

WORK SESSION
MONDAY, JANUARY 7, 1991
5:30 P.M.

A G E N D A

A) Update on Golf Course

FEB.

WORK SESSION
MONDAY, JANUARY 7, 1991
5:30 P.M.

MINUTES

In attendance: Mayor George Haggard, Council Members Bobbie Queen, Roger Everett, Dave Hawthorne and Thomas Morris, City Manager Kathy Williamson, Director of Golf Bob Boltz and Clubhouse Manager Wade Queen.

Work session called to order at 5:35 p.m.

Update on Golf Course Project

Irrigation - Mr. Boltz states that Nebraska Sprinkler Company has been notified that they have been awarded the bid for installing the irrigation system at the golf course. They are Federal Expressing their bonding papers to the City Engineer and he should receive them tomorrow. Mr. Boltz states that the company expects to start construction on January 21 instead of January 15. They will then have 120 days to complete the construction. Council Member Morris asks Mr. Boltz which heads Nebraska Sprinkler Company will be using. Mr. Boltz states that he can use either Rainbird or Toro. Council Member Morris asks if the Council needs to make a decision on which heads to use. Mr. Boltz states that yes, it is up to the discretion of the Mayor and Council. Council Member Hawthorne states that the Council cannot vote on this matter during this work session. Discussion is held on the matter. There is a general consensus to accept the recommendation of Mr. Boltz and utilize Toro equipment. Mr. Hawthorne asks Mr. Boltz to clarify with Nebraska Sprinkler Company which specific head type he desires.

Ponds - Mr. Boltz states that nothing has been done to the ponds due to the weather and the continuing disagreement with Ayers and Buroff. Tom Corbin is writing a letter to Mr. Buroff to expedite the decision.

Clubhouse - Mr. Boltz reports that the grading for the clubhouse is 90% complete. The stone work to stabilize the erosion on the drive to the clubhouse is complete. There is still some drain work to be done. Mr. Queen asks if they will have to obtain a building permit for the clubhouse. Mrs. Williamson states that he will have to obtain one from the City, however, there will be no charge for it. Mr. Queen states that he has received a bid for the clubhouse construction which had \$2,000 budgeted for permits and he is trying to cut some costs. Mr. Queen states that if the gazebos are removed from each end of the clubhouse, there will be a savings of \$18,000 and if brick is utilized other than stucco, there will be a savings of \$12,000. Mr. Queen states that he estimates we could save approximately \$5,000 as well by utilizing carpet instead of tile inside the clubhouse.

Maintenance Building - Mr. Boltz states that he is questioning whether or not there is enough room at the proposed location for the maintenance building and if there will be enough room to expand the maintenance building if it is constructed at the proposed site. Mr. Boltz states that Keck

✓IRRIGATION

✓PONDS

✓CLUBHOUSE

✓MAINTENANCE BUILDING

✓FENCING

✓DRAINAGE

✓BUILDING (CART)

✓EROSION

✓WATER

✓DOOR EMBLEMS

✓RAINSUITS

FEB.

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& Wood is now reviewing leaving the maintenance building where the temporary one is now because it will save the City alot of money. Council Member Morris states that the maintenance building will be considered an eye sore if it is at the entrance of the golf course. Mr. Boltz states that it will not be if it is kept orderly and he assures the Council that it will be kept neat. Mr. Boltz states that an attractive fence can also be installed to hide the building.

Fencing - Mr. Boltz states that he is currently obtaining estimates to have a security fence installed on the back of the golf course property by the old road.

Drainage - Mr. Boltz states that there are alot of areas that need drains and he will be requesting funds in the near future for a drainage system. Council Member Hawthorne states that the City Engineers need to sit in on the meeting to design this system.

Cart Building - Mr. Boltz states that this project is a part of the clubhouse construction, however, no official plans have ever been drawn up. Mr. Boltz plans to meet with Willard Byrd to draft these plans.

Erosion - Mr. Boltz states that there is alot of silt repair to be done as soon as the weather permits it.

Water - Mr. Boltz reports that Mr. Stanley has stated that the ponds will hold 30,000,000 gallons of water. Mr. Boltz is still concerned about having enough water to utilize when sprigging begins. He is continuing to investigate the alternatives of county water, storm water and wells. Council Member Queen suggests Mr. Boltz contact EPD concerning utilizing more than 100,000 gallons of water from the Richland Creek.

Door Emblems - Mr. Boltz states that he thought the idea for logos for the golf course equipment would be something similar to what is on their business cards and stationary. Mr. Boltz is requesting the Council consider this and he will get estimates on the cost of having these emblems printed and will present them to the Council at their regular meeting. Mrs. Williamson states that you have to buy a large quantity of them in order to get a descent price on the emblems. Mr. Boltz will get with Mrs. Williamson to obtain information and pricing from the same company the City utilized.

Rainsuits - Mr. Boltz states that his employees need rainsuits desperately and he will obtain bids and present them to the Council at their regular meeting.

Boardmember Appointments

Mayor Haggard states that Keith Pugh and Steve Price have agreed to continue serving on the Planning & Zoning Board and Celia Southerland, Jody Banks and Jerry Gober have all agreed to serve on the Recreation Board and will all be present to be sworn in at the regular meeting of the Council. Mayor Haggard states that this leaves two positions open on the Appeals

WORK SESSION
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Board, Simon Johnson and Celia Southerland. Mayor Haggard states that any recommendations for appointments need to be communicated to him. There is a general consensus among the Council to have the Mayor contact Simon Johnson and ask him to serve another term and for Council Member Queen to contact Bobby Fowler and ask him to serve on the Appeals Board.

Work session adjourned at 6:15 p.m.

Judy Foster



MAYOR & COUNCIL MEETING
MONDAY, JANUARY 14, 1991
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, January 11, 1991.

In attendance: Mayor George Haggard, Council Members Bobbie Queen, Reuben Davis, Roger Everett, Dave Hawthorne and Thomas Morris, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards, City Engineer Jim Stanley and City Clerk Judy Foster.

Meeting called to order at 7:45 p.m. by Mayor Haggard.

Mayor Haggard asks for a moment of silence and asks that the members of the audience remember the troops in Saudia Arabia. Pledge to the flag led by Council Member Hawthorne.

Minutes

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

Oaths

Mayor Haggard swears in Council Member Thomas Morris for a three year term. Steve Price and Keith Pugh are sworn in to serve on the Planning & Zoning Board for 3 years. Melinda Petruzzi and Evelyn Ross are sworn in to serve on the Planning & Zoning Board of Appeals for 3 years. Jody Banks, Celia Southerland and Jerry Gober are sworn in to serve on the Recreation Board for 5 years.

Elect Mayor Pro-Tem

Council Member Davis nominates Council Member Hawthorne to serve as Mayor Pro-Tem for 1991. There are no other nominations. Council Member Davis moves to elect Council Member Hawthorne to serve as Mayor Pro-Tem for 1991. Second to the motion by Council Member Queen. Vote unanimous.

Mayor Haggard thanks Council Member Queen for serving as Mayor Pro-Tem during 1990. Council Member Queen states that she enjoyed it. Council Member Hawthorne thanks the Council for their confidence in him.

Appoint Liaisons to Boards

Mayor Haggard appoints Council Members Queen and Davis to serve as liaisons to the Council for the Recreation Board. Council Members Morris and Everett are appointed to serve as liaisons to the Council for the Planning & Zoning Board and the Board of Appeals. Council Member Hawthorne is appointed to serve as liaison to the Council for Budget & Finance and Council Members Davis and Morris were appointed to serve as liaisons to the Council for Personnel matters.

Planning & Zoning Board

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

Appeals Board

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

Recreation Board

Council Member Queen reports that the Recreation Board is planning to begin Winter Leagues for softball on February 7, 1991 and they will continue to have leagues until Christmas of this year.

Budget & Finance

Council Member Hawthorne reports that the figures he has are unaudited figures and the CPA is working on the audit for 1990 and should have it completed by March. The income exceeded the expenses by \$1,872.82, almost a break even. Mr. Hawthorne states that during the past year, the City funded the Golf Course Project with approximately \$585,000. Mr. Hawthorne feels that the City did a credible job with the finances considering that the building and utility taps slowed down during the year, we had alot of warm weather and did not sell much gas, water rates were reduced causing a loss of revenue, tipping fees from the landfill slowed, and garbage rates for residents living in multi-family dwellings were decreased, also causing a loss of revenue.

Vehicular Food Vendors Ordinance

City Manager Kathy Williamson states that the City Attorney would like to have a work session with the Council concerning this matter. Council Member Hawthorne moves to table this matter. Second to the motion by Council Member Morris. Vote unanimous.

Appointment to Sanitary Landfill Committee

Mayor Haggard appoints Council Members Hawthorne, Morris and Everett to serve on the Sanitary Landfill Committee.

Lease Agreement Renewal - Leshia Gearin

City Clerk Judy Foster states that this lease agreement expired as of December 31, 1990 and the Council needs to decide whether or not to renew this lease. City Manager Kathy Williamson states that the tenants are currently paying \$250.00 per month for the lease and they have never been late with their payments. Council Member Hawthorne asks how long this rate has been in effect. Mrs. Foster states that this lease originated in February of 1989. Council Member Hawthorne moves to extend the lease for 1 more year. Second to the motion by Council Member Queen. Vote unanimous.

State of the City Report

City Manager Kathy Williamson gives a report of all the accomplishments the City has made during 1990. The sign ordinance was resolved which allows generic blue signs for the sale of homes by realtors, the Betterment Committee was established to conduct a survey, the golf course was annexed into the City, the Director of Golf, Bob Boltz was hired, business license

**MAYOR & COUNCIL MEETING
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fees were reviewed and amended, the Transco Southern Expansion was completed to give the City 1,000 more mcf's of gas allocation, the traffic signal was installed at the intersection of P.I.B. and Alton Tucker Blvd., the underground utility street light ordinance was adopted, the Director of Finance, Sandy Richards, was hired, Government Day with the N.G.H.S. students was the most successful one yet, the City joined the GMA Pooled Leasing Program, 223.9 acres were annexed into the City including the golf course, there were only 2 rezonings in 1990, there were approximately 200 new homes occupied in 1990, there were 2 medical buildings and 1 commercial business park built in the City, the county paved the lower access road and parking area at the park, the gate for the lower entrance at the park was provided by City employee Ralph Terry, a new playground and pavilion was added at the park, and the Community Center floor and bathroom was remodeled due to a grant of \$12,500 awarded to us by the Community Development Block Grant.

Letter from Resident Phil Hamilton

Mayor Haggard states that the City has received a letter of thanks from resident Phil Hamilton for the Council's efforts with the street lights in the City.

Report on Vandalism at the Park

City Manager Kathy Williamson reports that the City's tractor and bush hog was stolen from the park maintenance barn, the basketball backboards were stolen, the tennis nets were destroyed and found in the woods, almost every light in the park has been shot out and has had to be replaced, the bathrooms at the concession stand and the new pavilion have both been vandalized, picnic tables have been damaged and beer and coke bottles have been broken in the playgrounds and the prisoners have had to sift through the sand to try to get all the glass out. Mrs. Williamson feels that this problem goes beyond the Recreation Board because City employees are having to correct alot of these mishaps. Mrs. Williamson states that the police have been notified but they cannot possibly cruise the park at all times and she has not received any support from the surrounding property owners if they have heard or seen any of these disturbances. Mrs. Williamson is requesting the Council give her some ideas on how to correct this problem. Council Member Queen states that more lights are needed at the park and that the Recreation Board has considered motion detectors. Discussion is held on this matter. Resident Barbara Hoover states that she lives in Parkview North Subdivision which is adjacent to the park and she states that it is difficult to hear any commotion going on at the park because of the trees between her house and the park. However, Ms. Hoover assures the Mayor and Council that if she ever sees or hears anything she will most definitely report it. Council Member Hawthorne asks the City Manager to bring this matter up at the work session along with the Vehicular Food Vendors.

Request to Purchase Ford Tractor & Bush Hog

City Manager Kathy Williamson states that she has received 3 price quotes for a Ford tractor, model #3930, and bush hog to replace the one stolen

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at the park. Refer to quotes. The low bid was from Gene & Matt Ford Tractor Sales Inc. for \$12,264.05 plus \$1,850 for the bush hog. This price includes the government discount. Mrs. Williamson states that we actually need two tractors because besides the tractor needed to replace the one stolen at the park, she has also requested a tractor in the capital improvements budget to be used in the street department. Discussion was held on this matter. Council Member Queen states that the City will be reimbursed for this purchase by the insurance company once the claim has been settled. Mayor Haggard states that he feels the City needs to purchase some type of vacuum system to clean the leaves out of the ditches to help with drainage problems. He also thinks the City needs to purchase a chipper. Council Member Hawthorne asks if we can pay off the money from the Pooled Leasing Program before 5 years. Director of Finance Sandy Richards states that yes, we can do that. Council Member Hawthorne moves to authorize the City Manager to purchase one tractor and bush hog from Gene & Matt Ford Tractor Sales Inc. in the amount of \$14,114.05 and this money will come out of the surplus from the Pooled Leasing Program. Second to the motion by Council Member Morris. Vote unanimous.

Mrs. Williamson states that she will have price quotes for a leaf catcher and chipper at the next Council Meeting.

Request to Purchase Tires for Vehicle #205

City Manager Kathy Williamson states that the 1986 3/4 ton Ford utility truck needs to have new tires and be aligned. Council Member Hawthorne asks if Mrs. Williamson obtained any more quotes. Mrs. Williamson states that this was the lowest quote of those she obtained. The low bid for the tires was received from H & S Tire Company in Suwanee for \$355.84 and the low bid for the alignment was from Sudderth's Alignments for \$75.00. Council Member Hawthorne moves to authorize the funds to purchase the new tires and alignment for Vehicle #205. Second to the motion by Council Member Queen. Vote unanimous.

