Council, with opinions from other Council Member being expressed.

F) ABANDONMENT FOR PORTION OF DISPAIN ROAD AND PORTION OF MILLARD DUNCAN ROAD.

Development Director Crowe gave a detailed report on the portions of Dispain Road and Millard Duncan Road to be abandoned. Director Crowe reported that all parties were in agreement to closing the proposed portions and no one has expressed opposition to the closing. Attorney Thompson read the Resolution of Abandonment. Council Member Dodd made a motion to accept the Resolution as read, seconded by Council Member Bailey and passed unanimously. (5-0)

Mrs. Leigh Bailey presented the City of Sugar Hill with a Plaque of Appreciation from the North Gwinnett Kiwanis Club for the use of the Community Service Building in 1993-1994. They also presented the City with a check in the amount of \$100.00.

Mayor Webster called for a 5 minute recess.

NEW BUSINESS:

A) ACCESS TO CITY BUILDINGS:

Mayor Pro tem Spradlin raised the issue of a Memo handed down by Mayor Webster relating to access to City Hall with keys to all buildings. Mayor Pro tem Spradlin stated that he has no access to get papers and information he needs from time to time. There were differing views of this matter expressed by each Council Member. Council Member Davis made a motion, seconded by Council Member Dodd to abide by the decision on the key policy made by Mayor Webster and Manager Nevad. There was much more discussion on this issue and the motion passed with Council Members Bailey, Davis, and Dodd voting for and with Council Member Stanley, and Mayor Pro tem Spradlin voting against. (3-2)

B) ADOPTION OF 1995 BUDGET:

Clerk/Finance Director Garbutt reported that a Budget Workshop was held at City Hall on December 3, 1994. The 1995 Budget for the City was unanimously approved by the Mayor and Council after careful deliberations, adjustments, and revisions being made. There will be advertisements on December 16, 23, and 30, 1994 for a Public Hearing to be held on January 9, 1995 at 6:30 P.M. immediately preceding the January Council Meeting. The 1995 Budget will be formally adopted at the January 9, 1995 Council Meeting.

C) RESIGNATION-SUPERINTENDENT OF ELECTIONS:

Clerk/Finance Director Garbutt read a letter of resignation from Mrs. Ruth Switzer, Election Superintendent, for the City, effective on 01/01/95. Clerk Garbutt recommended that the decision

to fill this position be tabled until 1995. Mayor Pro tem Spradlin made a motion to this effect, seconded by Council Member Dodd and passed unanimously. (5-0)

CITY CLERK'S REPORT:

Clerk Garbutt reported changes are still being made on property taxes as the reassessments are received from Gwinnett County.

Work is being completed on the Ordinance for 1995 Business Occupational Taxes. This is to be completed by January 1, 1995. The Ordinance will be adopted at the Called Meeting on December 27, 1994, if the Council approves the proposed Ordinance.

City employees will observe December 23, and 26 as Christmas Holidays. (see attached report)

CITY ATTORNEY'S REPORT:

Attorney Thompson stated that he will report to the Council in the Executive Session on the litigation discussed at the last Council Meeting Executive Session.

CITY MANAGER'S REPORT:

Manager Nevad reported that Billy Hutchins celebrated his 25th anniversary with the City on December 3rd. The City is very proud of Billy, and he has been a wonderful role model for other employees.

Golf Director Wade Queen has implemented new security procedures at the Golf Course to save money next year.

Shirley Gibbs is preparing an ethics guide for employees. Staff is preparing annual reports to measure our levels of public service this year. A brochure is being prepared to market our natural gas system and we are waiting a legal opinion from MGAG concerning the flyer distributed by Georgia Power two months ago.

Council Member Dodd stated that he felt that an employees who is given a plaque of appreciation, should be given recognition at the Council Meeting so the citizens will know who is being recognized. Mayor Webster stated he would have Mr. Hutchins at the January Council Meeting.

COUNCIL REPORTS:

Council Member Dodd had nothing to report.

Council Member Davis commented on some statements, made during the Council Meeting, which he resented.

Council Member Bailey expressed wishes of Merry Christmas and

Happy New Year to everyone.

Mayor Webster wished everyone a Merry Christmas and a Happy New Year.

Mayor Pro tem Spradlin wished everyone a Merry Christmas.

Council Member Stanley reminded Council that they received from Attorney Thompson a sample ordinance for Occupational Taxes. There will have to be a determination made by the Council from three different methods of calculation of the tax. The methods are by Gross Sales with profitability ratio, by employees, or by Gross Sales. He explained that if this is not done by January 1, 1995, it will be more complicated to deal with. This was discussed by the Council. Mayor Webster stated that this will be added to the Agenda for the December 27th Called Meeting.

CITIZEN'S COMMENTS:

Mr. David Edwards expressed his feeling about this season of the year and stated that he does not like the way the meeting went tonight and he challenged the Council to work together to find the many good things that can be for this City. He stated that if the Council cannot do it alone, ask the citizens and they will be glad to help. He wished everyone a Merry Christmas.

Mrs. Meg Avery commented on a statement she heard that the first part of the meeting was a waste of time. She stated that she did not feel that it was a waste of time to attend to City business, and even though it might not affect everyone on every subject, it is still the way to conduct business. She wanted the Council to know that their time is not being wasted.

Mr. Herb Payne stated that he echoed the sentiments of the first two citizens and he felt that the Council should be peace makers and not try to disrupt the meetings by expressing ill feelings about each other. Facts and courtesy should be presented and not just innuendos. He expressed a Merry Christmas.

Mrs. Nighta Davis commended the Mayor and Council for making some good policy decisions, and she agreed that we must have peace in the City. She again expressed her feelings concerning some of the Council Members.

Mr. Kyle Parker expressed dismay at not having peace, and questioned some of the Council concerning their opinions on certain subjects. Mayor Webster called for order in the discussion.

Mayor Webster stated adamantly that he is tired of the residents comments in the paper and statements made at the Council Meetings, and he asked who really wants peace?

Council Member Stanley commented that it was hard to have

peace in a knock-down, no ^{holds} holes barred, winner take all fight. There cannot be compromises on basic fundamental principals when there are two sides to a critical issue such as the landfill. He stated not to expect peace, but expect a long struggle. The issues must be understood. Differences of opinions do not count, it is an issue of having a Regional Landfill in the middle of the community. He stated it is not an issue he will compromise on and he will fight anyone who promotes the development of the landfill. Mayor Pro tem Spradlin echoed these same sentiments.

EXECUTIVE SESSION:

Council Member Dodd made a motion to go into Executive Session, Council Member Stanley called a "point of order". Council Member Stanley stated he was not aware of a personnel issue, or a matter of litigation. Mayor Webster stated that there was a personnel issue and Mr. Thompson stated that he has a determination concerning the litigation discussed in the last Executive Session held on November 14, 1994. Council Member Stanley asked if there was to be discussion concerning disposition of property. Mayor Webster stated there was not. Council Member Dodd called for the question.

Council Member Davis seconded the motion which passed 4-0. Mayor Pro tem Spradlin abstained on the vote.

The Council entered into Executive Session at 10:10 P.M.

The Council returned to Regular Session at 10:29 P.M. Council Member Davis made a motion to give each full time employee of the City of Sugar Hill a Christmas Bonus of \$100.00. The motion was seconded by Council Member Stanley and approved on a vote of 4-0. Mayor Pro tem Spradlin abstained from voting.

Meeting adjourned at 10:35 P. M.

AGENDA
CITY OF SUGAR HILL, GEORGIA
SPECIAL CALLED MEETING
COMMUNITY SERVICE BUILDING
DECEMBER 27, 1994 7:30 P.M.

CALL TO ORDER, PLEDGE OF ALLEGIANCE TO FLAG, AND INVOCATION

BUSINESS:

- A) REVIEW AND APPROVAL OF OCCUPATIONAL LICENSE ORDINANCE:
- B) AMENDMENTS TO 1994 BUDGET:
- C) OTHER BUSINESS:

ADJOURNMENT:

**SPECIAL CALLED MEETING
CITY OF SUGAR HILL
TUESDAY, DECEMBER 27, 1994
7:30 P.M.**

The Mayor and Council of the City of Sugar Hill held a Special Called Meeting on Tuesday, December 27, 1994, at 7:30 P.M. in the Community Service Building.

The purpose of the meeting was to amend the 1994 Budget and to approve the proposed Ordinance to regulate Occupational Taxes and Licenses, and any other business which may need to be transacted.

Those present were Mayor Gary L. Webster, Council Members Steve Bailey, W. J. Dodd, and Jim Stanley, City Manager Warren P. Nevad, City Clerk/Finance Director Betty B. Garbutt, several citizens and representatives of the news media.

Mayor Webster called the meeting to order, led in the Pledge of Allegiance to the Flag and Council Member Dodd gave the invocation.

Council Member Dodd made a motion to approve the Proposed Occupational Tax Ordinance. Council Member Bailey seconded the motion. There was discussion concerning the Ordinance by the Council, the Citizens present, and Staff. Council Member Stanley requested that no business be charged more than 100% of the amount paid in 1994. This issue was discussed and it was the consensus of the Council to approve Council Member Stanley's request. This will be honored unless the City is challenged by the State. Council Member Stanley also requested that the tables, using the SIC Codes, in the book "Taxing and Licensing Businesses and Occupations Under Georgia Law" be added as appendixes. The motion was approved on a vote of 3-0, with the requests of Council Member Stanley to be added.

Council Member Dodd made a motion to approve the Resolution to amend the 1994 Budget. Council Member Stanley seconded the motion which passed on a vote of 3-0.

There was no other business to come before Council. Council Member Dodd made a motion to adjourn at 7:56 P.M., seconded by Council Member Bailey and passed on a vote of 3-0.

December 5, 1994
Ruth Ellen Switzer
5165 Sugar Crest Dr.
Sugar Hill, Ga 30518

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

Re: City Elections

Dear Sirs:

Effect 1-01-95 please accept my resignation as Superintendent of Elections for the City of Sugar Hill. I thank you for the opportunity to serve my city in this capacity for the past year, but professional and family responsibilities prevent me from continuing in this position.