Request for Exhaust System for Prison Bus

City Manager Kathy Williamson states that the officials from the prison inspected the prison bus and they are requiring us to put a new exhaust system on it since the one in it is rusted out. The low quote obtained for this replacement is from Gwinco Muffler for \$445.00. Council Member Hawthorne moves to authorize the funds to replace the exhaust system on the prison bus. Second to the motion by Council Member Queen. Vote unanimous.

Request for Signs in Gas Department

City Manager Kathy Williamson states that the Public Service Commission is requiring the City put up identification signs at gas lines located at major intersections. The cost of these signs and posts will be \$465.00. Council Member Hawthorne moves to authorize the funds to purchase these signs from GCI. Second to the motion by Council Member Morris. Vote unanimous.

Request for the Removal & Trimming of Trees

City Manager Kathy Williamson is requesting \$250.00 to have 2 trees cut down and 2 trees trimmed that are in the right of way and causing problems with sight distance. This quote was given by Safe-Way Tree Service. Council Member Hawthorne asks if this company is insured and bonded. Mrs. Williamson states that he is insured and she will have to check on whether or not he is bonded. Council Member Queen moves to authorize the funds to have these trees removed and trimmed. Second to the motion by Council Member Hawthorne. Vote unanimous.

Council Member Hawthorne states that he hopes this does not set a precedent for residents to call the City to have trees cut down or trimmed just because they are in the right of way. Mrs. Williamson states that the only reason these trees are being trimmed or removed is because of possible damage to lift stations or because of possible vehicular accidents.

Director of Golf's Report

Director of Golf Bob Boltz states that he has nothing to report at this time.

Irrigation Installation Bids

Council Member Morris reads a resolution to ratify his actions to accept the bid from Nebraska Sprinkler Company in the amount of \$638,963.00. Refer to resolution. Council Member Hawthorne moves to adopt the resolution. Second to the motion by Council Member Morris. Vote unanimous.

Request for Miscellaneous Office Supplies

Council Member Hawthorne moves to authorize \$402.18 to purchase the office supplies requested. Second to the motion by Council Member Queen. Vote unanimous.

Maintenance Agreement for Syscon System

City Clerk Judy Foster states that the maintenance agreement for the Syscon System, which is the hand held meter reading devices, expired January 1, 1991. The cost to renew the maintenance agreement is \$1505.00 and Mrs. Foster is recommending the Council authorize the funds to continue this agreement due to the excessive costs of repair without the agreement and due to the number of times we have had to have repair work done on the devices in the past. Council Member Hawthorne moves to authorize the funds to continue this maintenance agreement on the Syscon System. Second to the motion by Council Member Queen. Vote unanimous.

Council Reports

Council Member Queen states that East Broad Street is being cleaned up as she requested.

Mayor Haggard welcomes newly elected Council Member Roger Everett.

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Citizens Comments

Resident Barbara Hoover states that she would like to thank Mrs. Joan Hawthorne for all her hard work and long hours contributed to the Clean & Beautiful Committee and she feels she should be commended. The Mayor and Council agree with Ms. Hoover. Council Member Queen states that she has worked with Mrs. Hawthorne for more than 8 years and she certainly is appreciated. Joan Hawthorne states that there are other people who served on the Clean & Beautiful Committee who should be commended as well.

Recess

Council Member Hawthorne moves to recess into a closed personnel meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 8:58 p.m.

Meeting reconvened at 10:10 p.m.

Adjournment

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

Council Meeting adjourned at 10:10 p.m.

Judy G. Foster

OATH OF OFFICE
CITY OF SUGAR HILL

"I, Thomas Morris, Sr., do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Office of Council Member during my continuance therein, so help me God."

Thomas Morris Sr.
Council Member Thomas Morris, Sr.

George Haggard
George Haggard, Mayor

1/14/91
Date



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Steve Price, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Planning & Zoning Board during my continuance therein, so help me God."

Steve Price

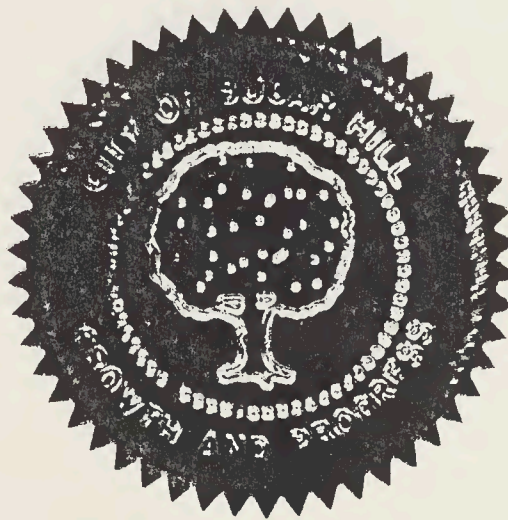
Steve Price

George Haggard

George Haggard, Mayor

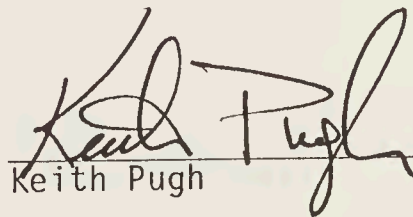
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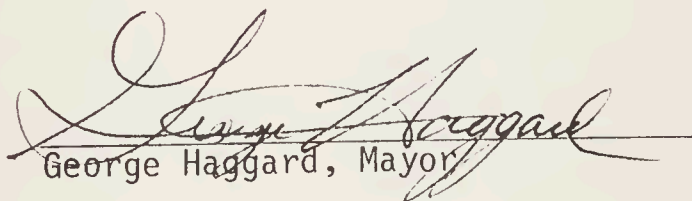
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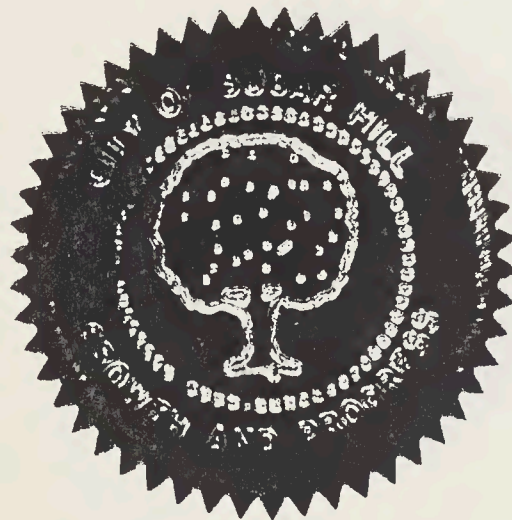
OATH OF OFFICE
CITY OF SUGAR HILL

"I, Keith Pugh, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Planning & Zoning Board during my continuance therein, so help me God."


Keith Pugh


George Haggard, Mayor

Date 1/14/91



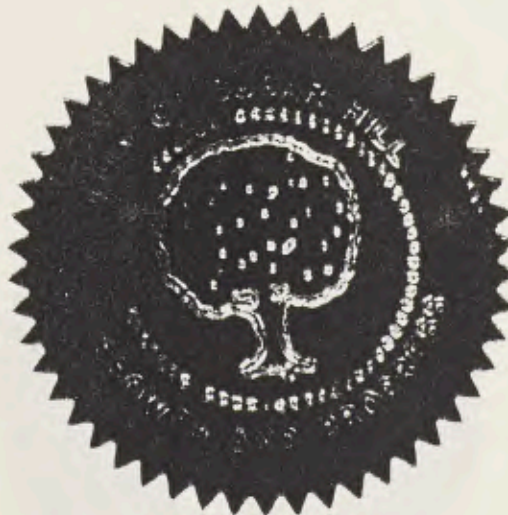
OATH OF OFFICE
CITY OF SUGAR HILL

"I, Melinda Petruzzi, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Planning & Zoning Board of Appeals during my continuance therein, so help me God."

Melinda V. Petruzzi
Melinda Petruzzi


George Haggard
George Haggard, Mayor

Date 1/14/91



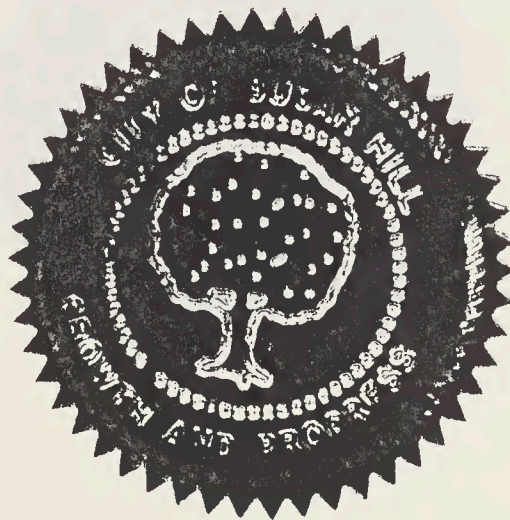
OATH OF OFFICE
CITY OF SUGAR HILL

"I, Evelyn Ross, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Planning & Zoning Board of Appeals during my continuance therein, so help me God."


Evelyn Ross


George Haggard, Mayor

11/19/91
Date



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Jody Banks, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Recreation Board during my continuance therein, so help me God."

Jody Banks

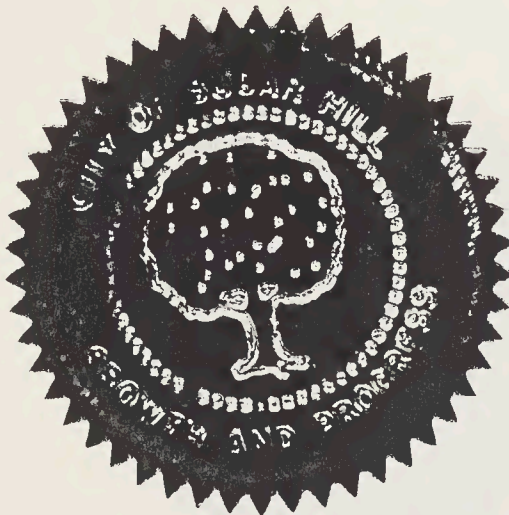
Jody Banks

George Haggard

George Haggard, Mayor

1/14/91

Date



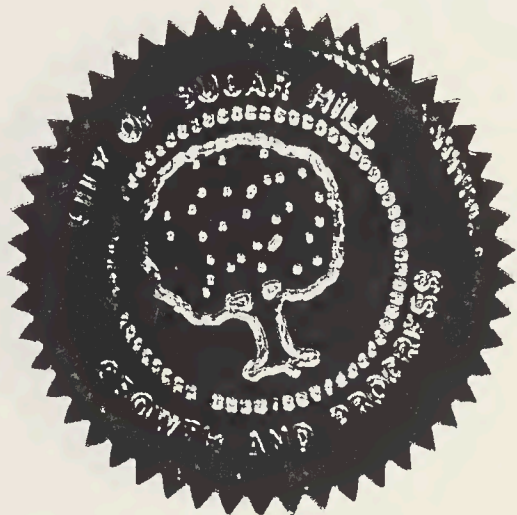
OATH OF OFFICE
CITY OF SUGAR HILL

"I, Celia Southerland, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Recreation Board during my continuance therein, so help me God."

Celia Southerland
Celia Southerland

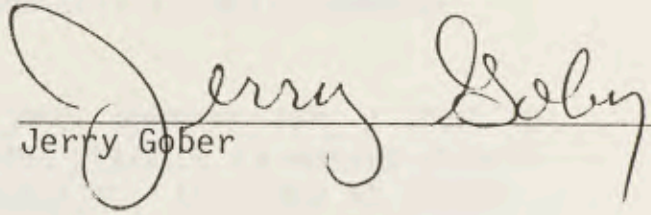
George Haggard
George Haggard, Mayor

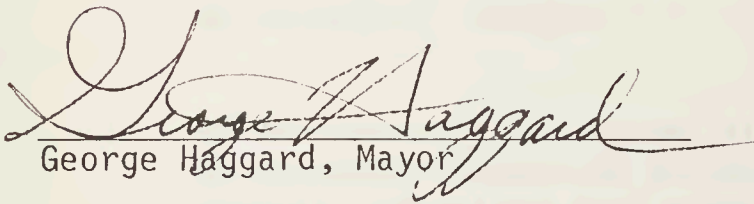
Date 1-14-91



OATH OF OFFICE
CITY OF SUGAR HILL

"I, Jerry Gober, do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution of the State of Georgia, and the Charter and Ordinances of the City of Sugar Hill; and that I will, to the best of my ability, faithfully perform the duties of the Recreation Board during my continuance therein, so help me God."


Jerry Gober


George Haggard, Mayor

1-14-91
Date



01/03/91

MAYOR GEORGE HAGGARD,
KATHY WILLIAMSON,
& CITY COUNCIL MEMBERS
CITY OF SUGAR HILL
4988 WEST BROAD STREET
SUGAR HILL, GA 30518

DEAR MAYOR, MRS. WILLIAMSON AND CITY COUNCIL MEMBERS,

AS A HOMEOWNER OF MILL CREEK TRACE SUBDIVISION, I WANT TO EXPRESS MY APPRECIATION FOR YOUR EFFORTS IN MAKING STREET LIGHTS IN OUR SUBDIVISION A REALITY. IT GIVES ME GREAT PLEASURE TO REPORT THEY WERE INSTALLED AND FULLY OPERATIONAL ON WEDNESDAY, JANUARY 2.

WE ARE FORTUNATE IN SUGAR HILL TO HAVE AN OUTSTANDING CITY GOVERNMENT; CAPABLE OF SEEING AREAS OF NEED AND DEVELOPING CREATIVE SOLUTIONS THAT BENEFIT US ALL. I AM VERY HAPPY TO PAY THE NOMINAL MONTHLY FEE, FOR THE ADDITIONAL SECURITY AND PROTECTION THE STREET LIGHTS PROVIDE MY FAMILY.

AGAIN, PLEASE ACCEPT MY SINCERE THANKS AND APPRECIATION.

Phil Hamilton

PHIL HAMILTON

Gene & Matt Ford Tractor Sales Inc.

Highway 29
P.O. Box 220

Telephone 867-3179
Home 534-3822

WINDER, GEORGIA 30680


January 9, 1991

City of Sugar Hill
4988 West Broad St.
Sugar Hill, GA 30518

Our bid price for one 3930 is as follows:

\$13,953.00	
- 2,092.95	Bid Concession
+ 200.00	Pre delivery cost
<u>\$12,060.05</u>	Total
+ 138.00	for 16.9 X 24 6-Ply rear tires
+ 66.00	for 7.50 X 16 8-Ply front tires
<u>\$12,264.05</u>	Total

Our bid price for one 306 Heavy Duty Bush Hog
Cutter is \$1,850.00.


Gene England, President



NEW HOLLAND



PRICE QUOTES FOR TRACTOR

Ashley Ford

Model #3930 - \$13,500

Bush Hog with Accessories - \$2,000

Cobb County Tractor

Model #3930 - \$13,000

Hardy Brand Bush Hog without Accessories - \$1,600

QUOTE FOR NEW TIRES & ALIGNMENT FOR VEHICLE #205

Quote received from H & S Tire Company:

Front tire size is LT215/85R16 (General Tire)
\$169.84

This price includes tires, mounting and spin
balance.

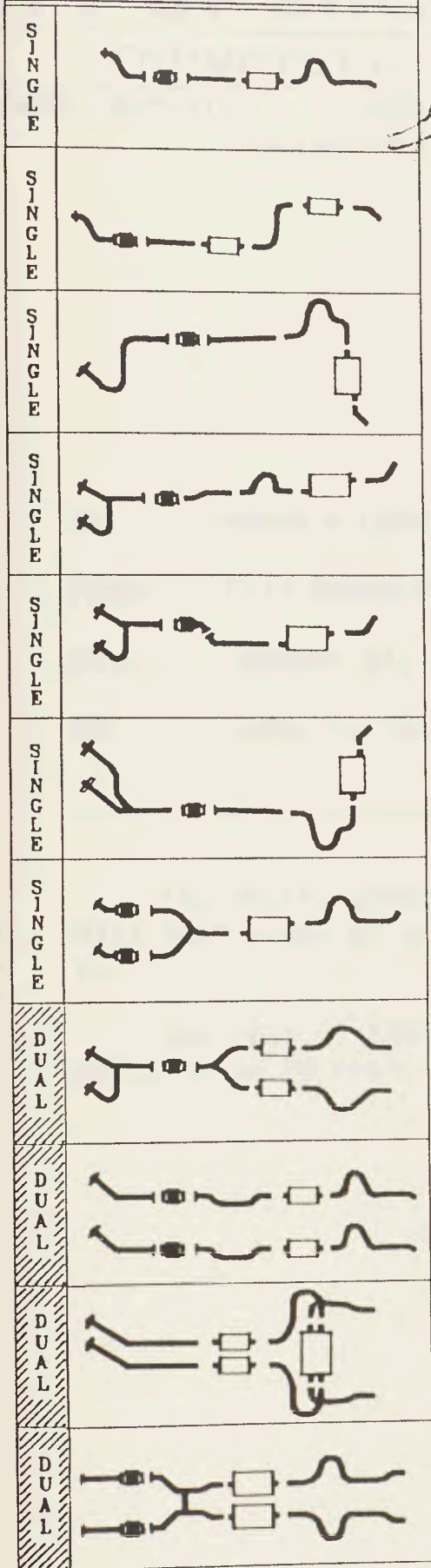
Cost for 2 back tires is \$186.00.

Quote received from Sudderth's Alignments:

Front-end alignment cost is \$75.00.

Front tires.....	\$169.84
Alignment.....	\$ 75.00
Subtotal.....	<u>\$244.84</u>
Two back tires.....	\$186.00
GRAND TOTAL.....	<u>\$430.84</u>

BASIC TYPES OF EXHAUST SYSTEMS



ESTIMATE OF REPAIRS

#207
Prison Bus

DATE 1-7-91

CUSTOMER'S NAME City of Susan Hill

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE: (HOME) _____ (WORK) _____

MAKE Prison MODEL P. Bus YEAR _____

QTY.	PART NO.	DESCRIPTION	PRICE
1		EXHAUST PIPE	2000
		EXHAUST PIPE	
2		CONVERTERS	28000
1		MUFFLER	4000
1		MUFFLER	
1		Crossover	7500
		RESONATOR	
1		TAIL PIPE	3000
		TAIL PIPE	
		CLAMPS	
		HANGERS	
		GASKETS	
		MAC PHERSON STRUT	
		SHOCK ABSORBERS (FRONT)	
		SHOCK ABSORBERS (REAR)	
		GAS CHARGED SHOCKS	
ESTIMATED BY:		SUB TOTAL	
<u>Joe Byers</u>		TAX	
INSTALLED BY:		SERVICE CHARGE	
		LABOR	
		TOTAL	\$ 445 00

COMMENTS:

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: JANUARY 14, 1991
RE: SIGNS FOR GAS DEPARTMENT

The Public Service Commission is requiring the City to place "Sugar Hill Gas" signs at all intersections to identify who the gas lines belong to.

The cost of these signs will be \$4.50 each for 50 signs, plus 50 posts at \$4.80 each, for a total cost of \$465.00.

Safe-Way Tree Service

Proposal for removing 2 trees
and trimming up of 2 trees.

- 1- Old Sunnace Rd - Removing 1 tree
- 2- Appling Rd. - Removing 1 tree
and trimming of 2 trees

Total price = 250.00

Ricky Barnes
Safe-Way Tree Serv.

Safe-Way Tree Service

Safe and Efficient

"Removal of Dangerous Trees"

Stump Grinding

Ricky Barnes

287-0015

Phillip Garner

534-2558

RESOLUTION

WHEREAS, on December 17, 1990 the Mayor and Council authorized Council Member Morris to execute a Notice of Award to the qualified low bidder for the Golf Course Irrigation System; and

WHEREAS, on December 21, 1990, Council Member Morris executed a Notice of Award to the low bidder, J. B. T. Marketing, Ltd., d/b/a Nebraska Sprinkler Company based on a bid price of Six Hundred Thirty-Eight Thousand Nine Hundred Sixty-Three Dollars (\$638,963.00); and

WHEREAS, this bid was awarded on the recommendation of the City Engineer following a review of bids by the City Engineer; and

WHEREAS, said bid was a lump sum bid and does not specify a particular brand of equipment to be used;

IT IS HEREBY RESOLVED that the Notice of Award of Bid provided by Council Member Morris to J.B.T. Marketing, Ltd., d/b/a Nebraska Sprinkler Company is hereby ratified, and the City Manager, Kathy Williamson, is hereby authorized to execute the necessary documents on behalf of the City to enter into a contract with J.B.T. Marketing, Ltd., d/b/a Nebraska Sprinkler Company based on the low bid of Six Hundred Thirty-Eight Thousand Nine Hundred Sixty-Three Dollars (\$638,963.00.)

IT IS FURTHER RESOLVED that the choice of equipment to be used in connection with this project is a decision to be made solely by the contractor, J.B.T. Marketing, Ltd., d/b/a Nebraska Sprinkler Company, and that the Mayor and Council of the City of Sugar Hill express no preference as to the type of equipment to be used on this project so long as said equipment meets all specifications and requirements of the bid and contract documents.

IT IS SO RESOLVED this 14th day of January, 1991.

George Haggard
Mayor

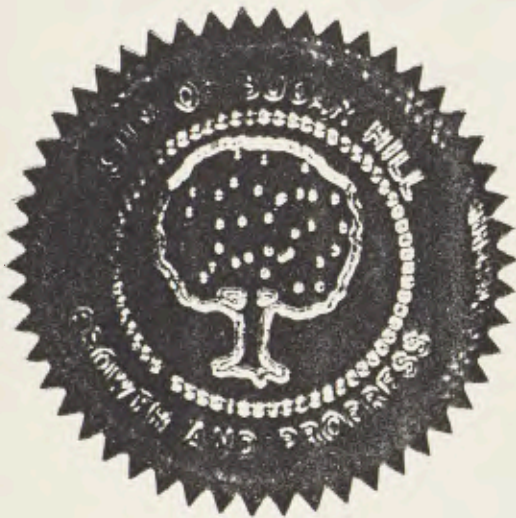
David L. Howell
Council Member

Roger Smith
Council Member

Bobbie Luey
Council Member

Thomas Morris
Council Member

Robert S. [unclear]
Council Member



ATTEST:

Audrey K. Steel
City Clerk

REQUEST FOR MISCELLANEOUS OFFICE SUPPLIES

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
3 Boxes	Window Envelopes	\$50.64	\$151.92
2 Boxes	Night Deposit Envelopes	\$46.18	\$ 92.36
10 Books	Duplicate Message Pads	\$ 5.15	\$ 51.50
4	Minidata Computer Back-up Tapes	\$26.60	\$106.40
		GRAND TOTAL	\$402.18



3990 SHERMAN STREET
 SAN DIEGO, CA 92110
 (619) 296-0085

INVOICE TO :

City of Sugar Hill
 4988 West Broad St.
 Sugar Hill, GA 30518
 Attn: Accounts Payable

INVOICE No 12198

INVOICE DATE:

Jan 2, 1991

SHIP TO :

N/A

REMIT TO:

Adrene Blackwell - Accounting
 SYSCON CORPORATION
 1000 Thomas Jefferson St, NW
 Washington, DC 20007

CUST. NO. 7-07927-742-000

CUSTOMER ORDER NUMBER See Below	SHIPPED VIA N/A	SHIP DATE N/A	TERMS Net 30
------------------------------------	--------------------	------------------	-----------------

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1		Agreements Effective 1/ 1/90 Annual VersaTerm & ChargerLink Maintenance Charge - 1/ 1/91 through 12/31/91		1,005.00
2		Annual RouteManager Maintenance Charge - 1/ 1/91 through 12/31/91		500.00

PLEASE SEND INVOICE COPY AND REMIT THIS AMOUNT

1,505.00

White - Original Invoice
Customer Copy

Blue - Remittance
Copy

Green - Order File
Copy

Yellow - Accounting
DC Copy

Goldenrod - Packing
List Copy

10/89-01

MAYOR & COUNCIL MEETING
MONDAY, JANUARY 14, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.
Swear in Council Member Thomas Morris
Appoint New Boardmembers
Swear in New Boardmembers
Elect Mayor Pro Tem
Appoint Liaisons to Boards

Committee Reports

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

Old Business

- A) Vehicular Food Vendors Ordinance

New Business

- A) Appointment to Sanitary Landfill Committee
- B) Lease Agreement Renewal - Leshia Gearin

City Manager's Report

- A) State of the City Report for 1990
- B) Letter from Resident Phil Hamilton
- C) Report on Vandalism at Park
- D) Request to Purchase Ford Tractor & Bush Hog
- E) Request to Purchase Tires for Vehicle #205
- F) Request for Exhaust System for Prison Bus
- G) Request for Signs in Gas Department
- H) Request for the Removal & Trimming of Trees