I am recommending that you consider James McCalla or Edward Schoeck as the new superintendent. Both of these gentlemen have worked in the elections of the city for several years, both are retired and would have more time to devote to the position.

Sincerely,

Ruth Ellen Switzer
Ruth Ellen Switzer

*Recommend
Table until
1995 decision
on Supt of Election*

*Chick
S-O*

MEMO: 94-067

TO: Mayor/City Council

FROM: Warren P. Nevad

RE: December 12, 1994 CITY MANAGER REPORT

DATE: December 5, 1994

1. EMPLOYEES:

William Hutchins celebrated his 25th anniversary with the City of Sugar Hill. We had a nice breakfast with his fellow employees to recognize his dedication over the years to his peers and residents. During the past 60 days, Danny Pugh and Scott Payne have been consolidating their crews to assist us with our new gas services. Betty Garbutt has been attending Level 2 Finance Courses. Tony Bauman has been training Joe Appling to fill in during his absence. Wade Queen has implemented new security measures at the Golf Course which will result in an annual savings of \$20,000.

2. CUSTOMER SERVICE:

We are currently in the process of preparing annual reports to measure levels of activity during 1994. Under the auspices of the Municipal Gas Authority of Georgia, Ken Crowe and Margaret McEachern are developing a brochure to market our gas system. Our objective is to prevent dual fuel systems in new homes by educating builders on the benefits of natural gas. Also, we are preparing a new rider rate for any customers that have dual fuel heat systems.

3. BUDGET:

We are preparing our final 1994 Budget amendments for the December Council Meeting. Our new group insurance programs results in an annual savings of \$35,000. Betty spearheaded this project which results in a better benefit for our employees while saving monies. In addition, the proposed 1995 Budget will be adopted at the December Council Meeting.

4. PUBLIC SAFETY:

We met with Gwinnett County Police Chief to seek assistance from his department concerning neighborhood safety, and better communications with the Northside Precinct.

5. PLANNING & DEVELOPMENT:

We are reviewing an interlocal agreement with the County that allocates \$12,000 for drainage work.

6. CLUBHOUSE:

- We will present the results of our bids at the December Council-Meeting.

Please call me should you have any questions - Best Wishes for a productive meeting.

WPN:bms

NOVEMBER 1994

Customer Services

A) Total utility customers:

1) Gas	3404
2) Water	2410
3) Sewer	2248

B) New customers: 43

1) Gas & Water customers	22
2) Gas only customers	15
3) Water only customers	6
4) Total new customers	43

C) Customers moving out of city: 18

1) Gas & Water customers	7
2) Gas only customers	6
3) Water only customers	5
4) Total customers moving	18

D) Meter re-reads:

1) Before Billing	363
2) Per customer's request	13
3) Over-reads	7
4) Total re-reads	383

E) Other:

1) Cut-offs	8
2) Monies collected from write offs	Dollar Amount is being calculated/INFO TO FOLLOW
3) Surveys/Comments received:	-0-

Report by: Margaret McEachern
Customer Service Manager

Sugar Hill Golf Club
 Deposit & Round Breakdown
 November 1994

	Total Deposit	Credit Card	# of Rounds	Non		Non		
				Res. Res.	Res. Sr.	Res. Sr.	Jr.	
Nov. 1								
Nov. 2	1,713.56	462.70	58	3	37		18	
Nov. 3	2,261.47	383.75	84	33	37		14	
Nov. 4	3,181.41	892.67	102	2	100			
Nov. 5	5,262.82	2,047.17	127	8	119			
Nov. 6	2,740.93	996.39	69	12	57			
Nov. 7								
Nov. 8	1,326.35	539.07	42	2	35		5	
Nov. 9	1,416.04	292.94	53	4	35		14	
Nov. 10								
Nov. 11	2,150.04	493.27	74	19	54			1
Nov. 12	4,266.65	1,015.74	107	10	97			
Nov. 13	3,380.03	1,425.84	87	10	77			
Nov. 14								
Nov. 15	1,891.78	122.60	71	7	43		21	
Nov. 16								
Nov. 17	3,085.11	564.48	110	34	59		17	
Nov. 18	2,528.32	537.49	86	5	81			
Nov. 19	4,569.02	945.23	104	12	92			
Nov. 20	4,093.12	1,521.06	98	8	90			
Nov. 21								
Nov. 22	1,483.83	186.75	54	15	27	1	10	1
Nov. 23	3,307.65	1,363.31	114	7	98		7	2
Nov. 24	1,654.89	909.64	43	6	37			
Nov. 25	4,457.99	1,423.58	105	6	99			
Nov. 26								
Nov. 27	1,420.30	375.80	34	6	28			
Nov. 28								
Nov. 29								
Nov. 30								
Total	56,191.31	16,499.48	1622	209	1302	1	106	4
YTD	753,663.48	204,039.01	21145	2459	17239	22	1382	43

WASTEWATER DEPARTMENT

October 1994

Liftstations: Ther was only general maintenance and repairs on our liftstations in the month of October.

Sewer lines: On October 19, the 4" force main at the Sycamore Summit liftstation was found to be leaking. The station was shut down and a crew was called in at 4:45 pm to repair the main. The line was uncovered and found to be leaking due to two sections of pipe being seperated at the joint. The line was repaired, checked and covered back up. The station was back on line at 6:35 pm.

Sewer Capacity Available:

Total Sugar Hill capacity at Southside plant....	600,000gpd
Average Sugar Hill usage for October.....	<u>337,604gpd</u>
Average Sugar Hill capacity left.....	262,396gpd

Total # of lots approved, but not tapped on.....	227
Average usage for these lots based on 400gpd.....	<u>90,800gpd</u>

Total capacity at Sugar Hill plant.....	500,000gpd
Average usage for October.....	<u>217,194gpd</u>
Average capacity left.....	282,806gpd

Donna Zinskie
Collection System Supervisor

MEMO TO: Mayor and City Council

FROM: Jim Stanley

SUBJECT: Review of Draft Audit Report for Wastewater Facilities/Golf Course Project

DATE: November 14, 1994

The Deloitte & Touche audit of the Wastewater Facilities/Golf Course Project presents a carefully documented case study in how a City should not be managed, in how public funds should not be spent, and in how accounting records should not be kept.

As a consultant to the City, I very forcefully opposed sole source purchasing, restrictions on competitive bidding, interference with the work of contractors, the purchase of unbudgeted items, and uncontrolled wheeling and dealing. As a Councilman, I have continued to oppose non-essential spending, borrowing that we can't afford, and purchasing under anything less than open competitive bidding.

The audit document examines in detail the Wastewater Facilities/Golf Course project, and identifies the sources and uses of the public funds spent on the project. The audit confirms all of the following:

1. That the City expanded the scope of the initially planned project and purchased many unbudgeted items with costs exceeding \$1,000,000.
2. That the City had a legal binding lump sum "turn key" contract for the construction of the golf course, complete, grassed, and ready for play. That lump sum contract, with a fully bonded and insured contractor, was within the approved project budget.
3. That the City deleted items from this golf course contract and attempted to do them in-house, so as to save money, but ended up spending an additional \$1,465,613 to complete the work.
4. That **"The City's system for project management was inadequate."**
5. That **"The City's accounting policies and procedures for the Projects were inadequate."** Accounting transactions were not recorded in the accounting system on a timely basis, and supporting documentation was not maintained.
6. That the project budget was not properly adjusted as the work proceeded so as to reflect added items and costs.
7. That the City's Director of Golf, Mr. Boltz, was given broad authority over decisions concerning the golf facility, and that Mr. Boltz assumed responsibility for the irrigation system, grassing, erosion control, cart path construction and **"became involved in decisions regarding the timing of and materials to be used in installation of pond liners"**.

8. That the City failed repeatedly to require and use competitive bidding for procurement of major items.
9. That the City's grassing efforts were unsuccessful, requiring substantial portions of the golf facility grassing to be completed with sod.

The auditors could not be expected to examine every one of the hundreds of transactions which occurred. They did, however, select 25 expenditures as a representative sample and attempted to examine those transactions in detail to confirm that proper purchasing authority was provided and that proper bidding procedures were used. Out of the original 25 expenditures, they were unable to find any documentation on 10. That is 40% of the transactions with no documentation at all.

The auditors then supplemented the remaining fifteen with four more selected transactions and found the following:

1. Purchase orders could not be obtained for 7 of the 15 which should have had PO's. For 4 of the 8 where purchase orders were found, the date on the PO was after the date of the invoice.
2. City bidding policies were not followed for 9 of the 14 selections which should have been bid.

It is incumbent upon us to learn the painful lessons that this audit provides. We must have in place and in writing rational management and purchasing policies. We must vigorously enforce the policies, even when it seems inconvenient or cumbersome to do so. We must require meticulous attention to maintaining current, accurate, and fully documented accounting files.

The City ended up incurring huge unnecessary expenses as a result of trying to operate outside of the bounds of conventional municipal government practice. The City also let spending get out of control, I believe in part because City officials did not fully appreciate the long term financial consequences of the readily available "low interest loans".

We have indeed bought things we did not need with money we could not afford to borrow. We must see to it that that pattern is not continued.

Jim Stanley
pg 2 of 2

**CALLED COUNCIL MEETING
TUESDAY, DECEMBER 21, 1993
MINUTES, CONT'D.
PAGE 2**

and 12,000 square foot lots. Mr. Crowe states that this has decreased the density by 20% in Mr. Braden's plans. Jim Braden, applicant, is requesting the home size be decreased to 1,500 square feet minimum. He states that even 1,500 square foot homes is more than the 1,250 square feet required in that zoning classification. Mr. Braden states that he has no problems with the other conditions. Mr. Crowe states that 1,500 square foot homes is adequate for this area. Council Member Bailey moves to approve the annexation request with the conditions set forth by the Planning & Zoning Board with the exception of decreasing the minimum dwelling size to 1,500 square feet. Second to the motion by Council Member Morris. Mr. Crowe wants to make sure that this motion includes closing a portion of Millard Duncan Road and Dispain Road with access as shown on plans. Mr. Bailey states that this is included in his motion.