Director of Golf's Report

- A) Irrigation Bids - Council Member Thomas Morris

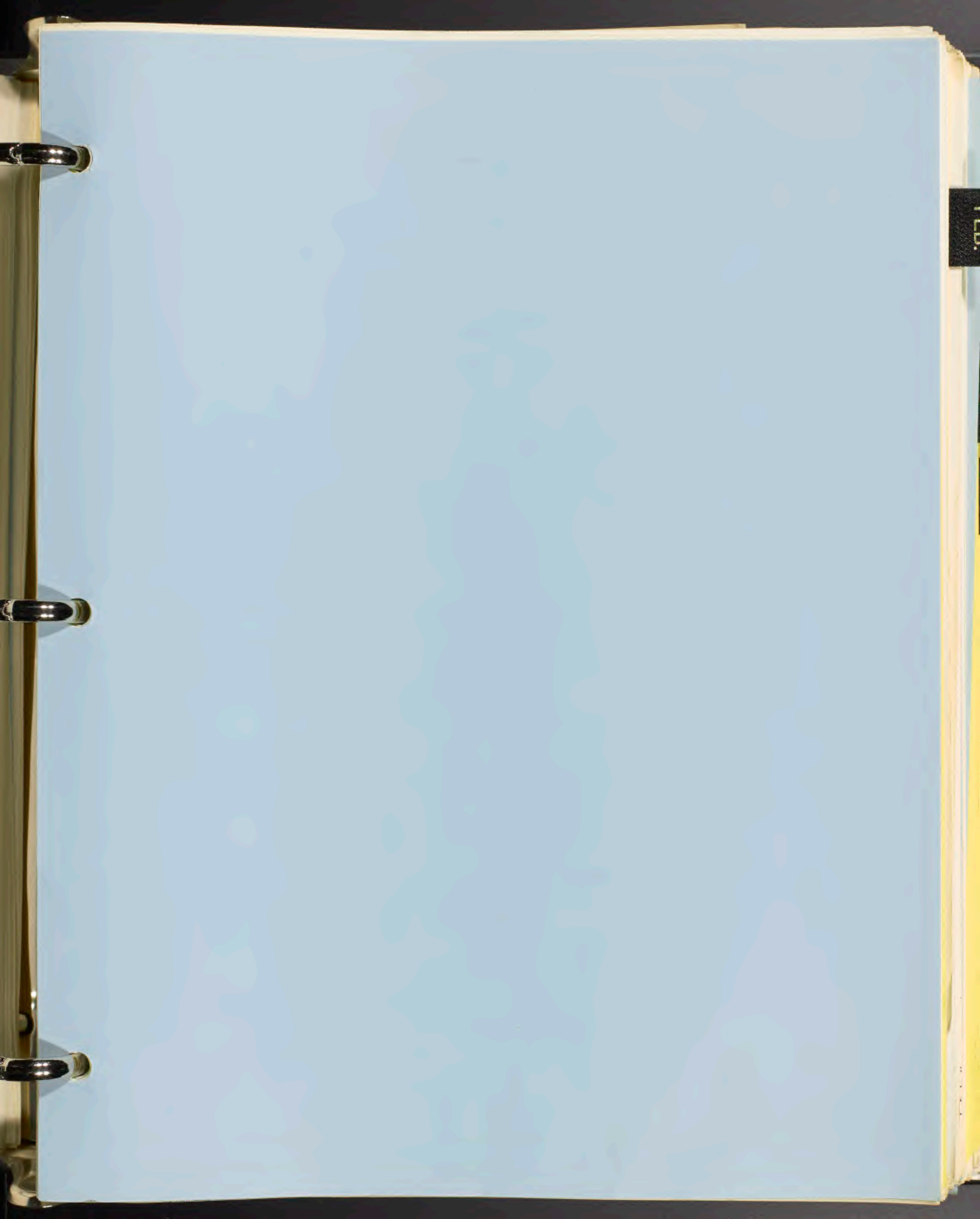
City Clerk's Report

- A) Request for Miscellaneous Office Supplies
- B) Maintenance Agreement for Syscon System

Council Reports

Citizen's Comments

Adjournment



CALLLED COUNCIL MEETING
MONDAY, JANUARY 21, 1991
7:00 P.M.

A G E N D A

- A) 1991 Budget Hearing
- B) Sewer Easements Report
Value Concepts
- C) Policy of Fee Charges

CALLED COUNCIL MEETING
MONDAY, JANUARY 21, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Attorney Lee Thompson, City Engineer Jim Stanley, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards and City Clerk Judy Foster.

Meeting called to order at 7:05 p.m. by Mayor Haggard.

1991 Budget Hearing

Council Member Hawthorne states that he reviewed Draft #6 of the 1991 Budget Proposal for both the City and Golf Course, on December 28, 1990, per the Council's request. He states that everyone has a copy of this document which he initialed on each page. Mr. Hawthorne states that the law has changed and our City Attorney has advised us to hold a public hearing for the budget proposal and this is the public hearing. Mayor Haggard asks for public comments at this time. Citizen and City Engineer Jim Stanley asks if the budget proposal reflects the current water rates, which were recently decreased, throughout the year. Mr. Hawthorne states yes. Mr. Stanley states that he wants the Mayor and Council to understand that the City has to produce enough revenue to cover the debt service with the bond issue. Mr. Hawthorne states that the budget proposal includes the debt service expenditures. Mr. Hawthorne asks the City Attorney if the Council needs to vote on anything at this time concerning the budget proposal. Mr. Thompson states that the budget hearing is only for public comment and the budget proposal will be voted on at a Called Council Meeting on Monday, January 28, 1991. There were no further public comments.

Sewer Easements

Buddy Robinson and Winston Parker from Value Concepts, Inc. are both present to give a progress report to the Mayor and Council concerning sewer easements. Refer to report. Discussion held on this matter. City Manager Kathy Williamson states that Mr. Parker needs the Council's approval to obtain Letter Appraisals on those property owners who have denied dedication of easements. She states that these Letter Appraisals are needed to pursue condemnations, if necessary, and that they are alot less expensive than a Metes & Bounds Appraisal. Further discussion held on this matter. Mrs. Williamson states that the Council needs to go into Executive Session at this time to discuss negotiations. Council Member Hawthorne asks Mr. Parker how much these Letter Appraisals cost. Mr. Parker states that Letter Appraisals range from \$200 to \$250 each, where Metes & Bounds Appraisals average \$800 each. Council Member Hawthorne moves to authorize Mr. Parker and Mr. Robinson to obtain Letter Appraisals on those 11 parcels needed. Second to the motion by Council Member Morris. Vote unanimous.

changed 2/26/91
per Kathy W.

City Manager Kathy Williamson states that the City Attorney Ben Thompson has advised the city, that the policy concerning the administration of tap-or fees does not need to be placed in the form of an ordinance.

10
CALLED COUNCIL MEETING
MONDAY, JANUARY 21, 1991
MINUTES, CONT'D.
PAGE 2

Change
the city
Policy of Fee Charges

states that the City Attorney
City Manager Kathy Williamson ~~reports~~ that the City Attorney has advised her that an Ordinance is not necessary to ensure that utility tap fees must be paid at the current rate and not by the date of plan approval or the date construction began on any certain project.

Recess

Council Member Hawthorne moves to recess the Called Meeting in order to hold a Personnel Meeting. Second to the motion by Council Member Morris. Vote unanimous.

Called Council Meeting recessed at 7:45 p.m.

Called Council Meeting reconvened at 11:10 p.m.

Adjournment

Council Member Queen moves to adjourn the Called Council Meeting. Second to the motion by Council Member Hawthorne. Vote unanimous.

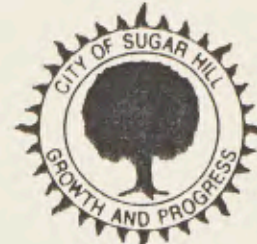
Called Council Meeting adjourned at 11:12 p.m.

Judy Foster

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

1088 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: DIRECTOR OF FINANCE
DATE: JANUARY 21, 1991
RE: GENERAL FUND EXPENSE CODE #1488 - CITY PARK FUNDING

As of 12/31/90, the Clean & Beautiful Committee had \$1,285.00 budgeted money to be spent by year end. Barbara Hoover, committee member, presented estimates totalling \$1,285.00 for various plants and trees to be planted on the park grounds. The \$1,285.00 was approved to be spent, however, the work would not be completed until January of 1991.

Due to the fact that the Clean & Beautiful Committee was dissolved in 1990, no General Ledger Code was budgeted for in 1991. Therefore, for accounting purposes, we have added the \$1,285.00 to Code #1488 City Park Funding with the understanding that the money would be taken right back out in January.

Please note that the department totals were not changed to reflect the increase because of the fact that it was not a true expense, but a carry forward from 1990.

Value Concepts

Incorporated • 5960 Crooked Creek Rd • Suite 20 • Norcross, Ga. 30092 • Telephone (404) 449-1094

JANUARY 18, 1991

KATHY WILLIAMSON
CITY MANAGER
CITY OF SUGAR HILL
SUGAR HILL, GA. 30518

RE: STATUS REPORT AS OF 1-18-91

SIGNED EASEMENTS ALL HAVE BEEN DEDICATED AT NO COST TO THE CITY.

LEVEL CREEK

7-32-10	7-290-183	7-290-90	7-309-71
7-320-37	7-290-127	7-320-39	7-309-52
7-319-31	7-290-128	7-320-11	7-209-382
7-290-168	7-290-25A	7-320-4	7-290-383
		7-320-5	7-290-384
7-290-385	7-290-390		
7-290-386	7-290-391	7-320-18A	
7-290-387	7-309-4	7-320-24	
7-290-388	7-348-61	7-320-20	
7-290-389	7-348-62	7-339-71	

RICHLAND CREEK

7-323-4	7-305-39
7-305-36	7-305-40
7-305-37	7-323-1
7-305-38	7-363-3

* TOTAL PARCELS DEDICATED (40) AS OF JANUARY 18, 1991

ALL PROPERTY OWNERS HAVE BEEN CONTACTED TWO OR MORE TIMES BY WINSTON PARKER.

OWNERS AND/OR LEGAL REPRESENTATIVES OF THE FOLLOWING TAX PARCELS LISTED BELOW, LOCATED IN THE UNINCORPORATED AREAS HAVE INDICATED THEY WOULD POSSIBLY DEDICATE REQUIRED EASEMENTS AT NO COST TO THE CITY; SUBJECT TO THE CITY GRANTING THEM ACCESS TO THE SEWER LINE, KNOWING THAT THIS IS CURRENTLY PROHIBITED, WINSTON PARKER HAS RECEIVED APPLICATION FORMS FOR ANNEXATIONS TO COME IN BY LEGISLATIVE ACTION AT THE NEXT GENERAL ASSEMBLY IN JANUARY, 1991. IT IS STRONGLY BELIEVED IF MR. PARKER IS SUCCESSFUL IN OBTAINING REQUIRED SIGNATURES FOR ANNEXATION HE WILL BE ABLE TO SECURE THE EASEMENTS AT THAT TIME FOR NO COST TO THE CITY.

LEVEL CREEK

*7-309-4	FRED M. FISTER ESTATE	OBTAINED
7-309-54	WALTER H. BUNZL ESTATE	PENDING
*7-348-61	TOTAL SUBDIVISION DEVELOP BY	OBTAINED
*7-348-62	SHOWCASE BLDERS. CO. (LOCATED ACROSS SUWANEE DAM	OBTAINED

RICHLAND CREEK

7-337-003A	JEAN S. JONES, ET, AL	PENDING
7-336-3	LOUISE HISS	PENDING

*APPLICATION FOR ANNEXATION TO BE SUBMITTED TO MAYOR AND CITY COUNCIL JANUARY 21, 1991 FOR GA. LEGISLATIVE APPROVAL.

THE OWNERS OF THE FOLLOWING TAX PARCELS HAVE REFUSE TO DEDICATE; THEREFORE, IT IS NECESSARY TO PREPARE APPRAISALS IN HOPES OF NEGOTIATING A SATISFACTORY SETTLEMENT THEREBY ELIMINATING A CONDEMNATION SUIT.

LEVEL CREEK

7-290-27A	BARBARA CLACK
7-290-184	SCOTT RICHEY
7-290-49	WM. H. HUMPHRIES ET, AL
7-290-50	" " "
7-290-296	" " "
7-290-60	CORA MAE MAUDING
7-288-1	BUTELL ROBINSON ESTATE
7-289-20	DONALD AND T.E. ROBINSON
7-289-18	BUTELL ROBINSON ESTATE
7-289-1	GEORGE C. CHAPMAN ESTATE
7-348-13	PEGGY SUDDERTH SANSING

ALL REMAINING TAX PARCELS NOT NOTED ABOVE ARE PRESENTLY BEING PERSUED BY WINSTON PARKER.

LEVEL CREEK 25 PARCELS

RICHLAND CREEK 8 PARCELS

Ordinance

Changes In Permitting, Tap-on & Development Fees

The Council of the City of Sugar Hill hereby ordains:

Whereas: the city is experiencing growth, both residential and commercial development; and

Whereas: the developers and contractors are responsible to pay all fees required by the city to construct their developments; and

Whereas: these fees for tapping-on utilities, building permits, grading permits, development permits, sewer inspection fee permits, review of development plan fees, final plat fee; and

Whereas: If any of the above fees are changed by the vote of the Mayor and Council, the new fee will be applicable to any and all developers, builders and contractors operating within the corporate boundaries of the city of Sugar Hill;

It is so ordained: _____



CALLED COUNCIL MEETING
MONDAY, JANUARY 28, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Engineer Jim Stanley, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards and City Clerk Judy Foster.

Called Council Meeting called to order at 7:44 p.m. by Mayor Haggard.

Mayor Haggard apologizes for the delay and he explains that two Council Members were at a convention in Downtown Atlanta and could not make it here by 7:00 p.m.

1991 Budget Proposal Adoption

Council Member Hawthorne states that the Council has a copy of the 1991 Budget Proposal, Draft #6, and that it is a balanced budget. Refer to budget proposal. Council Member Hawthorne moves to adopt this 1991 Budget Proposal as printed. Second to the motion by Council Member Queen. Vote unanimous.

Homestead Exemptions

City Clerk Judy Foster states that the Council will have to vote on homestead exemptions and have the City Attorney to present this to the legislature. The residents of Sugar Hill will then have to approve these exemptions through a Public Referendum. A report is enclosed in the Council packets of the exemptions four other cities are utilizing. Refer to report. Mrs. Foster states that this is only for the review of the Council and it will be on the agenda for the February Council Meeting.

Voter Registration Lists

City Clerk Judy Foster states that the Superintendent of Elections and herself attended a meeting last week with the County Elections & Voter Registration Department concerning the possibility of the county maintaining our voter registration list. A report is enclosed in the Council packets showing the advantages and disadvantages of having the county do this. Refer to report. Mrs. Foster also reports that there is proposed legislation in the House Governmental Affairs Committee at this time which would mandate this procedure. This is only for the review of the Council and it will be on the agenda for the February Council Meeting.

Clerks Conference (February 11-13)

City Manager Kathy Williamson explains that the Council approved for the City Clerk and herself to attend the Clerks Conference in September of last year, however, due to unforeseen circumstances, they were not able to attend. The Clerks Conference will be held again in February and money was budgeted for both to attend in order to take their Certification Exams. Council Member Hawthorne moves to authorize the funds for the City Clerk and City Manager to attend the Clerks Conference in Athens on February 11-13, 1991. Second to the motion by Council Member Morris. Vote unanimous.