Mayor Haggard asks for public comments on this request. James R. January asks where the property is located. Mr. Crowe shows Mr. January where the property is located on the zoning map. Donnie McQuaig, of 5676 Sycamore Road, states that the Planning & Zoning Board considered carefully the minimum dwelling size question and felt that 1,600 square feet was more in line with existing houses in that area.

Mayor Haggard calls for the vote on this matter. Vote unanimous.

Annexation Request - Public Hearing - Breedlove - AX-93-004

Director of Development Ken Crowe states that the Planning & Zoning Board has recommended approval of this annexation request with the following conditions: RS-100 zoning classification with a minimum of 1,600 square foot homes, 85' minimum lot frontages and 12,000 square foot lots. Mr. Crowe states that this property is not contingent to our existing city limits, therefore, this annexation would have to go through the legislature. Mr. Crowe states that Mr. Breedlove would like to know the intentions of the Mayor and Council. Mr. Breedlove understands that the property will be brought into the city as AF, however, what conditions will he have to meet when it is zoned. Council Member Bailey moves to authorize the City Attorney to draft a resolution to forward the annexation request to the legislature and include the Council's intention to zone the property RS-100 with the conditions set forth by the Planning & Zoning Board. Second to the motion by Council Member Morris.

Mayor Haggard asks for public comments. Joan Fernandez states that she lives in front of the property and she wants it to be included in the resolution to have a tree buffer between their properties. Mr. Crowe states that a buffer is not required



CLERK'S REPORT
BETTY B. GARBUTT
NOVEMBER 14, 1994

The 1994 Tax Notices were mailed on October 31, 1994 and taxes are due on January 3, 1995. Total billing was \$347,586.28. There will probably be some adjustments since Gwinnett County is still working on some property assessments.

There was \$3,192,594.00 placed on the digest this year for the 40% assessment in personal property and inventory. This is the first year this has been done, so we will probably have some complaints concerning these items being placed on the digest. There is still some more personal property assessments to come from Gwinnett County. Personal property should bring in \$12,000.00+ in tax revenue.

I have billed out \$12,236.16 on property which was annexed into the City since 1988 and has not been listed on previous digests. I have no idea what reaction we will have from this, probably some will not want to pay.

The Gwinnett Municipal Association Christmas Party will be held on December 2, 1994 at Summit Chase Golf and Country Club at 7:00 P.M. Please call them if you do not plan to attend. They are preparing for everyone who received an invitation, so if you do not plan to go, give them the courtesy of a call.

Thanksgiving Holidays will be observed on November 24th and 25th. All City employees will be off except those who are on stand-by for emergency calls.

Everything is progressing nicely in the City and everyone is cooperating and working well together.

Council Report
by
Steven C. Bailey

Golf Course & Waste Water Treatment Facility
November 14, 1994

Golf Course

October, like the month before it, did experience some increases in both rounds played and revenues, in spite of the unseasonal rains. Revenues were up roughly 17%, while the number of rounds increased at 4%, all of that because of about a 95% increase in resident play. Non-resident play appears to have flattened out, as our Golf Director predicted, but fortunately has not dropped off.

The Golf Round Table met on November 5th, with a most informative meeting to discuss possible funding sources for the planned Clubhouse. Those in attendance were in complete accord that the funding should not be from tax dollars and urged the City to look at both private funding and revenue bonds or the combination only. At this meeting the Mayor announced the establishment of the Mayor's Cup Charity Tournament, to be held in April, with all proceeds going to Open Hands.

I am honored to inform you that our own Jeff Hefner, a Certified Golf Course Superintendent, had an article published in the "Through the Green", an industry publication. His article, titled "Effluent Irrigation on Georgia Golf Courses" was concerning the unique and visionary use of waste water as the water source and the challenges it poses operationally and the regulatory benchmarks that our course is setting.

Waste Water Treatment Plant

The plant is operating well within the state guidelines, providing the much needed capacity, especially with the unusual increase of storm and run-off water due to our rains last month. The staff, in my view are doing a fine job, and obviously in the view of some of our citizens, whom were thoughtful enough to write some most complementary letters to the City concerning their performance.

An issue that effects both the Golf Course and Waste Water Treatment Plant, is the matter regarding the electrical service switch over to Sawnee Electric. The staff and I have met twice with representatives of Sawnee to go over the concerns of the switch over, and our needs. It appears that Sawnee Electric will be able to provide dual source power feed, as required by Georgia EPD for the plant, and in order to receive the minimum rate possible, will meter at one location, however at the rate applicable for the current connected load. This will result in an approximate increase in electric service for 1995 of about \$15,000.00. It is our understanding that when the connected load reaches the 900KW benchmark, we will be qualified to receive additional discounts that will further reduce the rate. Regardless, in each scenario, the rate structure is indeed higher than Georgia Power, but the best that can be expected from Sawnee Electric. I would like to take this opportunity to thank Sawnee Electric for working with us and providing a switch over schedule sensitive to our needs, that will occur on or about January 1, 1995. Georgia Power is to be thanked also, for their cooperation in this transition, and for working with Sawnee for the best interest of Sugar Hill.

END OF REPORT

Effluent Irrigation on Georgia Golf Courses

By

Jeff Hefner, CGCS
Sugar Hill Golf Club

In an age of public and private environmental awareness, the golf industry must meet and overcome many challenges. One such challenge is acquiring and maintaining an adequate irrigation supply. In these times of diminishing water resources this can often be a difficult task. One potential irrigation source is effluent water. While effluent use poses a number of problems, it can provide a viable and reliable source of irrigation. A description of how effluent is used and regulated can best demonstrate its positive and negative aspects.

In the case of Sugar Hill Golf Club, our facility was designed as a land application effluent treatment plant. The golf course itself is actually a secondary aspect of the facility. The city of Sugar Hill, in evaluat-

ing future waste water disposal needs, determined that additional treatment and disposal capacity was needed. After much discussion, the city proposed to develop a 27 hole golf course on 268 acres. This daily fee course would also act as the city's land application effluent disbursement site. This plan was approved and construction of the treatment plant and a golf course began shortly afterwards.

Our facility is now on line with a treatment plant processing 500,000 gallons of waste water per day. This processing train includes screening, grit removal, flow monitoring, activated sludge stabilization, clarification, sand filtration and chlorination. Aerobic sludge digestion and drying beds are also part of the system. As the city's needs increase, we will be able to process one million gallons per day.

The Georgia EPD requires that effluent treatment sites maintain adequate water storage areas. The required capacity

is determined by the sum of a site's operational storage and water balance storage. Our operation must provide storage for at least 16 days of ultimate plant capacity (16 million gallons). We achieve this storage with a series of holding ponds.

State regulations also require that we have monitoring programs on site. These programs include 12 ground water monitoring wells located across the property. These wells were located according to EPD guideline. They allow us to monitor depth to groundwater, nitrate nitrogen, total phosphorous, pH, specific conductance, fluoride, fecal coliforms and Biological Oxygen Demand.

The EPD regulations also state that we must maintain buffer zones of 300 feet between irrigated areas and any existing or planned residences. We must also maintain 150 foot buffers from all property, boundaries and public roads. Lakes, rivers and streams must also be protected with 100 foot buffers from irrigated areas. Our effluent storage ponds, however, are exempt from this buffer regulation.

Once all the regulations are met one must deal with the chore of daily effluent application. The water must be handled every day once the facility goes on line. This means putting out large quantities of water even when you may not want it. Our irrigation system does not have rough heads, so we must apply most of the effluent on the fairways. Our capacity requires that we need never apply more than 2.21 inches of water per week. We attempt to disburse water at night, but if necessary we will irrigate during the day. Sugar Hill Golf Club is allowed to irrigate during playing hours as long as the public does not directly contact the effluent. However, because we are a land application site first and a golf course second, we would close the course if effluent applications were ever needed.

As of this writing, Sugar Hill has been on line for only a few months. Many questions on effluent use will remain unanswered for several years.

see IRRIGATION page 16

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IRRIGATION from page 14

We still do not know how the effluent pH and chlorine will affect the putting greens. Sodium and other substances may also pose problems. Currently Sugar Hill has few industrial sites; however, future growth will bring industry and its more dangerous wastes. The treatment process should eliminate all sediment, but we still do not know if layering will occur on the putting greens. Because Sugar Hill Golf Club may be the only effluent land application golf course in Georgia, our own experience with the system will have to answer the questions we have now and in the future.

From a superintendent's viewpoint, effluent water use provides many challenges. While we have a waste water specialist that supervises the water treatment, I am expected to understand the process. Scheduling the effluent application is not always easy and involves watering when it is not agronomically desirable. Much of the state regulations concerning effluent land application are vague. Sugar Hill Golf Club might even be considered a testing ground for future effluent legislation. I am not even sure of my legal liabilities for any unwitting EPD infrac-

tions. The project is so new to the state and myself that everyone is learning new information daily.

As for the viability of effluent water, the process holds great promise. We are disposing of effluent water without discharging it in waterways. In fact, turf may be the best final treatment for effluent waste. Unlike food crops, turf application reduces the chance of contaminants entering the food chain. The growth characteristics of turfgrass also make it an effective filtering system because of its demand for water and nutrients. The nutrients found in effluent water may even provide better turf than in normally irrigated areas.

Despite the headaches of managing effluent irrigation, the concept does have a bright future. As new golf courses search for water sources, effluent may be the answer. There are many unknowns involved, but I hope to find answers in the future. The regulations are changing quickly and may affect the viability of the process. Hopefully, this will be the first of a series of annual articles on effluent water use. I look forward to keeping you updated on the process of Sugar Hill Golf Club and effluent use in general. ○

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Two things are missing in this picture..... you with your client, and a clubhouse in which to entertain.

We invite you to visit Sugar Hill Golf Club and share your ideas on the type of clubhouse facility that would enhance the beauty of the property, as well as satisfy your needs to make your golf experience more enjoyable.

Enclosed for your convenience, and review is a rate chart along with interesting information pertaining to the Golf Course, its staff, and future clubhouse construction.

For additional information contact Sugar Hill City Manager Warren Nevad at 945-6716 or Sugar Hill Golf Club at 271-0519.

CITY OVERVIEW

Golf course is draw for city

SUGAR HILL

The high ratio of residences to commercial developments make Sugar Hill — a peaceful community resting near the northern tip of Gwinnett County — a prime location for businesses, and city officials say they hope to take part in the industry upsurge.

By continuing to change, city officials say, Sugar Hill is setting the stage for future residential and commercial growth.

City officials say they believe that within the next couple of years more industries will move into the area, giving the city a stronger tax base.

Although Sugar Hill is primarily a residential municipality, it does have its share of commercialism. Almost 50 offices operate out of The North Gwinnett Professional Building near

Georgia Highway 20. The town also boasts several cabinet businesses.

A major recreational draw for the city is its 18-hole golf course.

City officials say the 270-acre golf course near Suwanee Dam Road will provide a recreation center for the town's 5,000 residents, furnish the city with a clean, money-making industry, and help the town keep its taxes low.

City officials say golf courses are very profitable, and they expect the profits to exceed \$100,000 per year. The golf industry brings in \$20 billion per year nationwide — a figure that is expected to double by the turn of the century, according to the latest statistics.

Additionally, the number of golf courses in the country is projected to grow from 13,700 now to 20,000 in

the next nine years.

However, it is the love of golf rather than environmental concerns that draws people out to the course site.

But the golf course isn't the only recreational area in Sugar Hill; there is also E.E. Robinson Park, which features basketball and tennis courts, a playground, a nature trail and a pavilion that can be rented from the city.

Sugar Hill Golf Club drives Queen to work

By Jodie McNulty
For The News

For Wade Queen, opening his golf course and continuing with his hobby was the right choice for him. On June 15, 1992, he opened the Sugar Hill Golf Club at 6094 Suwanee Dam Road in Sugar Hill.

"I had been in management for close to 30 years and then I retired. Once I retired I went to work for a golf course and when the owner resigned in September 1992 they asked me to take over," Queen said. "I had been an avid golfer for over 25 years and I thought it was the kind of career that I wanted to pursue after retirement. I really enjoy my job."

The interesting and rewarding sides to the golf business have gone hand in hand for Queen.

"I love being associated with something that I love as much as golf and it is very rewarding for me to do. The day this golf course opened was a very interesting experience," Queen said. "It was a year behind in construction and that was the highlight in my experience with the golf course."

The growing golf industry have made it possible for Queen to fulfill his goals.

"This golf course has been growing since the day we opened and has had a constant growth. The course is becoming more mature with time. This is a growing industry and this course has grown with the industry," he said. "I have been a lifelong resident in this area and my family has been here for a long time. When I was transferred here in the '80s, I was glad to be



JODIE McNULTY/For The News

Wade Queen manages the Sugar Hill Golf Club, which opened in June 1992.

Business Briefcase

back home. My number one goal here was to get the golf course open. I also want to make it profitable and see the course through to its completion with nine more holes and lots more."

For the Sugar Hill Golf Club's 10 full-time employees and six part-time employees, their secret to success has been very simple.

"Our only secret to success has been being honest and sincere with the people we serve. Without them we really don't have a business," Queen said.

Aside from work, Queen, 59, and his wife, Bobbie, have been married for 36 years. Together they have raised two children, Alan and Julie. Alan is married to Tracy and Julie

is married to Paul. Julie and Paul have one son, Cody, and are expecting their second child this month. Queen is a native of the Sugar Hill area and his hobbies include playing golf and doing woodwork.

"This area is great because it is my home. From here we have access to anything needed. Sugar Hill is close to Atlanta, the mountains and also to the coast, as well as Lake Lanier," Queen said.

The Sugar Hill Golf Club is open from 7 a.m. until 8:45 p.m. from Tuesday through Sunday. The club is closed on Monday. The hours change with each season.

Sugar Hill looks at building golf course clubhouse

By Charles Duncan
The News

SUGAR HILL — At the Oct. 10 council meeting, the city council will review a feasibility study on how the city can construct a clubhouse for the Sugar Hill Golf Course.

The cost benefit study will be submitted by City Manager Warren Nevad, who after talking with Golf Course Director Wade Queen, feels that a permanent clubhouse should be considered by the council.

Queen feels a permanent structure is in order to be competitive with future courses.

"Currently, the closest thing we have to a clubhouse is a mobile trailer," Queen said. "We pay \$4,740 a year to rent the mobile trailer. This cost would be negated by a permanent structure."

The estimated cost of building a permanent 4,800-square-foot clubhouse is \$400,000. Based on a 10-year

loan at 8.5 percent interest, the principal and interest would be \$60,000 annually, said Queen.

There are several advantages to building a clubhouse, Queen said.

Those advantages include:

- The current mobile clubhouse's projected annual net income from beer sales is \$10,400. That figure could be considerably increased should a permanent clubhouse be constructed.

- The projected number of rounds for 1995 is 21,420, only a slight increase from 1994. A number of new courses will be opening in 1995 and to compete Queen feels Sugar Hill's course must up be updated to include a permanent clubhouse.

- A course surcharge could increase revenues to help support the bond referendum.

"We've got a great course, but there is something missing," Queen said. "A permanent clubhouse is the key to attracting more players to the

course.

A permanent clubhouse structure could be financed by revenue bonds rather than tapping taxpayer resources, Nevad said.

"We are evaluating our current bond covenant to determine if we can issue a revenue bond," Nevad said. "If given approval by the council to pursue bids, we can present a revenue financing program to bond investors."

The clubhouse could be completed in phases or could be scaled down, Nevad said.

"We've toured other clubhouses in the area to see what type of facility would fit our customer needs," Nevad said.

Fellow councilman Charles Spradlin felt a permanent clubhouse is in order, but will not be in favor of anything "if it costs taxpayers a dime."

"There is no doubt that the golf course needs a clubhouse," Spradlin said. "Nobody is disputing that, but

Council liaison: Clubhouse needed

By Charles Duncan
The News

SUGAR HILL — Councilman Steven Bailey, who is the liaison for the council's golf course committee, says that from a marketing standpoint, a clubhouse is needed.

"It's my understanding the city manager will seek permission from the council to go forward and seek permission from the council to go forward and solicit bids for construction," Bailey said.

"This is contingent upon funding and that one of the various mechanisms for funding could be a revenue bond, it could be private money

— interplay between industry and the city.

"Up 'til now, we've always been thwarted by our current bond conditions and covenants," Bailey said. "Warren (Nevad) is working to change those covenants which would allow that to take place."

"Revenue bonds is one way we can build a permanent clubhouse, assuming that the current bond covenants that cover the rest of the facility will allow that," Bailey said. "It's sort of like when you have a first mortgage and then you get a second mortgage kind of concept."

"We've got to build a clubhouse out there — period."

how it will be paid for is a different story."

"It's a catch-22 situation," he said.

Spradlin said he would have to look at the specifics of the revenue bond proposal.

INTEROFFICE MEMORANDUM

DATE: October 27, 1994

RE: Financing alternatives for Golf Course Club House

ATTENDING: Warren P. Nevad, Steve Bailey, Wade Queen,
Lee Thompson, Earl Taylor

Mr. Earl Taylor looked over the '93 bond issue to decide whether or not the golf course revenue was entailed as guarantee for that issue. It is not.

Mr. Taylor then offered three financing alternatives for the \$500,000 needed to build the club house.

1. G. O. Bonds which would need voter approval. It was discussed that if a bond referendum failed to pass, the club house would be a dead issue.

2. Intergovernmental contract financing. It might be possible to set up a recreation authority to purchase the revenue bond, then the city leases from this authority. Lease payments would be in the amount of the monthly debt service. It would be necessary to get approval for this authority through the Georgia general assembly and be signed by the governor.

3. Private donations for the purpose of building.

A construction loan from the bank (or any other source) is not available to any city under state law.

It was recommended that if the city sells bonds, we find private buyers, ie., our local bank, rather than have a public sale because the cost of sale would be excessive on such a small amount of money.

Legal and professional fees (not including city attorney) would be approximately \$10,000 on G. O. Bonds or \$15,000 for Intergovernment Contracts.

There is a round table discussion set up for November 5, 1994, with all interested parties to attend.

FINANCE REPORT
BETTY B. GARBUTT
NOVEMBER 14, 1994

The Insurance Premium Tax came in on October 17th. The amount was \$141,926.54.

At this time we have in the Impounded Landfill Account \$302,928.52.

We have \$104,083.96 in the LGIP account.

Thru October we have in the Sinking Fund \$237,985.04 and in the Debt Service Account we have \$98,840.27. These accounts are being funded monthly when deposits are due. We will have sufficient funds to pay the principal and interest when they become due.

Property Taxes should begin coming in and Gas income should be up which should make the day to day cash flow better. By being frugal and watching Accounts Payable we have managed to keep from drawing all the funds out of the LGIP Account. There are no unnecessary expenses and expenditures being approved and all department heads are not buying unless there is an emergency.

We received a payment of \$13,963.32 from CDBG to reimburse for the final amount due for 1993. Danny Pugh and Margie Wilson worked on this project.

I will be taking Immediate Budgeting, the final course for my Level II Certification in Finance, on November 30th, December 1st, 7th, and 8th in Gainesville. If I pass the course, I will receive my Level II Certification at the February Clerk's Certification week in Athens.

See the attached page for Budget, Year To Date comparison. We are still carrying a favorable variance for the year.

DEPTSUM.XLS

October 1994 Revenue Expense Report by Dept .