Annexations

City Manager Kathy Williamson explains that these annexations were discussed last week at the meeting with the representatives of Value Concepts, Inc. who are accruing our sewer easements for the interceptor lines. She has compiled a report with various information on each parcel. Refer to report. Mrs. Williamson explains that these parcels need to be voted on tonight in order for the City Attorney to begin his procedures to have these properties annexed into the City through the legislature. Mrs. Williamson highlights some of the more important facts on each parcel. Discussion is held on this matter.

Council Member Hawthorne moves to authorize the City Attorney to take the action necessary to have **Property #1, Fred Fister Property**, annexed into the City through the legislature, with the zoning classification of RS-100. Second to the motion by Council Member Everett. Vote unanimous.

Council Member Hawthorne asks Mr. Joe Nodvin if he plans to continue the development of his subdivision as approved by the county. Mr. Nodvin states yes, he is planning to do this. Council Member Hawthorne moves to authorize the City Attorney to take the action necessary to have **Property #2, Joe Nodvin Property**, annexed into the City through the legislature, with the zoning classification of RS-100 and with the condition that this development must be approved by the City Building Inspector to ensure compliance with the City's requirements. Second to the motion by Council Member Queen. Vote unanimous.

Council Member Hawthorne states that the City has an agreement with the county in which we will not annex property into the City at a lower classification level than it is currently zoned in the county. Mr. Hawthorne states that the proposed use for this property is future landfill expansion and the proper zoning classification for that use would be HM-2. However, this zoning is much lower than the AF zoning it currently has in the county. Therefore, Council Member Hawthorne moves to authorize the City Attorney to take the necessary action to have **Property #3, Button Gwinnett Property**, annexed into the City through the legislature, with the zoning classification of AF contingent to the approval and understanding of the property owners that this zoning cannot be changed for at least 12 months. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne asks if the City currently has a zoning classification for Planned Unit Developments since this is the proposed use of this property. Mrs. Williamson states that the City does have a zoning classification for this type development. Council Member Hawthorne moves to authorize the City Attorney to take the necessary action to have **Property #4, Meca Property**, annexed into the City through the legislature, with the zoning classification of Planned Unit Developments. Second to the motion by Council Member Morris. Vote unanimous.

**CALLED COUNCIL MEETING
MONDAY, JANUARY 28, 1991
MINUTES, CONT'D.
PAGE 3**

Council Member Hawthorne moves to authorize the City Attorney to take the necessary action to have **Property #5, Queen & Jones Property**, annexed into the City through the legislature, with the zoning classification of RS-100 contingent to the approval of the property owners concerning this zoning classification. Second to the motion by Council Member Everett. Vote 3 for, 1 abstains - Council Member Queen. Motion carried.

Elected Official Certification

Council Member Hawthorne states that Council Member Queen and himself were awarded today during the Mayor's Day Convention for their certification of elected officials. Mr. Hawthorne states that there are only 12 elected officials in Georgia who have this honor. Mr. Hawthorne presents Council Member Queen her certificate since she was not able to attend the ceremony.

Recess

Council Member Hawthorne moves to recess the Called Council Meeting in order to hold a short Personnel Meeting. Second to the motion by Council Member Queen. Vote unanimous.

Called Council Meeting recessed at 8:35 p.m.

Called Council Meeting reconvened at 9:10 p.m.

There was no further business conducted.

Adjournment

Council Member Hawthorne moves to adjourn the Called Council Meeting. Second to the motion by Council Member Queen. Vote unanimous.

Called Council Meeting adjourned at 9:10 p.m.

Judy L. Foster

**CALLED COUNCIL MEETING
MONDAY, JANUARY 28, 1991
7:00 P.M.**

A G E N D A

- A) Adopt 1991 Budget
- B) Homestead Exemptions
- C) Voter Registration Lists
- D) Clerks Conference (Feb. 11-13)
- E) Annexations

**WORK SESSION
AFTER CALLED COUNCIL MEETING**

A G E N D A

- A) Vandalism
- B) Vehicular Food Vendors
- C) Fee Structure for Golf Course
- D) Fee Structure for Residents
- E) Review of Breakeven Chart
- F) Review of Course Sodding or Sprigging
- G) Options Available to Reduce 1991
Construction & Operations Costs
- H) Current Cash Flow Analysis
- I) Location of Maintenance Facility
and Construction Costs.
- J) Irrigation Update
- K) Willard Byrd Services
- L) Manpower Utilization

B U D G E T O R D I N A N C E

AN ORDINANCE TO ADOPT A BUDGET FOR THE CITY OF SUGAR HILL, GEORGIA,
FOR THE FISCAL YEAR 1991.

The Council of the City of Sugar Hill hereby ordains that the Budget presented to it by the City Manager, a copy of which is attached hereto and made a part hereof by reference, pursuant to Section 6.33 of the Charter of the City of Sugar Hill, is hereby approved for the Fiscal Year 1991.

IT IS SO ORDAINED this 28th day of January, 1991.

George Aggand
Mayor

Bobbie Queen
Council Member

David L. Hart
Council Member

Thomas Morris
Council Member

Ryan Smith
Council Member

Council Member

Attest:

Judy Foster
City Clerk



Master Copy
DMS
12/28/90

B U D G E T P R O P O S A L

FOR FISCAL YEAR 1991

Draft #6

CITY OF SUGAR HILL
GEORGIA

DNA
12/28/96

OFFICIALS OF
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

- George Haggard, Mayor
- Bobbie Queen, Mayor Pro Tem
- Reuben Davis, Council Member
- Bobby Fowler, Council Member
- Dave Hawthorne, Council Member
- Thomas Morris, Sr., Council Member

EXECUTIVE BRANCH

- Kathy Williamson, City Manager
- Bob Boltz, Director of Golf
- Sandy Richards, Director of Finance

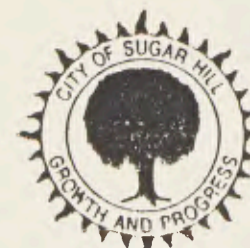
CITY CLERK

Judy L. Foster

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

1588 WEST BROAD ST. SUGAR HILL, GEORGIA 30518
(404) 945-6716



*Done
1/28/90*

Dear Mayor and Council:

The proposed budget for 1991 is enclosed for your review. The format for the 1991 Proposed Budget has changed from previous years. This change was made to present a better detailed breakdown of each fund and department.

This detail will assist the department heads of the City to run their departments more cost efficiently.

The base figures for revenue generation from tap-on fees and utility customers are derived from a calculated average of new customers for each utility over the past five years.

The proposed budget does not reflect any increases in City employment with the exception of the Golf Course.

The employees defined in the Street & Bridge Department have been currently employed in the Utility Department and will be transferred to avoid hiring additional employees at this time. This transfer will not effect the Utility Department because of the slow down on tap-ons for utility services.

Attached to the 1991 Proposed Budget is a detailed Capital Contingency Budget. These items are needed in the City but have been excluded from the working budget to provide revenues for the completion of the Golf Course/Wastewater Treatment Facility.

The staff of the City is aware of the conservative approach in spending at this time. This conservative 1991 Budget Proposal is for your consideration and comment.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Williamson".

Kathy Williamson
City Manager

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
PROPOSED BUDGET FOR FISCAL YEAR 1991

DMS
12/28/90

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Capital Contingency Budget

DPA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - LEGISLATIVE

Service Statement

Sugar Hill is served by five City Council Members and a Mayor. The Mayor and all Council Members are elected at large. The Mayor Pro-Tem is elected by the Council.

The Mayor and Council serves as the community's legislative body, responsible for enacting City ordinances, appropriating funds to conduct City business and providing policy direction to City staff. The Mayor and Council appoints the City Manager, City Clerk, City Attorney, Superintendent of Elections, Municipal Judge, City Auditors, Director of Golf, and designates the City's legal organ.

The City Council provides policy direction and leadership to the City organization; to serve as a liaison between the City and a variety of committees, boards, commissions and citizens groups considering community issues.

Goals and Objectives:

- 1) To provide positive leadership to the City organization.
- 2) To publicly consider, discuss and vote on matters of concern to the municipal corporation and to the City of Sugar Hill.
- 3) To continue to encourage citizens input in the Council's decision making process.
- 4) To maintain and improve the equality of municipal services.
- 5) To improve the economic health of Sugar Hill and enhance the City's fiscal health.

Authorized Positions:

	GRADE	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Mayor	Elected	1	1	1
Council Members	Elected	5	5	5
TOTAL		6	6	6

DNA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - LEGISLATIVE

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Mayor & Council Stipend	\$ 8,875	\$ 8,100	\$ 8,605
Mileage Allowance	200	200	2,500
Council Meeting Supplies	0	0	1,000
Operation & Education	4,179	4,500	6,040
TOTAL	\$ 13,254	\$ 12,800	\$ 18,145

10/28/90
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - MUNICIPAL COURT

Service Statement

The Municipal Judge shall maintain law and order in the City to solve disputes and to comply with the Constitution of the United States and the laws of the State of Georgia.

Goals and Objectives:

To improve the operation and efficiency of the administration of City Ordinances.

Authorized Positions:

	GRADE	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Judge	Appointed	1	1	1
TOTAL		1	1	1

DM
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - MUNICIPAL COURT

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Personal Services	\$ 150	\$ 150	\$ 250
TOTAL	\$ 150	\$ 150	\$ 250

MS
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - CITY ATTORNEY

Service Statement

The City Attorney is appointed by and serves at the pleasure of the City Council and the various City operating departments, as well as representing the City in all litigation matters. The City Attorney also serves in an advisory capacity by interpreting federal, state and local laws as they pertain to the conduct of City business and services.

Goals and Objectives:

- 1) To provide timely, expert and cost effective legal services to the City Council and City staff.
- 2) To effectively represent the interests of the City in all litigation matters.
- 3) To reduce litigation costs, damages, and insurance claim costs.

Authorized Positions:

	GRADE	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Attorney	Appointed	1	1	1
TOTAL		1	1	1

Dr. J. L. / 8/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - CITY ATTORNEY

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Attorneys Fees	\$ 14,871	\$ 12,500	\$ 12,500
TOTAL	\$ 14,871	\$ 12,500	\$ 12,500

JONES
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - REGISTRAR SERVICES

Service Statement

The Voter Registrar is responsible for scheduling, supervising, and advertising of all Municipal Elections to insure compliance with State and Federal Election Codes. To keep the Voter Registration List updated to current status.

Goals and Objectives:

To staff, structure and manage State and Federal Elections ethically by all Municipal, State and Federal voting regulations.

Authorized Positions:

	GRADE	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Voter Registrar	Appointed	1	1	1
Deputy Registrars		3	4	4
TOTAL		4	5	5

Dr. 12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - REGISTRAR SERVICES

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Personnel Services	\$ 600	\$ 900	\$ 900
Election Operation	188	785	785
TOTAL	\$ 788	\$ 1,685	\$ 1,685

DA
12/26/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

Service Statement

In reference to the City Charter, the Mayor and Council can appoint qualified citizens to serve on the following committees and boards of the City:

- 1) Recreation Board
- 2) Planning & Zoning Board
- 3) Planning & Zoning Board of Appeals
- 4) Sugar Hill Festival Committee

Their responsibility is to study information and to give recommendations to the Mayor and Council.

DNA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
E.E. Robinson Park Funding	\$55,360	\$25,000	\$27,500 *
Postage	0	0	150
Sugar Hill Festival	1,382	1,000	1,500
TOTAL	\$56,742	\$26,000	\$29,150

* Refer to Memorandum from the Director of Finance dated 1/21/91.
This amount should actually be \$28,785.

DBS
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - CITY MANAGER'S OFFICE

Service Statement

The City Manager is appointed by the Mayor and Council and is responsible for the execution of policies, directives and legislative action of the Mayor and Council. Additionally, the City Manager oversees the preparation of the annual operating and capital budget for the Mayor and Council to supervise the expenditures of appropriated funds, to be responsible for the administrations of all personnel policies including salaries and to be responsible for the employment and discharge of personnel.

Generally, the City Manager is to ensure that the affairs of the City are conducted in an effective and responsible manner to the benefit of the residents of the City.

Goals and Objectives:

To promote and maintain a safe, pleasant environment within the community by providing effective ethical management and efficient delivery of public services throughout the execution of policies established by the Mayor and Council.

Authorized Positions:

	GRADE	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
City Manager	Appointed	1	1	1
TOTAL		1	1	1

DY 116
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - CITY MANAGER'S OFFICE

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Personal Services	\$ 46,365	\$ 48,826	\$ 50,279
Vehicle Expenses	3,080	5,460	4,000
Operation & Education	1,000	1,000	1,847
Dues	510	510	618
TOTAL	\$ 50,955	\$ 55,796	\$ 56,744

DMA
12/20/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - FINANCE & ADMINISTRATION

Service Statement

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions and service of customers. Finance is responsible for all revenue collections, including taxes, utilities and all permits, as well as handling purchasing and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council. The Administration Department is responsible for utility and tax billing, issuing business licenses, registering voters, and renting the Community Center and Park Pavilion.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City records according to local, state and federal codes and ordinances; issues fi fa's on delinquent property tax accounts; publishes a quarterly newsletter to all residents of the City; is the City's official court recorder and keeper of all City Court records.

Goals and Objectives:

- 1) Administers accounts payable and receivable to achieve increased funding for capital projects.
- 2) Continue to improve organization of accounts payable, purchasing, payroll and the collection of receivables.
- 3) To strive to keep accounts current, but to implement a delinquency collection system.
- 4) To continue to work on the improvement of records management.
- 5) To assist the Mayor and Council and City Manager's Office.