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	878,733	522,205	59.43%	(356,528)
Exp.	690,648	656,839	95.10%	(33,809)
Net Income	188,085	(134,634)	71.58%	(322,719)
2) Inspec.:				
Rev.	74,000	80,970	109.42%	6,970
Exp.	59,078	59,682	101.02%	604
Net Income	14,922	21,288	142.66%	6,366
3) Street:				
Rev.	72,800	55,895	76.78%	(16,905)
Exp.	229,346	182,298	79.49%	(47,048)
Net Income	(156,546)	(126,403)	80.74%	30,143
4) Sanitation:				
Rev.	405,158	331,951	81.93%	(73,207)
Exp.	324,905	309,846	95.36%	(15,059)
Net Income	80,253	22,105	27.54%	(58,148)
5) Gas:				
Rev.	2,166,079	1,749,136	80.75%	(416,943)
Exp.	1,678,244	958,446	57.11%	719,798
Net Income	487,835	790,690	162.08%	302,855
6) Water:				
Rev.	702,744	563,365	80.17%	(139,379)
Exp.	677,735	586,493	86.54%	(91,242)
Net Income	25,009	(23,128)	92.48%	(48,137)
7) Sewer:				
Rev.	623,118	428,977	68.84%	(194,141)
Exp.	884,802	699,737	79.08%	(185,065)
Net Income	(261,684)	(270,760)	103.47%	(9,076)
8) Golf:				
Rev.	690,343	666,703	96.58%	(23,640)
Exp.	849,167	658,812	77.58%	190,355
Net Income	(158,824)	7,891	4.97%	166,715
9) Total Funds:				
Rev.	5,612,975	4,399,202	78.38%	(1,213,773)
Exp.	5,393,925	4,112,153	76.24%	(1,281,772)
Total Income	219,050	287,049	131.04%	67,999

CITY OF SUGAR HILL
SUMMARY 1994 BUDGET
AND BUDGET REVISIONS

GENERAL FUND 01	Original Budget	Budget Revisions	Revised Budget Approved	Actual Expenses/ Expenditures	83.33% Bud	Variance 83.33% to Budget
Administrative Revenue	\$878,733	\$0	\$878,733	\$521,967	\$732,278	(\$210,311)
Inspection Revenue	\$74,000	\$0	\$74,000	\$78,672	\$61,667	\$17,005
Street Department Revenue	\$72,800	\$0	\$72,800	\$55,845	\$60,667	(\$4,822)
Total Revenues	\$1,025,533	\$0	\$1,025,533	\$656,484	\$854,612	(\$198,128)
Administrative Expenditures	\$743,414	(\$52,766)	\$690,648	\$643,174	\$575,540	\$67,634
Inspection Expenditures	\$60,578	(\$1,500)	\$59,078	\$57,574	\$49,232	\$8,342
Street Department Expenditures	\$236,346	(\$7,000)	\$229,346	\$174,086	\$191,122	(\$17,036)
Total Expenditures	\$1,040,338	(\$61,266)	\$979,072	\$874,834	\$815,894	\$58,940
Budgeted Surplus/(Deficit)	(\$14,805)	\$61,266	\$46,461	(\$218,350)	\$38,718	(\$257,068)
SANITATION FUND 02						
Sanitation Revenues	\$597,180	(\$192,022)	\$405,158	\$320,902	\$337,632	(\$16,730)
Sanitation Expenses	\$351,687	(\$26,782)	\$324,905	\$298,344	\$270,754	\$27,590
Budgeted Surplus/(Deficit)	\$245,493	(\$165,240)	\$80,253	\$22,558	\$66,878	(\$44,320)
FUND 03						
Gas Revenues	\$2,166,079	\$0	\$2,166,079	\$1,713,470	\$1,805,066	(\$91,596)
Gas Expenses	\$1,694,090	(\$15,846)	\$1,678,244	\$948,355	\$1,398,537	(\$450,182)
Budgeted Surplus/(Deficit)	\$471,989	\$15,846	\$487,835	\$765,115	\$406,529	\$358,586
WATER FUND 04						
Water Revenue	\$702,744	\$0	\$702,744	\$539,435	\$585,620	(\$46,185)
Water Expenses	\$689,895	(\$12,160)	\$677,735	\$578,357	\$564,779	\$13,578
Budgeted Surplus/(Deficit)	\$12,849	\$12,160	\$25,009	(\$38,922)	\$20,841	(\$59,763)
SEWER FUND 06						
Sewer Revenues	\$623,118	\$0	\$623,118	\$412,621	\$519,265	(\$106,644)
Sewer Expenses	\$1,056,663	(\$171,861)	\$884,802	\$691,754	\$737,335	(\$45,581)
Budgeted Surplus/(Deficit)	(\$433,545)	\$171,861	(\$261,684)	(\$279,133)	(\$218,070)	(\$61,063)
GOLF COURSE FUND 07						
Golf Course Revenue	\$725,208	(\$34,865)	\$690,343	\$666,703	\$575,286	\$91,417
Golf Course Expenses	\$889,699	(\$40,532)	\$849,167	\$649,338	\$707,640	(\$58,302)
Budgeted Surplus/(Deficit)	(\$164,491)	\$5,667	(\$158,824)	\$17,365	(\$132,354)	\$149,719
TOTAL FUNDS SUMMARY						
Total Budgeted Revenues	\$5,839,962	(\$226,887)	\$5,613,075	\$4,309,615	\$4,677,481	(\$367,866)
Total Budgeted - Expenditures/Expenses	\$5,722,372	(\$328,447)	\$5,393,925	\$4,040,982	\$4,494,939	(\$453,957)
Total Budgeted Surplus/(Deficit)	\$117,490	\$101,560	\$219,050	\$268,633	\$182,542	\$86,091

MEMO: 94-056

TO: Mayor/City Council

FROM: Warren P. Nevad

RE: November 14, 1994 CITY MANAGER REPORT

DATE: November 7, 1994

1. EMPLOYEES:

The Mayor has requested that all employees, council members and residents donate canned goods to the Helping Hands Ministry. Food receptacles are located in the Community Center. Danny Pugh and Margie Wilson were successful in procuring over \$13,000 in 1993 Community Development Block Grant reimbursement monies. Ralph Terry and Donna Zinskie received a commendation letter from a resident for their efforts. Jeff Hefner researched and wrote an interesting article about effluent irrigation on golf courses for the Georgia Golf Course Superintendents Association. We are extremely proud of his contributions to his field.

Kim Landers and Scott Payne assisted me in the preparation of new meter and tap procedures to facilitate enhanced communication and improved customer service. Ken Crowe is researching new disclosure requirements relating to rezoning applications. We have scheduled a meeting on November 10th with Shorter College to offer continuing educational opportunities to our employees.

2. CUSTOMER SERVICE:

We have reformatted our monthly customer service reports to reflect the results of our customer surveys. Margaret McEachern is currently revising our Sugar Hill orientation manual for our new customers.

3. BUDGET:

We are preparing our final 1994 Budget amendments for the December Council Meeting. Also, we are reviewing our 1995 proposed budget draft for an upcoming workshop which should be scheduled within 30 days. Due to scheduling conflicts that may arise, we will schedule individual meetings with the Mayor/Council. Please contact Betty Garbutt so that we can plan accordingly.

The 1995 Budget sets up a new renewal and replacement account which will be funded by 3.5 percent of our user fees. Due to recent planned construction starts, we may revise our original forecasted tap fee revenues to increase the percentage of user fees to our new capital account.

4. GRANTS:

We have been approved for a \$ 5,000 Recycling and Source Reduction Grant from the Georgia Environmental Facilities Authority. The Georgia Department of Community Affairs is reviewing our grant application to fund curbside improvements from the entrance of E.E. Robinson Park to the fields.

We are investigating funding sources to pay for the operation of our three (3) prison crews. We have been advised that the Department of Justice's Violent Crime Control and Law Enforcement Act of 1994 has appropriated funding in 1996 to provide monies for state and local governments to operate programs for the prisoners. We will keep you advised of our findings.

5. ROADS/SIDEWALKS:

We met with Gwinnett County Commissioner Tommy Hughes and County Transportation Director George Black to discuss road improvements to Hillcrest Drive, Spring Hill Drive and Sycamore Drive. We will meet with the State Department of Transportation to request state assistance and widening of Highway 20.

We have been advised by the County that a new sidewalk will be constructed from E.E. Robinson Park to North Gwinnett High School. The sidewalk should be completed by next summer. We are also inquiring about the cost feasibility to build other sidewalks on nearby roads. Please refer to previous correspondence. (memorandum 94-55).

6. PLANNING & DEVELOPMENT:

We have received an annexation application for a new planned unit development near the Golf Course. Please contact Ken Crowe for the specifics. Ken and Tony Bauman are handling inspections.

We are working with Georgia Power to audit all new construction starts since January 1993 to ensure that we are receiving our fair share of franchise fees. We are reviewing the easement plans for the Bell South cellular tower to be located at our wastewater complex.

7. GOLF COURSE CLUBHOUSE:

Pursuant to the October Council Meeting, we are preparing a Request For Proposal to construct a new clubhouse. Sealed bids will be opened at least one week prior to the December 12, 1994 Council Meeting. Staff will recommend financing alternatives for your consideration at the December Council Meeting.

Please call me should you have any questions - Best Wishes for a productive meeting.

WPN:bms

PLANNING AND ZONING BOARD
MONDAY, NOVEMBER 21, 1994
7:30 P.M.

M I N U T E S

Pledge to the flag.
Meeting called to order at 7:10 p.m.

Attendance

Present: Vice Chairman Gary Chapman, Boardmembers Granville Betts, Gary Chapman, Bob Parris, and Rose Payne.
Liaison Jim Stanley.
Absent: Chairman Jay Asgari

Reading and Approval of Previous Minutes

Mr. Parris makes a motion to approve the April 18, 1994 and July 18, 1994 minutes. Second to the motion Mr. Betts. Vote unanimous.