Authorized Positions:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
City Clerk	1	1	1
Finance Director	0	0	1
Asst. Finance Director	1	1	1
Customer Service Rep/Cashier	1	2	2
Postal Clerk	1	1	1
Utility Billing Supervisor	1	1	1
TOTAL	5	6	7

DVA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - FINANCE & ADMINISTRATION

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Personal Services	\$140,627	\$142,011	\$160,098
Audit Services	8,500	8,700	8,700
Supplies & Materials	21,355	17,000	14,000
Equipment, Operations & Maint.	9,587	10,593	12,500
Dues	3,232	3,090	2,400
Operation & Education	2,000	2,000	1,654
Mileage	261	200	150
Postage	8,990	10,000	9,500
Shortage/Overage	10	0	0
Bank Charges	196	250	250
Consultant Fees	9,840	7,500	4,000
Worker's Comp Insurance	22,918	26,000	24,000
Legal Advertising	720	500	800
Bonding Liability	119	250	0
TOTAL	\$228,355	\$228,094	\$238,052

DMS
12/20/88

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - BUILDING INSPECTIONS

Service Statement

The Building Inspection office enforces City codes and ordinances from the beginning of construction projects through the final stages of construction, inspecting all building, plumbing, electrical and mechanical plans submitted to verify layouts conform with City, County and State codes. All building permits are issued for additions, alterations, repair, removal, demolition and erections of any building in the City.

After construction, inspections are done to all commercial buildings to verify that all buildings are being kept in a safe and sanitary condition in compliance with the Southern Standard Building Code.

Goals and Objectives:

The goal for the department is to see that each and every building has been permitted and is inspected to insure that all codes applicable are adhered to.

Authorized Positions:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Chief Building Inspector	1	1	1
Asst. Building Inspector	0	1	1
Administrative Clerk	1	1	1
TOTAL	2	3	3

D10
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - BUILDING INSPECTIONS

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Personal Services	\$50,292	\$74,091	\$73,855
Supplies	1,196	1,000	1,000
Vehicles	0	4,550	4,700
Office Supplies & Materials	1,000	600	1,700
Miscellaneous	0	500	500
Operations & Education	0	0	1,000
TOTAL	\$52,488	\$80,741	\$82,755

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - PRISON DETAIL

Service Statement

The City contracts a prison detail from the State. These prisoners are trustees assigned to work in the City Park picking up the weekly City trash and mowing right-of-ways.

The City employs these prisoners to provide a variety of services to the residents at minimal cost.

This detail is under the direction of the City Marshall.

Authorized Positions:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Prison Guard	1	1	1
Prison Detail	10	10	10
TOTAL	11	11	11

DA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - PRISON DETAIL

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Prison Guard	\$20,000	\$20,000	\$20,000
Tools & Equipment	2,158	2,000	2,000
Equipment Repair	1,193	1,500	1,500
Prison Bus-Repair and Maint.	828	2,000	2,000
Prison Bus-Gas & Oil	0	1,500	2,000
Prison Bus-Insurance	0	2,500	2,750
TOTAL	\$24,179	\$29,500	\$30,250

JMA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - PUBLIC LANDS & BUILDINGS

The City owns three (3) rental houses and 40 acres for future landfill expansion.

At this time, the City does not have in-house maintenance personnel for the upkeep of these properties.

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house on 4 acres on Highway 20.
- 3) One house on 30.6 acres on Hillcrest Road.
- 4) Community Center
- 5) City Hall

DNA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - PUBLIC LANDS & BUILDINGS

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Repair & Maintenance			
Level Creek Rental	\$ 1,168	\$ 750	\$ 500
Highway 20 Rental	0	250	250
Hillcrest Rental	0	0	250
City Hall	10,632	5,000	3,500
Community Center	0	0	1,000
Utilities			
City Hall	7,010	6,000	5,500
Community Center	510	1,000	1,200
Property & Liability Insurance	0	17,300	18,200
TOTAL	\$19,320	\$30,300	\$30,400


DMA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 01 - MISCELLANEOUS

The expenses listed on the next page consist of the following:

- 1) Coffee & Vending Services
- 2) Radio Service Agreement
- 3) Radio Equipment - Repair & Maintenance
- 4) Radio Transmitting Fee
- 5) Janitorial Supplies
- 6) Miscellaneous


12/28/90

SUGAR HILL CITY GOVERNMENT
 SUGAR HILL, GEORGIA
 BUDGET FOR FISCAL YEAR 1991

FUND 01 - MISCELLANEOUS

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
Coffee & Vending Service	\$ 1,802	\$ 750	\$ 650
Radio Equipment	0	200	1,200
Radio Equipment - Repair and Maintenance	297	1,200	1,500
Radio Transmitting Fee	468	500	500
Janitorial Supplies	0	0	500
Miscellaneous	3,572	5,000	5,000
TOTAL	\$ 6,139	\$ 7,650	\$ 9,350

DMA
 12/28/90

THE FOLLOWING FIGURES ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR
THE 1991 GENERAL FUND BUDGET.

DMA
12/28/90

GENERAL FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
1301.00 Property Tax-Current	\$168,645	\$199,200	\$200,000	\$220,000
1302.00 Property Tax-Prior	23,607	22,800	30,000	25,645
1303.00 Fifa, Penalties & Int.	135	200	250	250
1308.00 Intangible Tax	8,616	7,500	7,000	8,000
1312.00 Ad Valorem Tax	34,903	32,000	40,000	35,000
1321.00 Ga. Power Tax	66,063	70,000	76,225	75,000
1322.00 Southern Bell Tax	14,132	15,000	18,041	15,500
1323.00 Cable TV Tax	5,348	6,000	8,861	8,000
1324.00 Southern Railroad Tax	699	700	699	700
1326.00 Insurance Premium Tax	72,698	23,908	76,936	72,000
1331.00 Real Est. Transfer Tax	5,709	6,000	3,000	5,500
1332.00 Beer & Wine Tax	8,305	10,000	13,000	12,000
1350.00 Business Licenses	25,742	36,500	38,000	40,000
1352.00 Rezoning/Annex. Fees	877	1,000	1,100	1,200
1354.00 Qualifying Fees	72	50	96	100
1356.00 Service Charge	1,285	1,000	1,200	1,500
1357.00 Yard Sale Permits	165	100	195	125
1358.00 Marshal/Court Fines	100	250	100	150
1360.00 Interest Earned	23,704	3,000	12,000	3,500
1370.00 Level Creek Rent	5,100	3,000	3,000	3,000
1371.00 Highway 20 Rent	0	4,800	4,800	4,800
1374.00 Sale of Maps, Ords, Etc.	546	350	360	400
1375.00 Sale of Assets	4,076	0	10,626	2,500
1376.00 Utility Bill Penalties	31,764	30,000	34,000	32,000
1380.00 CDBG - Grant	25,000	12,500	12,500	0
1382.00 Miscellaneous	20,164	1,000	1,000	1,000
1383.00 Comm. Ctr. Rental	225	0	900	500
1384.00 Pavilion Rental	400	0	500	0
1390.00 Inspection Revenue				
1391.00 Building Permits	32,455	47,700	58,000	50,000
1392.00 Mobile Home Permits	10,554	10,500	5,500	4,500
1397.00 Development Permits	5,670	3,500	3,500	4,000
1398.00 Filing Fees	0	0	350	350
1399.00 Miscellaneous	0	300	320	200
TOTALS	\$596,759	\$548,858	\$662,059	\$627,420

DAA
12/28/90

GENERAL FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	APPROVED FY 1991
1400.00 Expenses				
1401.00 Salaries & Wages	\$180,701	\$143,547	\$178,266	\$160,098
1405.00 Bonuses	0	3,830	3,800	6,507
1406.00 Employer Fica	14,015	10,982	12,000	12,412
1408.00 Suta	6,970	5,167	3,985	3,894
1409.00 Retirement Fund	14,646	8,650	11,000	10,895
1410.00 Group Insurance	20,952	18,661	24,000	19,740
1412.00 Training & Travel	7,179	7,500	11,560	10,541
1420.00 Mayor/Council Stipends	8,875	8,100	8,100	8,100
1424.00 Registrar Services	600	900	1,010	900
1426.00 City Election	188	785	500	785
1428.00 Coffee/Vending Serv.	1,802	750	550	650
1429.00 Mileage Allowance	461	400	3,000	2,650
1430.00 #201 Repair & Maint.	580	500	750	1,000
1431.00 #201 Gas & Oil	500	600	1,200	1,000
1432.00 #201 Insurance	2,000	1,980	1,980	2,000
1434.00 Data Processing Sup.	8,765	8,000	3,700	5,000
1436.00 Office Supplies	12,590	6,000	5,300	5,000
1438.00 Printing	0	3,000	6,195	4,000
1439.00 Dues, Pub./Subs.	3,742	3,600	3,647	3,018
1440.00 Postage	8,990	10,000	9,000	9,650
1442.00 City Hall Repair/Maint.	10,632	5,000	6,115	3,500
1443.00 Comm. Ctr. Repair/Maint.	0	0	0	1,000
1444.00 L.C.Rental Repair/Maint.	1,168	750	750	500
1445.00 Hillcrest House R/M	0	0	0	250
1446.00 Highway 20 Rental R/M	0	250	250	250
1450.00 Office Equipment	0	3,000	4,075	3,000
1452.00 Office Equipment R/M	2,180	2,500	2,750	2,500
1454.00 Radio Equipment	0	200	0	1,200
1456.00 Radio Equipment R/M	297	1,200	1,950	1,500
1458.00 Radio Transmission Fee	468	500	760	500
1459.00 Operation of City Court	150	150	0	250
1460.00 City Hall Utilities	7,010	6,000	5,478	5,500
1462.00 Comm. Ctr. Utilities	510	1,000	2,000	2,000
1464.00 Audit	8,500	8,700	8,992	8,700
1466.00 Attorney Fees	14,871	12,500	25,000	12,500
1468.00 Legal Advertising	720	500	4,000	800
1470.00 Consultant Fees	9,840	7,500	6,200	4,000
1472.00 Property & Liab. Ins.	0	17,300	17,571	18,200
1474.00 Workers Comp Insurance	22,918	26,000	21,840	24,000
1476.00 Bonding Liability	119	250	1,074	0
1477.00 Shortage/Overage	10	0	142	0
1478.00 Bank Charges	196	250	300	250
1482.00 Sugar Hill Festival	1,382	1,000	1,466	1,500
1485.00 Telephone	7,407	5,093	8,000	7,000
1486.00 CDBG - Grant	0	12,500*	12,500	0
1488.00 City Park Funding	55,360	25,000	25,000	27,500**

DNA
12/28/90

GENERAL FUND - EXPENSES, CONT'D.

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	APPROVED FY 1991
1490.00 Prison Guard	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
1492.00 Tools & Equipment	2,158	2,000	2,000	2,000
1494.00 Equipment Repair	1,193	1,500	1,500	1,500
1500.00 Prison Bus R/M	828	2,000	2,650	2,000
1501.00 Prison Bus Gas & Oil	0	1,500	1,800	2,000
1502.00 Prison Bus Insurance	0	2,500	4,638	2,750
1525.00 Miscellaneous	3,572	5,000	5,000	5,000
1526.00 Council Meeting Sup.	0	0	0	1,000
1530.00 Janitorial Supplies	0	0	1,010	500
1550.00 Inspection Dept. Expenses				
1551.00 Salaries & Wages	0	55,832	38,750	55,791
1555.00 Bonuses	0	1,369	1,273	1,498
1556.00 Employer Fica	0	4,272	2,000	4,355
1558.00 Suta	0	2,010	500	1,366
1559.00 Retirement	0	3,350	1,000	2,753
1560.00 Group Insurance	0	7,258	3,000	8,460
1562.00 Inspection Supplies	1,196	1,000	2,150	1,000
1565.00 Office Supplies	1,000	600	0	1,700
1570.00 #211 Repair & Maint.	0	500	750	500
1571.00 #211 Gas & Oil	0	750	1,100	750
1572.00 #211 Insurance	0	1,800	1,800	1,800
1580.00 #203 Repair & Maint.	0	500	850	500
1581.00 #203 Gas & Oil	0	500	850	500
1582.00 #203 Insurance	0	500	650	650
1590.00 Inspections Misc.	0	500	300	500
TOTALS	\$467,241	\$495,336*	\$539,327	\$513,113

** Refer to memorandum from the Director of Finance dated 1/21/91.
This amount should actually be \$28,785.

DMA
12/28/90

* These figures will be off by \$12,500 due to the fact that we do not know how much money we will receive from the CDBG Program.

DM
12/28/90

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the Mayor and Council, is that costs of providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges; or where the City Council has decided that periodic determination of net income is appropriate for accountability purposes.

DVA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 02 - SANITATION FUND

Service Statement

The City of Sugar Hill entered into an agreement with Gwinnett Sanitation and Button Gwinnett, Inc. to franchise the City's disposal of residential, commercial, industrial and institutional waste. Button Gwinnett, Inc. leases the City's landfill located on Appling Road.

Goals & Objectives:

- 1) To provide Sugar Hill residents with service of consistent sanitation pick-up at a low cost.
- 2) To invite a recycling program of newspapers into dumpsters located at City Hall and to expand to eventually include aluminum and glass.