Annexation/Rezoning Request

Annexation # AX-94-003/Rezoning# RZ-94-003

Mr. Crowe begins with opening statements in order to brief the Boardmembers and the public on this annexation/rezoning request.

- Said property is currently located in Unincorporated Gwinnett County just north of the Sugar Hill Golf Course on Suwanee Dam Road.

This application was approved for submittal by the Mayor and Council at the November 14, 1994 Mayor and Council Meeting.

- Zoning request is for a Planned Unit Development made up of a total site area of 211 acres, with a overall conceptual plan to develop 356 lots.
- Current Unincorporated Gwinnett County zoning is R-100 which is comparable to City of Sugar Hill's RS-150 zoning.
- Overall reasoning behind applicants request for a Planned Unit Development is to achieve the flexibility to work within topographic conditions of the property.

Planned Unit Development Conceptual Plan presented and applicant is requesting the ability to develop under conditions as follows;

PLANNING AND ZONING BOARD
MONDAY, NOVEMBER 21, 1994
7:30 P.M.
MINUTES CONT'D.

Page 2

34 acre tract:

- Minimum 85' lot width at the building line.
- Minimum lot area of 12,000 square feet.
- Front set back of 25'.
- Side yard minimum set back of 7', with the condition that a 20' distance is maintained between houses, which will be the developers responsibility to police this 20' distance by providing foundation surveys and/or house location plans prior to the issuance of building permits.

Remaining 177 acre tract:

- Minimum 100' lot width at the building line.
- Minimum lot area of 15,000 square feet.
- Ability to alter by "any" or "all" of the below variations with a overall maximum accumulation allowed to be altered would be 25% of these lots;
 - reducing lot width to 85' at the building line.
 - reducing the front set back to 25'.
 - reducing the side yard set back to 7', with the condition that a 20' distance is maintained between houses, which will be the developers responsibility to police this 20' distance by providing foundation surveys and/or house location plans prior to the issuance of building permits.

Discussion between the boardmembers and Mr. Gautney on the Conceptual Plan submitted;

- 25% of the total altered lots would add up to be approximately 47 lots.
- two Recreational Areas are noted because Development Regulations require specific areas to be dedicated for recreational area per development.
- two entrances. One being located off of Suwanne Dam Road which will be used in the earlier stages of development, and secondly Island Ford Road in which development will occur in the much later stages of the development.
- Preliminary Development stages at this time are to develop 8 phases with 46 lots per phase beginning at Suwannee Dam Road, and the Recreational Area probably wouldn't be developed until the second phase.
- Homeowners association would be provided for this development.

Mr. Chapman asked if there were any citizen comments to address;

Citizens Comments:

John Milsaps - 6275 Suwanee Dam Road

Price Range for homes -

(Normal development cost will result in prices ranging from \$130,000 - \$150,000 however, if development cost were to exceed normal cost, then the price range for the homes would be substantially higher).

Kay Jackson - 6432 Suwanee Dam Road

Property Owner Notification requirements -

(Required to submit notifications only to adjoining property owners).

Silt-Screen - Erosion Control Requirements -

(City of Sugar Hill has adopted Gwinnett County's Development Regulations which will address these issues. Any concern or problems should be addressed to the City under Development stages).

City Marshall duties of Enforcement -

(Marshall duties are to enforce city codes and ordinances. Gwinnett County Police will handle normal police enforcement).

Requirements for increased amount of traffic on Suwanee Dam Road -

(Will be addressed fully by Gwinnett County Department of Transportation. Developer will submit plans for Gwinnett County to address and comment on these issues prior to development approval. If improvement are currently planned to be made by Gwinnett County, then Gwinnett County may require the developer to put money in escrow for road improvements to occur).

Requirements for additional traffic on Island Ford Road -

(Development Regulations will require road improvements if criteria is met. The Fire Safety Division will also require a second entrance if criteria is meter due to emergency procedures (911) which is so noted in the Development Regulations.

Requirements for notification to area property owners, not adjoining property owners -

(Required to submit notifications only to adjoining property owners).

Posted sign notification not visible from Road -

(Staff will check location of sign and make sure it is visible for passing traffic).

PLANNING AND ZONING BOARD
MONDAY, NOVEMBER 21, 1994
7:30 P.M.
MINUTES CONT'D.

Page 4

Joseph Anderson - 5984 Island Ford Road

Didn't receive property owner notification -

(Staff will make sure that a notification is sent to Mr. Anderson before the Mayor and Council Meeting.)

Sandra Wood - 6704 Island Ford Road

Effect of road widening in relation to the two existing grave yards. -

(This is something that the developer and Gwinnett County will have to address).

Judy Gilmer 1624 Wellhouse Road

Request to be informed on improvements to Island Ford Road -

(Once Development Plans have been submitted for review David Tucker with Gwinnett County Planning and Development can be contacted for information on what type of improvement will occur).

Linda Bagwell - 2367 Whitehouse Road

Developer's main reason for annexation request -

(If said property were left in Gwinnett County about 25% of the lots would be lost due to the requirements for R-100 zoning. Sewer capacity is also a contributing factor for this request because sewer availability allows more lots per development. In order to be served by City sewer you must be located inside the city limits.)

Jim Stanley - Liaison to Planning and Development addressed his concerns that the developers overall request didn't appear to be a Planned Unit Development but merely two subdivisions, one with a RS-100 zoning and the other with a RS-150 zoning. If this request is brought before the Mayor and Council under these conditions, there is a possibility for denial.

Lengthy discussion held.

PLANNING AND ZONING BOARD
MONDAY, NOVEMBER 21, 1994
7:30 P.M.
MINUTES CONT'D.

Page 5

Mr. Betts makes a motion of recommendation for the Mayor and Council to approve this annexation/rezoning request as follows;

- Zoning Classification of RS-150/PUD for the total 211 acres with,
- Minimum 100' lot width at the building line.
 - Minimum lot area of 15,000 square feet.
 - Minimum 1600 square feet for house size.
 - Ability to alter by "any" or "all" of the below variations with a 30% of overall lot maximum accumulation allowed - Alterations are as follows;
 - reducing lot width to 85' at the building line.
 - reducing the front set back to 25'.
 - reducing the side yard set back to 7', with the condition that a 20' distance is maintained between houses, which will be the developers responsibility to police this 20' distance by providing foundation surveys and/or house location plans prior to the issuance of building permits.

Second to the motion Mr. Parris. Vote unanimous.

Adjournment

Mr. Parris makes a motion to adjourn. Second to the motion Mrs. Payne. Vote unanimous.

Meeting adjourned at 9:06 p.m.

PLANNING AND ZONING BOARD OF APPEALS
MONDAY, NOVEMBER 28, 1994
7:30 P.M.

M I N U T E S

Pledge to the flag.
Meeting called to order at 7:30 p.m.

Attendance

Present: Chairman Ed Phillips, Vice Chairman Kevin Pugh,
Boardmembers Rick January, Doland Baird, Michael
Fogarty, & Liaison Jim Stanley.
Ken Crowe Director: Planning & Development

Reading and Approval of Previous Minutes

Mr. January makes a motion to approve the September 28, 1994
minutes. Second to the motion Mr. Fogarty. Vote unanimous.

Variance Request

94-01029 Hospital System, 4585 Highway 20

Mr. Phillips asked Mr. Crowe if he would like to brief them about
this variance request.

Mr. Crowe stated that at the time the existing sign was
permitted, it was discussed with the applicant that a variance
would be required if a reader board was to be added.

This reader board would allow the applicant to announce meeting
or events taking place in the community. Dimensions for the
additional space would be a 2' X 8' for a total of 16 square feet
per side.

Mr. Pugh makes a motion to approve Variance Request #94-01029.
Second to the motion Mr. Fogarty. Vote unanimous.

Citizens Comments

Mr. Stanley commented on the Board's motion of approval and his
feelings on the need to set precedents upon approvals for these
type of variance requests.

Adjournment

Mr. Pugh makes a motion to adjourn. Second to the motion Mr.
Fogarty. Vote unanimous.

Meeting adjourned 8:10 p.m.

Kimberly B. Sanders

FINANCE REPORT
DECEMBER 12, 1994

The budget revisions are being made moving within department to give a more detailed picture of where we stand at this time with Revenues and Expenditures.

I am making projections for the 1994 year. I only had to project for one month, because we have the data through November.

The new Health and Life Insurance will go into effect on January 1, 1995. This will result in a savings of \$35,000.00 to \$40,000.00 next year. We looked at nine (9) proposals and Group Resources Inc. had the best benefits for the least money.

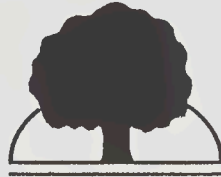
DEPTSUM.XLS

November 1994 Revenue Expense Report by Dept .

Dept:	Budget	YTD	Percent	Net (YTD-Budget)
1) Admin:				
Rev.	878,733	583,858	66.44%	(294,875)
Exp.	690,648	685,653	99.28%	(4,995)
Net Income	188,085	(101,795)	54.12%	(289,880)
2) Inspec.:				
Rev.	74,000	84,807	109.42%	10,807
Exp.	59,078	61,804	101.02%	2,726
Net Income	14,922	23,003	154.15%	8,081
3) Street:				
Rev.	72,800	55,926	76.82%	(16,874)
Exp.	229,346	187,186	81.61%	(42,160)
Net Income	(156,546)	(131,260)	83.84%	25,286
4) Sanitation:				
Rev.	405,158	358,456	88.47%	(46,702)
Exp.	324,905	309,846	95.36%	(15,059)
Net Income	80,253	48,610	60.57%	(31,643)
5) Gas:				
Rev.	2,166,079	1,865,896	86.14%	(300,183)
Exp.	1,678,244	1,016,450	60.56%	719,798
Net Income	487,835	849,446	174.12%	361,611
6) Water:				
Rev.	702,744	613,829	87.34%	(88,915)
Exp.	677,735	594,366	87.69%	(83,369)
Net Income	25,009	19,463	77.82%	(5,546)
7) Sewer:				
Rev.	623,118	465,810	74.75%	(157,308)
Exp.	884,802	723,193	81.73%	(161,609)
Net Income	(261,684)	(257,383)	98.35%	4,301
8) Golf:				
Rev.	690,343	720,400	104.35%	(23,640)
Exp.	849,167	675,079	79.49%	190,355
Net Income	(158,824)	45,321	28.53%	204,145
9) Total Funds:				
Rev.	5,612,975	4,748,982	84.61%	(863,993)
Exp.	5,393,925	4,253,577	78.86%	(1,140,348)
Total Income	219,050	495,405	226.16%	276,355

GMA LEASE POOL
EQUIPMENT

BALANCE 1994	PAYOUT '94	PAYOUT '95	PAYOUT '96	PAYOUT '97
\$15,260.57	\$7,630.29	\$7,630.28	\$0.00	\$0.00
\$16,837.71	\$8,418.86	\$8,418.85	\$0.00	\$0.00
\$68,838.46	\$17,209.62	\$17,209.62	\$17,209.62	\$17,209.60
\$5,367.00	\$5,367.00	\$0.00	\$0.00	\$0.00
\$4,752.75	\$4,752.75	\$0.00	\$0.00	\$0.00
\$5,334.00	\$2,667.00	\$2,667.00	\$0.00	\$0.00
\$5,851.71	\$2,925.86	\$2,925.85	\$0.00	\$0.00
\$8,567.14	\$4,283.57	\$4,383.57	\$0.00	\$0.00
\$10,018.80	\$3,339.60	\$3,339.60	\$3,339.60	\$0.00
\$7,847.10	\$2,615.70	\$2,615.70	\$2,615.70	\$0.00
\$7,117.20	\$2,372.40	\$2,372.40	\$2,372.40	\$0.00
\$6,640.20	\$2,213.40	\$2,213.40	\$2,213.40	\$0.00
\$10,080.00	\$2,520.00	\$2,520.00	\$2,520.00	\$2,520.00
\$13,624.62	\$3,406.15	\$3,406.15	\$3,406.15	\$3,406.17
\$186,137.26	\$69,722.20	\$59,702.42	\$33,676.87	\$23,135.77
		\$1,147.00 PER WEEK	\$648.00 PER WEEK	\$445.00 PER WEEK



CITY OF SUGAR HILL

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

December 1, 1994

Certified Mail # P 882 252 279
Return Receipt Requested

Sadie S. Dispain
5850 Dispain Road
Buford, Ga. 30518

Dear Ms. Dispain,

I am writing on behalf of the City of Sugar Hill to provide you with notice that the Mayor and Council of the City of Sugar Hill will consider a proposal for the closing and abandonment of a portion of Dispain Road and Millard Duncan Road at its regularly scheduled meeting in December. This meeting will take place in the Sugar Hill Community Center on December 12, 1994 at 7:30 p.m. This is a public meeting and you are invited to attend.

If you desire to review plans regarding the specific portion of Dispain Road and/or Millard Duncan Road under consideration for closing and abandonment, or if you have additional questions regarding this matter, you may contact me at 945-6716. If you wish to review details and drawings of the proposal submitted to the City of Sugar Hill please come by my office at 4988 West Broad Street. If you desire to address the Mayor and Council in connection with this matter, you should make plans to attend the aforementioned meeting.

Sincerely,

A handwritten signature in cursive script that reads "Ken Crowe".

Ken Crowe
Director: Utilities & Development

**BRADEN
&
ASSOCIATES**

REAL ESTATE

One Meca Way, Norcross, GA 30093
(404) 564-5644 • FAX (404) 564-5528

September 22, 1993

Sadie S. Dispain
5850 Dispain Road
Buford, GA 30518-2110

James B. Braden
One Meca Way
Norcross, GA 30093

Dear Mr. Braden:

I understand that you are working with Mr. Charles Randell to acquire the Louise Hiss property located in District 7, Land Lot 336 of Gwinnett County, Georgia and containing approximately 29 acres.

I understand that for your intended use this property must be annexed into the City of Sugar Hill. I do not object to this annexation.

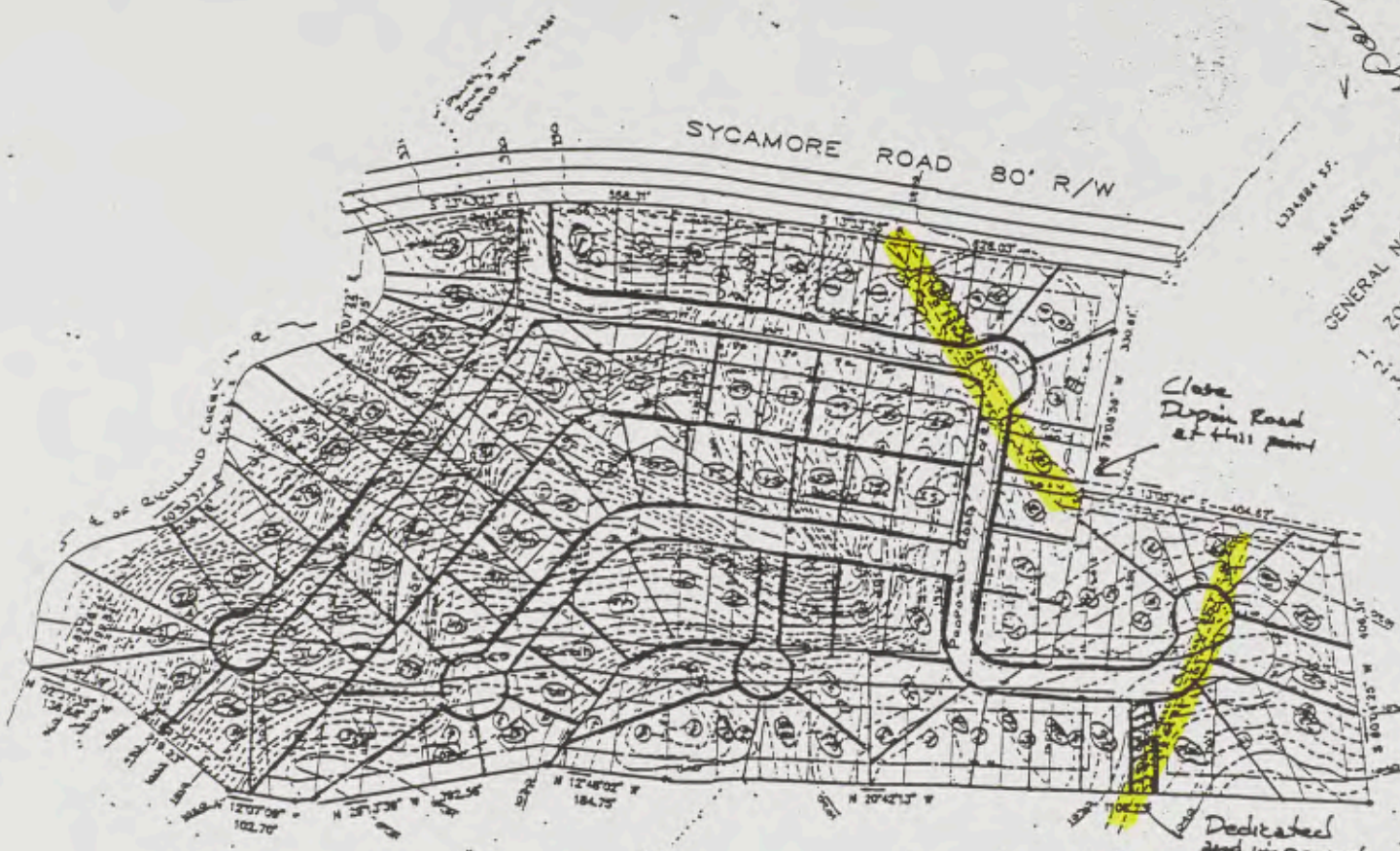
I do not object to the closing of that portion of Dispain Road which fronts on Sycamore Road and runs to the property line of Thomas Partee, Jr., Executor for the Estate of Charles L. Lee, 1950 Lauren Ct., Marietta, GA 30062-2958. The closing of the road will generally conform with the plan attached hereto.

I do not object to the re-routing of Millard Duncan Road provided that you provide dedicated and improved road right-of-way to the point where the road currently runs off the Hiss property. The location of the road right-of-way should generally conform with the plan attached hereto.

Sincerely,

Sadie S. Dispain
Sadie S. Dispain

S



*John Dupin
9/26/98*

53388 SF.
3487 S.F.

GENERAL NOT
ZONED RE
CITY OF
WASTE D
WATER B
SETBACK

*Close
Dupin Road
at this point*

*Dedicated
and improved
right of
way*



CITY OF SUGAR HILL

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

December 1, 1994

Certified Mail # P 882 252 278
Return Receipt Requested

Thomas Partee, Jr.
Executor for the Estate of
Charles L. Lee
1950 Lauren Court
Marietta, Ga. 30063-2958

Dear Mr. Partee,

I am writing on behalf of the City of Sugar Hill to provide you with notice that the Mayor and Council of the City of Sugar Hill will consider a proposal for the closing and abandonment of a portion of Dispain Road and Millard Duncan Road at its regularly scheduled meeting in December. This meeting will take place in the Sugar Hill Community Center on December 12, 1994 at 7:30 p.m. This is a public meeting and you are invited to attend.

If you desire to review plans regarding the specific portion of Dispain Road and/or Millard Duncan Road under consideration for closing and abandonment, or if you have additional questions regarding this matter, you may contact me at 945-6716. If you wish to review details and drawings of the proposal submitted to the City of Sugar Hill please come by my office at 4988 West Broad Street. If you desire to address the Mayor and Council in connection with this matter, you should make plans to attend the aforementioned meeting.