DA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 02 - SANITATION FUND

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
<u>SANITATION REVENUES</u>			
Sanitation Revenues	\$472,515	\$147,500	\$168,180
Tipping Fees	57,679	25,000	5,000
Lease Payments	20,880	22,080	22,080
Miscellaneous	50	100	100
TOTAL REVENUES	\$551,124	\$194,680	\$195,360
 <u>SANITATION EXPENSES</u>			
Subsidy	\$ 28,064	\$ 17,500	\$ 49,305
Commercial Sanitation	51,784	55,000	55,440
Multi-Family	12,528	11,000	6,480
Residential	59,960	65,000	106,260
Vehicles Expense	0	6,750	7,000
Capital Contingency	0	0	0
TOTAL EXPENSES	\$152,336	\$155,250	\$224,485

* The average of new customers over the past five years is 207.
The number to calculate Sanitation Revenues is 37.5% of the
water customer average, this amount is 74 customers.

DMA
12/28/90

SUGAR HILL CITY GOVERNMENT
 SUGAR HILL, GEORGIA
 BUDGET FOR FISCAL YEAR 1991

FUND 03 - GAS FUND

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
GAS REVENUES			
Gas Revenue Sales	\$1,405,246	\$1,380,000	\$1,525,893*
Gas Tap Fees	21,240	30,000	28,050*
Gas Meter Sales	9,806	12,000	9,075*
Extended Lines	190	1,000	1,000
Cut Gas Lines	890	500	500
Miscellaneous	0	500	500
TOTAL REVENUES	\$1,437,372	\$1,424,000	\$1,565,018
GAS EXPENSES			
Personal Services	\$ 164,000	\$ 121,194	\$ 155,725
Gas Purchases	472,899	725,000	748,415
Operation, Maint, Educ.	23,784	52,050	51,640
Supplies & Materials	135,726	38,000	36,800
Capital Contingency	0	0	92,920
TOTAL EXPENSES	\$ 796,409	\$ 936,244	\$1,085,500

* The average of new customers over the past five years is 220.
 The number to calculate gas revenues is 37.5% of 220 customer
 average, this amount is 83 customers.
 The number to calculate gas tap-on fees is 75% of 220 customer
 average, this amount is 165 customers.

JMA
 12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 04 - WATER FUND

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
WATER REVENUES			
Water Revenues	\$458,744	\$525,000	\$528,528*
Water Tap Fees	98,700	97,750	40,700*
Water Meter Sales	10,844	8,500	3,700*
Water Backflow Sales	4,961	4,250	1,850*
Cut Water Lines	641	1,000	1,000
Miscellaneous	500	500	500
TOTAL REVENUES	\$574,390	\$637,000	\$576,278
WATER EXPENSES			
Personal Services	\$168,862	\$108,475	\$137,838
Water Purchases	210,864	280,800	312,312
Operating & Maintenance	52,678	24,850	27,545
Debt Service/'74 G.O. Bond	20,100	20,100	20,100
Supplies & Materials	39,575	41,250	38,500
Capital Contingency	0	0	0
TOTAL EXPENSES	\$492,079	\$475,475	\$536,295

* The average of new customers over the past five years is 197.
The number to calculate water revenues is 37.5% of 197 customer average, this amount is 74 customers.
The number to calculate water tap-on fees is 75% of 197 customer average, this amount is 148 customers.

JWA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 05 - STREET & BRIDGE

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
<u>STREET & BRIDGE REVENUES</u>			
1965 State Grant	\$ 6,354	\$ 6,354	\$ 6,354
1967 State Grant	4,540	4,540	4,540
Subdivision Sign Permits	750	1,250	500
Subdivision Sign Revenue	0	750	500
Street Sign Sales	0	0	1,000
TOTAL REVENUES	\$11,644	\$12,894	\$12,894
<u>STREET & BRIDGE EXPENSES</u>			
Personal Services	\$ 0	\$ 0	\$ 36,605
Operating & Maintenance	37,346	28,000	57,000
Supplies & Materials	93,000	44,550	8,850
TOTAL EXPENSES	\$130,346	\$72,550	\$102,455

JONNA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
BUDGET FOR FISCAL YEAR 1991

FUND 06 - SEWER FUND

Summary by Category:

	ACTUAL FY 1989	BUDGET FY 1990	REQUESTED FY 1991
SEWER REVENUES			
Sewer Revenues	\$126,655	\$150,000	\$195,297*
Sewer Tap Fees 20%	75,600	51,000	70,800*
Sewer Tap Fees 80%	302,400	204,000	283,200*
Sewer Inspections	1,641	1,000	2,500
TOTAL REVENUES	\$506,296	\$406,000	\$551,797
SEWER EXPENSES			
Personal Services	\$ 0	\$ 84,281	\$ 23,211
Operation, Maint, & Ed.	0	110,950	113,526
Supplies & Materials	0	9,300	11,200
Debt Service/74 G.O. Bond	0	20,050	20,050
Debt Service/89 Rev. Bond	0	586,558	586,558
Capital Contingency	0	0	0
TOTAL EXPENSES	\$ 0	\$811,139	\$754,545

* The average of new customers over the past five years is 177.
The number to calculate sewer revenues is 37.5% of 177 customer average, this amount is 67 customers.
The number to calculate sewer tap-on fees is 177, the five year average.

DVA
12/28/90

THE FOLLOWING FIGURES ARE THE PROPOSED
TOTAL REVENUES & EXPENDITURES
FOR
THE 1991 ENTERPRISE FUNDS BUDGET.

DNA
12/28/90

SANITATION FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
2301.00 Sanitation Sales	\$472,515	\$147,500	\$152,500	\$168,180
2316.00 Tipping Fees	57,679	25,000	9,000	5,000
2318.00 Lease Payments	20,880	22,080	23,780	22,080
2325.00 Miscellaneous	50	100	0	100
TOTALS	\$551,124	\$194,680	\$185,280	\$195,360

SANITATION FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
2445.00 Subsidy	\$ 28,064	\$ 17,500	\$ 30,654	\$ 49,305
2450.00 Commercial	51,784	55,000	64,330	55,440
2455.00 Multi-Family	12,528	11,000	11,075	6,480
2460.00 Residential	59,960	65,000	106,000	106,260
2470.00 #204 R & M	0	1,000	627	1,000
2471.00 #204 Gas & Oil	0	500	1,100	750
2472.00 #204 Insurance	0	2,500	2,500	2,500
2480.00 #218 R & M	0	500	275	500
2481.00 #218 Gas & Oil	0	250	600	250
2482.00 #218 Insurance	0	1,000	1,000	1,000
2900.00 Capital Contingency	0	0	0	0
2915.00 Miscellaneous	0	1,000	600	1,000
TOTALS	\$152,336	\$155,250	\$218,761	\$224,485

DTA
12/28/90

GAS FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
3301.00 Gas Sales	\$1,405,246	\$1,380,000	\$1,330,000	\$1,525,893
3304.00 Gas Tap Fees	21,240	30,000	29,000	28,050
3305.00 Gas Meter Sales	9,806	12,000	12,000	9,075
3308.00 Extended Gas Line	190	1,000	1,500	1,000
3310.00 Cut Gas Line	890	500	400	500
3320.00 Miscellaneous	0	500	100	500
TOTALS	\$1,437,372	\$1,424,000	\$1,373,000	\$1,565,018

GAS FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
3401.00 Salaries & Wages	\$122,398	\$ 91,509	\$108,735	\$ 93,700
3405.00 Bonuses	3,000	2,004	2,004	2,204
3406.00 Employer Fica	9,185	7,000	8,320	7,245
3408.00 Suta	2,326	3,295	1,201	2,272
3409.00 Retirement	10,240	5,490	7,530	5,179
3410.00 Group Insurance	16,851	11,896	17,000	14,100
3411.00 Uniforms	481	500	350	500
3420.00 Training & Travel	1,427	4,500	3,261	2,500
3421.00 Drug Testing	0	2,000	1,800	2,000
3430.00 Natural Gas	472,899	690,000	600,000	748,415
3435.00 Propane Gas	0	35,000	24,766	30,000
3436.00 Peak Shaving Plant	5,732	2,000	1,447	2,000
3438.00 Utility Barn R & M	0	500	0	0
3439.00 Utility Barn Util.	0	0	150	500
3440.00 Liab. & Prop. Ins.	0	0	0	0
3450.00 Gas Meter Purchases	8,815	12,000	13,015	5,800
3452.00 Pipe & Fittings	106,401	20,000	39,755	25,000
3454.00 Supplies	3,458	3,000	3,075	3,000
3456.00 Equipment Purchases	16,123	2,000	1,600	2,000
3458.00 Equipment R & M	5,679	5,000	4,000	5,500
3460.00 Tool Rental	929	1,000	750	1,000
3535.00 Transco Meter Phone	292	400	250	300
3471.00 Gas Auth. Meter Fee	0	16,000	15,845	17,500
3473.00 Gas Consultant	2,800	3,600	2,800	2,800
3475.00 Radio Transmit Fee	0	500	500	500
3477.00 Cathodic Protection	3,109	2,500	2,000	2,000
3479.00 Gas Leak Cont. Svc.	3,500	5,000	3,560	4,000

JMA
12/28/90

GAS FUND - EXPENSES, CONT'D.

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
3490.00 Other Cont. Svcs.	0	1,200	2,918	1,200
3500.00 #202 R & M	0	500	404	500
3501.00 #202 Gas & Oil	0	450	1,300	1,320
3502.00 #202 Insurance	0	2,000	2,000	2,000
3510.00 #205 R & M	0	500	1,150	1,000
3511.00 #205 Gas & Oil	0	700	1,500	1,320
3512.00 #205 Insurance	0	2,000	2,000	2,000
3520.00 Ground Bed Maint/Util	0	0	0	0
3521.00 #1 Davis Street	0	500	0	500
3522.00 #2 Whitehead Road	0	350	800	800
3523.00 #3 Price Road	0	350	925	925
3590.00 Bad Debt Expense	0	0	0	0
3595.00 Depreciation Expense	0	0	0	0
3600.00 Capital Contingency	0	0	0	92,920
3700.00 Miscellaneous	764	1,000	1,315	1,000
TOTALS	\$796,409	\$936,244	\$878,026	\$1,085,500

DNA
12/28/90

WATER FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
4301.00 Water Sales	\$458,744	\$525,000	\$491,900	\$528,528
4305.00 Water Tap Fees	98,700	97,750	106,000	40,700
4310.00 Water Meter Sales	10,844	8,500	9,200	3,700
4315.00 Water Backflow	4,961	4,250	4,700	1,850
4320.00 Cut Water Lines	641	1,000	0	1,000
4325.00 Miscellaneous	500	500	10	500
4345.00 Interest Earned	0	0	0	0
TOTALS	\$574,390	\$637,000	\$611,810	\$576,278

WATER FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
4401.00 Salaries & Wages	\$129,036	\$ 82,773	\$ 97,572	\$103,938
4405.00 Bonuses	0	660	660	1,753
4406.00 Employer Fica	9,644	6,335	7,465	8,000
4408.00 Suta	2,184	2,980	2,900	2,451
4409.00 Retirement	6,224	4,966	6,400	4,776
4410.00 Group Insurance	21,774	10,761	13,400	16,920
4411.00 Uniforms	1,036	500	350	500
4415.00 Bank Charges	4,770	0	50	150
4420.00 Training & Travel	1,892	2,000	1,450	1,500
4422.00 Water Meter Purchases	3,655	8,500	6,790	6,500
4424.00 Backflow Preventor	2,013	4,250	3,302	3,000
4431.00 G.C. #1 Water Tanks	188,554	250,000	225,000	220,742
4432.00 G.C. #2 P.I.B.	3,764	3,300	27,270	60,420
4433.00 G.C. #3 Davis St.	81	150	150	150
4434.00 G.C. #4 Whitehead Rd.	1,422	5,500	5,785	6,500
4435.00 G.C. #5 Hilltop	2,064	2,400	3,382	3,500
4436.00 G.C. #6 Pinedale	4,607	5,400	3,150	3,500
4437.00 G.C. #7 W. Price	8,950	12,200	8,806	10,000
4438.00 G.C. #8 Buford Hwy.	1,422	1,850	4,728	5,500
4439.00 G.C. #9 Car Wash	0	0	1,500	2,000
4444.00 Radio Transmit Fee	0	500	500	500
4445.00 Equipment Purchases	2,315	2,000	2,000	2,000
4447.00 Equipment Repair	4,973	5,000	3,740	5,000
4449.00 Tool Rental	1,087	1,000	750	1,000
4450.00 Pipe & Fittings	24,496	20,000	18,000	20,000
4452.00 Water & Tank Repair	5,890	5,000	600	2,500

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WATER FUND - EXPENSES, CONT'D.