Sincerely,

Ken Crowe
Director: Utilities & Development

**BRADEN
&
ASSOCIATES**

REAL ESTATE

One Meca Way, Norcross, GA 30093
(404) 564-5644 • FAX (404) 564-5528

September 22, 1993

Thomas Partee, Jr.
Executor for the Estate of
Charles L. Lee
1950 Lauren Ct.
Marietta, GA 30063-2958

James B. Braden
One Meca Way
Norcross, GA 30093

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I understand that for your intended use this property must be annexed into the City of Sugar Hill. I do not object to this annexation.

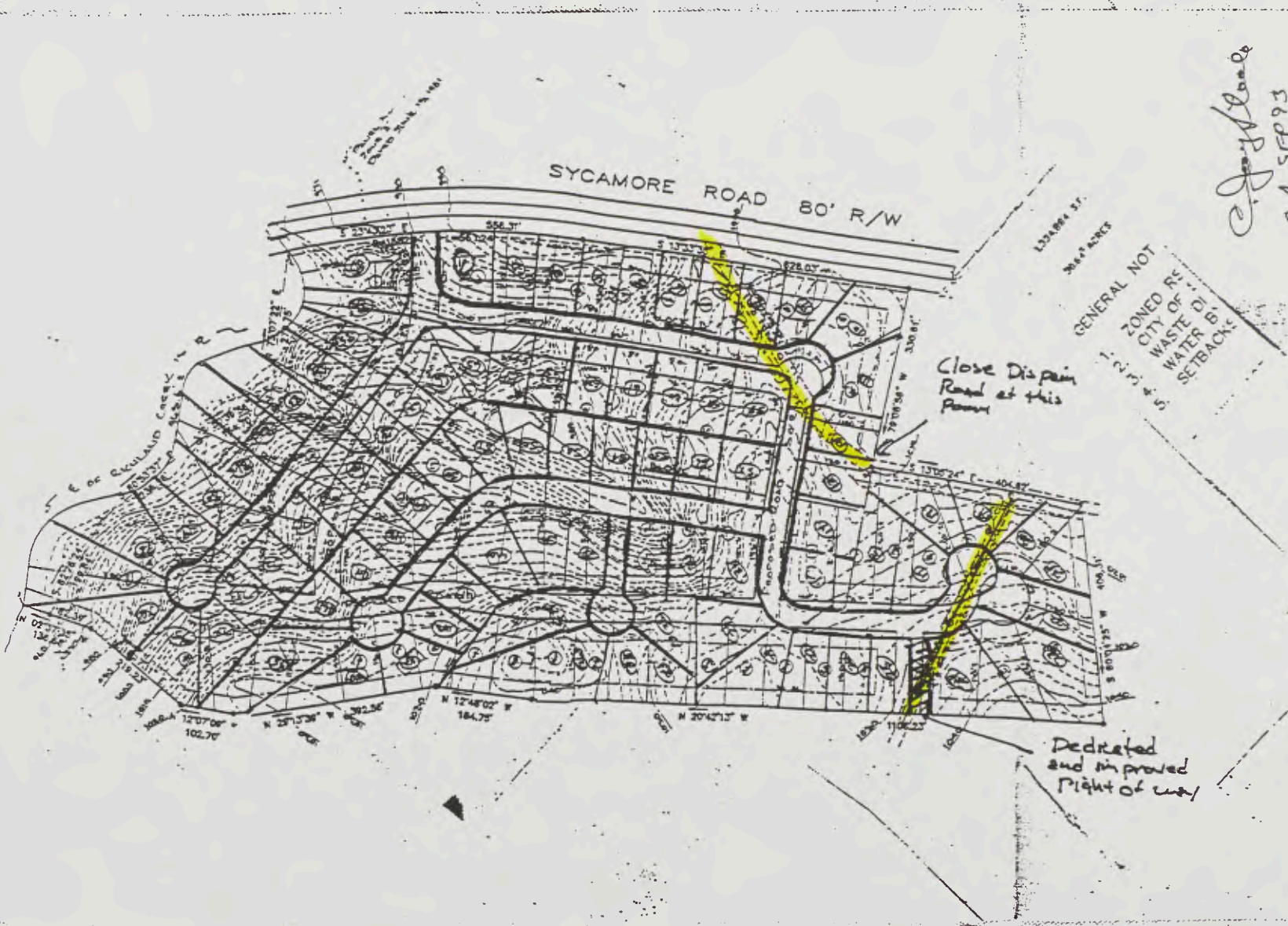
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Sincerely,

Thomas Partee Jr.

Thomas Partee, Jr.



Close Dispair
Road at this
Point

Dedicated
and improved
Right of way

GENERAL NOT
ZONED RE
CITY OF
WATER DIV
SETBACKS

J. J. [Signature]
24 SEP 93



CITY OF SUGAR HILL

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

December 1, 1994

Certified Mail # P 882 252 277
Return Receipt Requested

Jay C. Steele
P.O. Box 277
Roswell, Ga. 30077-0277

Dear Mr. Steele,

I am writing on behalf of the City of Sugar Hill to provide you with notice that the Mayor and Council of the City of Sugar Hill will consider a proposal for the closing and abandonment of a portion of Dispain Road and Millard Duncan Road at its regularly scheduled meeting in December. This meeting will take place in the Sugar Hill Community Center on December 12, 1994 at 7:30 p.m. This is a public meeting and you are invited to attend.

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Sincerely,

A handwritten signature in cursive script that reads "Ken Crowe".

Ken Crowe
Director: Utilities & Development

**BRADEN
&
ASSOCIATES**

REAL ESTATE

One Meca Way, Norcross, GA 30093
(404) 564-5644 • FAX (404) 564-5528

September 22, 1993

Jay C. Steele
P.O. Box 277
Roswell, GA 30077-0277

James B. Braden
One Meca Way
Norcross, GA 30093

Dear Mr. Braden:

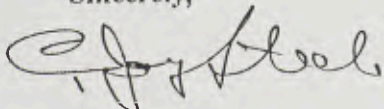
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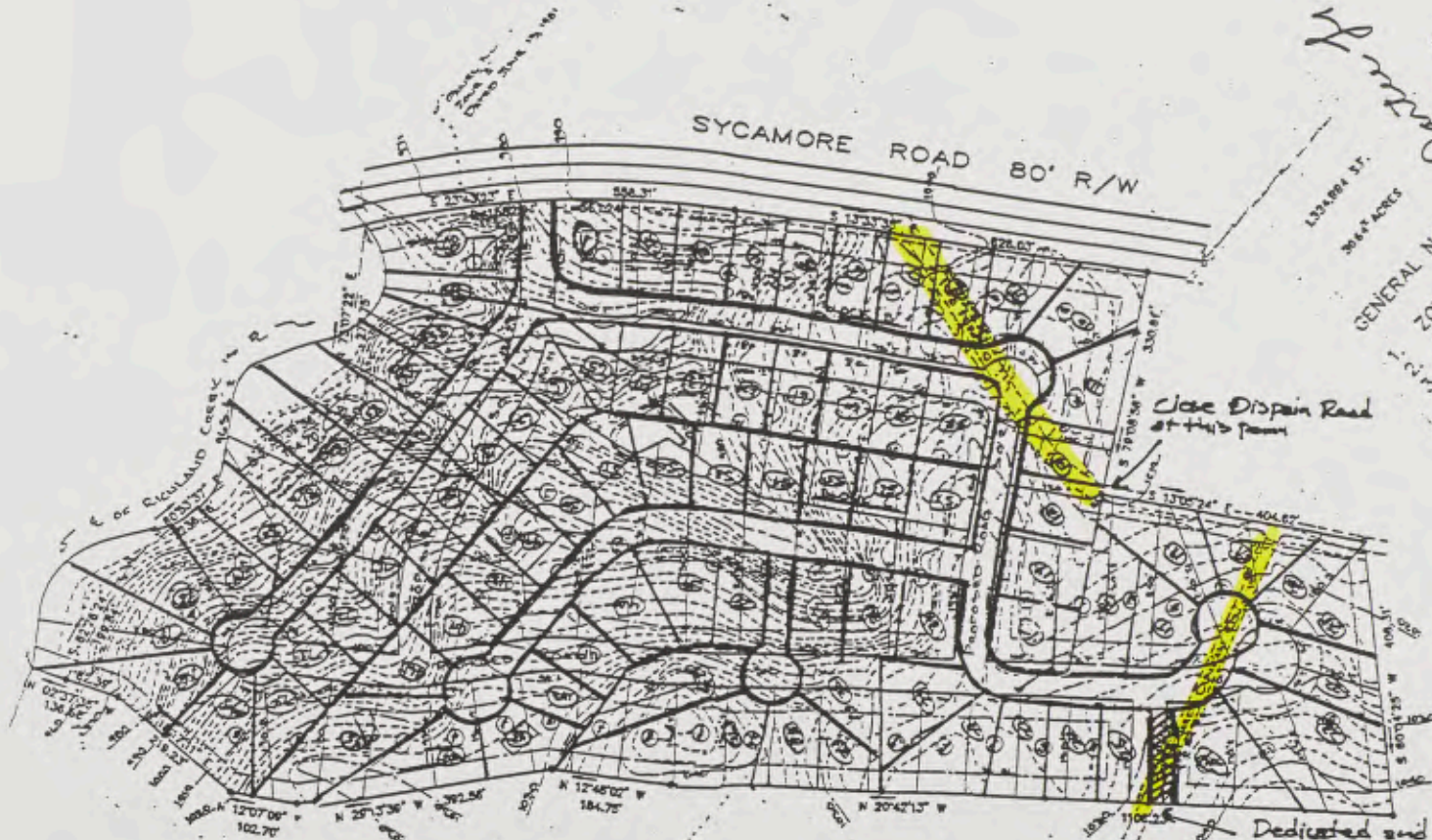
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Sincerely,



Jay C. Steele



9-22-93
 Thomas Parrott
 133,888 SF.
 3.062 ACRES
 GENERAL NOT
 ZONED RE-
 CITY OF
 WASTE DI
 WATER B
 SETBACKS
 1:2000

Dedicated and improved right of way