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
4453.00 P.I.B. Pump Station	12,083	1,000	2,635	1,500
4454.00 Contract Services	27,454	2,000	100	1,500
4560.00 1974 G.O. Bond Prin.	10,000	10,000	10,000	10,000
4561.00 1974 G.O. Interest	10,000	10,000	10,000	10,000
4562.00 1974 G.O. Agent Fee	100	100	75	100
4565.00 Supplies	0	0	1,384	500
4566.00 Consulting Fees	0	1,000	3,065	1,500
4567.00 #215 R & M	0	0	261	500
4568.00 #215 Gas & Oil	0	0	1,300	1,000
4569.00 #215 Insurance	0	0	2,500	1,800
4570.00 #214 R & M	0	500	261	500
4571.00 #214 Gas & Oil	0	500	1,300	600
4572.00 #214 Insurance	0	650	2,500	650
4575.00 #209 R & M	0	1,000	1,908	1,500
4576.00 #209 Gas & Oil	0	700	1,100	600
4577.00 #209 Insurance	0	2,000	2,145	2,145
4580.00 #212 R & M	0	500	745	1,000
4581.00 #212 Gas & Oil	0	700	1,200	700
4582.00 #212 Insurance	0	2,000	2,000	2,000
4585.00 #216 R & M	0	1,000	1,350	1,500
4586.00 #216 Gas & Oil	0	700	1,000	800
4587.00 #216 Insurance	0	2,000	2,000	2,000
4589.00 Rural Water Assoc. Dues	0	100	100	100
4590.00 Miscellaneous	589	1,000	1,000	1,000
4599.00 Capital Contingency	0	0	0	0
TOTALS	\$492,079	\$475,475	\$495,629	\$536,295

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12/28/90

STREET & BRIDGE FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
5301.00 1965 State Grant	\$ 6,354	\$ 6,354	\$ 8,472	\$ 6,354
5302.00 1967 State Grant	4,540	4,540	6,053	4,540
5305.00 Subd. Sign Permits	750	1,250	1,250	500
5306.00 Subd. Revenues	0	750	117	500
5310.00 Street Sign Sales	0	0	720	1,000
TOTALS	\$ 11,644	\$ 12,894	\$ 16,612	\$ 12,894

STREET & BRIDGE FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
5401.00 Salaries & Wages	\$ 0	\$ 0	\$ 0	\$ 27,824
5405.00 Bonuses	0	0	0	200
5406.00 Employer Fica	0	0	0	2,172
5408.00 Suta	0	0	0	681
5409.00 Retirement	0	0	0	568
5410.00 Group Insurance	0	0	0	5,160
5410.01 Uniforms	0	0	0	150
5411.00 Street Patching	60,223	20,000	20,000	25,000
5412.00 Gravel	4,545	4,000	3,000	4,000
5413.00 Street Signs & Posts	2,360	1,800	2,535	2,200
5414.00 Street Lights	27,236	28,000	27,570	29,500
5415.00 Traffic Lights	549	12,000	600	1,000
5420.00 Equipment Purchases	27,746	4,000	500	2,000
5422.00 Equipment R & M	4,486	1,000	900	1,000
5424.00 Supplies	406	500	506	500
5430.00 Subdivision Signs	2,695	750	0	0
5435.00 Contract Services	0	0	331	0
5440.00 Capital Contingency	100	0	0	0
5449.00 Miscellaneous	0	500	200	500
TOTALS	\$130,346	\$ 72,550	\$ 56,142	\$102,455

DNA
12/28/90

SEWER FUND - REVENUES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
6301.00 Sewer Sales	\$126,655	\$150,000	\$144,025	\$195,297
6305.00 Sewer Tap Fees 20%	75,600	51,000	13,825	70,800
6306.00 Sewer Tap Fees 80%	302,400	204,000	55,300	283,200
6310.00 Sewer Inspections	1,641	1,000	6,500	2,500
TOTALS	\$506,296	\$406,000	\$219,650	\$551,797

SEWER FUND - EXPENSES

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
6401.00 Salaries & Wages	\$ 0	\$ 61,749	\$ 19,584	\$ 17,472
6405.00 Bonuses	0	1,176	115	115
6406.00 Employer Fica	0	4,703	1,568	1,337
6408.00 Suta	0	2,215	370	419
6409.00 Retirement	0	6,408	1,516	1,048
6410.00 Group Insurance	0	8,030	3,200	2,820
6411.00 Uniforms	0	300	200	200
6412.00 #208 R & M	0	0	1,500	1,500
6413.00 #208 Gas & Oil	0	0	1,400	1,700
6414.00 #208 Insurance	0	0	2,083	2,083
6420.00 Training & Travel	0	1,500	1,175	500
6422.00 Equipment Purchases	0	1,000	9,257	500
6424.00 Equipment R & M	0	1,000	12,280	1,000
6425.00 Chemicals	0	0	0	4,000
6426.00 Pipe & Fittings	0	5,000	6,137	3,000
6427.00 Supplies	0	2,000	4,104	3,000
6430.00 Southside Plant Expenses				
6431.00 Treatment Fees	0	57,000	58,000	51,840
6433.00 Plant Equipment	0	5,000	1,700	5,000
6435.00 Plant Equipment R & M	0	5,000	22,450	2,000
6437.00 Plant Supplies	0	2,000	350	1,000
6439.00 Plant Vehicle R & M	0	1,000	300	500
6441.00 Sludge Disposal	0	5,000	5,000	5,000
6443.00 Other	0	1,000	0	500
6500.00 Liftstation Expenses				
6501.00 N. Ave. W/Generator	0	1,000	400	1,000
6502.00 Old Suwanee Road	0	1,000	400	1,500
6503.00 N. Ave. W/out Gen.	0	1,000	300	750
6504.00 Pinecrest Road	0	6,000	5,000	6,000

DNA
12/28/90

SEWER FUND - EXPENSES, CONT'D.

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
6505.00 Old Cumming Road	0	2,250	1,400	2,000
6506.00 Oak Grove Drive	0	5,250	5,000	5,000
6507.00 Border Street	0	1,200	1,800	1,500
6508.00 Pine Street	0	1,500	1,300	2,200
6509.00 Hillcrest Drive	0	1,500	2,100	4,000
6510.00 Creek Lane	0	500	3,000	3,000
6511.00 Sugar Creek Drive	0	1,700	1,800	3,000
6512.00 Sycamore Summit	0	1,200	6,500	3,000
6513.00 Parkview North	0	2,500	1,100	3,750
6514.00 N. Gwinnett Townhomes	0	1,500	2,800	2,200
6515.00 Bent Creek	0	500	1,000	1,000
6516.00 Liftstation #16	0	500	0	0
6517.00 Hidden Meadows	0	500	350	1,500
6518.00 Parkview East	0	1,500	0	250
6519.00 Peachtree Village	0	1,000	700	1,250
6520.00 Shoney's	0	100	1,200	1,550
6521.00 Princeton Oaks	0	0	400	500
6530.00 Flowmeter	0	0	200	250
6541.00 Liftstation Alarms	0	250	150	150
6545.00 Liftstation Misc.	0	1,000	500	500
6550.00 1974 G.O. Bond Princ.	0	10,000	10,000	10,000
6551.00 1974 G.O. Bond Interest	0	10,000	10,000	10,000
6552.00 1974 G.O. Bond Agent Fee	0	50	75	50
6553.00 1989 Revenue Bond Princ.	0	36,000	0	90,000
6554.00 1989 Revenue Bond Int.	0	550,558	0	496,558
6599.00 Capital Contingency	0	0	0	56,301
TOTALS	\$ 0	\$811,139	\$209,764	\$815,293

DWA
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
VARIANCE OF PROPOSED 1991 BUDGET

	ACTUAL FY 1989	BUDGET FY 1990	ESTIMATED FY 1990	REQUESTED FY 1991
General Fund Revenues	\$ 596,759	\$ 548,858	\$ 662,059	\$ 627,420
General Fund Expenses	467,241	495,336	539,327	513,113
Sanitation Revenues	\$ 551,124	\$ 194,680	\$ 185,280	\$ 195,360
Sanitation Expenses	152,336	155,250	218,761	224,485
Gas Fund Revenues	\$1,437,372	\$1,424,000	\$1,373,000	\$1,565,018
Gas Fund Expenses	796,409	936,244	878,026	1,085,500
Water Fund Revenues	\$ 574,390	\$ 637,000	\$ 611,810	\$ 576,278
Water Fund Expenses	492,079	475,475	495,629	536,295
S & B Fund Revenues	\$ 11,644	\$ 12,894	\$ 16,612	\$ 12,894
S & B Fund Expenses	130,346	72,550	56,142	102,455
Sewer Fund Revenues	\$ 506,296	\$ 406,000	\$ 219,650	\$ 551,797
Sewer Fund Expenses	0	811,139	209,764	815,293
Total Funds Revenues	\$3,677,585	\$3,223,432	\$3,068,411	\$3,528,767
Total Funds Expenses	2,038,411	2,945,994	2,397,649	3,277,141
SUBTOTAL VARIANCES	\$1,639,174	\$ 277,438	\$ 670,762	\$ 251,626
Golf Course Revenues	\$ 0	\$ 0	\$ 0	\$ 220,220
Golf Course Expenses	\$ 0	\$ 0	\$ 0	\$ 471,846
GRAND TOTAL VARIANCES	\$ 0	\$ 0	\$ 0	\$ 0

DM
12/28/90

SUGAR HILL CITY GOVERNMENT
SUGAR HILL, GEORGIA
CAPITAL CONTINGENCY BUDGET FOR FISCAL YEAR 1991

General Fund

1) Computer System and Software.....	\$ 25,000
2) Carpeting for all Offices.....	\$ 7,000
3) Office Furniture.....	\$ 2,500

Gas Department

1) Meter for Reading Flow from Transco.....	\$ 10,585
2) 4" Plastic Squeeze Tool.....	\$ 3,500
3) Stream Cleaning Machine.....	\$ 5,000

Water Department

1) Replacement of Water Lines from 2" to 8":	
A) Dogwood Hills.....	\$
B) Loop Olivet Drive.....	\$
C) Oak Grove Drive.....	\$ 30,000
2) Water Line to Golf Course.....	\$

Sewer Department

1) Sewer Clean Out Machine.....	\$ 15,000
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Street & Bridge Department

1) Chipper.....	\$ 15,000
2) Cover for Back of Dump Truck.....	\$ 3,000
3) Tractor & Bush Hog.....	\$ 11,000
4) Rear Mount Broom Sweeper for Street.....	\$ 2,200
5) 4 Snapper Lawn Mowers.....	\$ 1,800

Additional employee positions needed:

Assistant City Manager.....\$ 25,000 - \$30,000
Would be responsible for Public Works,
Prison Crew, Street & Bridge, and
Construction of Sewer Plant.

DM
12/28/90



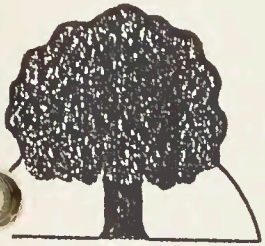
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12/28/90

THE PROPOSED 1991

GOLF COURSE BUDGET FOR THE CITY OF SUGAR HILL

FEB.

1



SUGAR HILL

GOLF COURSE

6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-0281

Dear Mayor and Council,

The proposed budget for 1991 is enclosed for your review. The proposed budget is our best effort to project expenses and revenue for 1991, since much of the project depends on weather, it is possible the budget will change several times before year end. We will make every effort to keep the Mayor and Council informed of any changes throughout the year. This will be accomplished through budget revisions and timely meetings.

Sincerely,

Bob Boltz
Director of Golf
City of Sugar Hill, Ga.

DBA
12/28/90

3

FEB.

MAR

SUGAR HILL GOLF COURSE
1991 OPERATING BUDGET

REVISED 12/18/90

	PROJECTED ACTUAL 1990	BUDGET 1990	REQUESTED 1991
SALARY & WAGES	24,568	0	198,574
EMPLOYER FICA	187	0	15,328
S.U.T.A.	590	0	4,809
GROUP INSURANCE	3,760	0	15,980
RETIREMENT	0	0	3,545
WORKMANS COMP. INS.	590	0	4,809
TRAINING & TRAVEL	0	0	4,370
MILEAGE ALLOWANCE	700	0	1,200
VEH./EQPMT. R & M	0	0	700
VEHICLE/EMPH. GAS & OIL	600	0	4,000
VEH./EQPMT.	0	0	0
OFFICE SUPPLIES	50	0	400
PRINTING	350	0	4,250
DUES & SUBSCRIPTIONS	250	0	1,500
POSTAGE EXPENSE	25	0	875
ADVERTISING	0	0	500
BUILDING REPAIR & MAINT.	0	0	899
RENTAL EQUIPMENT	0	0	3,300
ELECTRICITY	300	0	16,732
WATER	0	0	103,020
OUTSIDE CONSULTING FEES	500	0	2,500
PROPERTY & LIAB. INS.	0	0	0
BONDING EMPLOYEES	0	0	0
TELEPHONE EXPENSE	200	0	2,400
JANIT./CLEANING SUPPLIES	40	0	240
MISCELLANEOUS	100	0	600
PRISON CREW LABOR	3,334	0	16,670
IRRIGATION REPAIR & MAINT	0	0	4,200
PATH & BRIDGE REPAIR	0	0	1,740
GOLF ACCESSORIES	0	0	0
CROSS TIES	0	0	1,416
SAND & TOPSOIL	0	0	6,000
SOD & SEED	0	0	784
DRAINAGE	0	0	5,040
REFUSE DISPOSAL	0	0	0
LICENSES & PERMITS	0	0	800
LIME & FERTILIZER	0	0	20,500
OTHER CHEMICALS/PESTICIDE	0	0	22,000
OFFICE EQPMT. R & M	0	0	750
RADIO EQPMT. R & M	0	0	204
CART REPAIR & MAINT.	0	0	411
ATTORNEY FEES	0	0	0
SIGNAGE R & M	0	0	0
SMALL TOOLS	0	0	600
TOTAL	\$35,644	\$0	\$471,846

5
DWA
12/28/90

FEB.

MAN

December 10, 1990

This expense category includes projected salary and wages for the year. Please refer to the Salary & Wage Breakdown included as well as the Personnel Section of this Budget.

EMPLOYEE FICA

7.65% of total salary & wages figure.

S.U.T.A.

2.4% of total salary & wages figure.

GROUP INSURANCE

\$235.00 per month per full-time employee.

RETIREMENT

6% of total salary & wages for employees whose length of employment is one year or more.

WORKMAN'S COMPENSATION

2.4% of total salary & wages figure.

TRAINING & TRAVEL

January - this figure represents costs in attending the annual PGA show & conference in Orlando, Florida for Director of Golf and Clubhouse Manager. Costs include registration, lodging & food* and gas expense to drive to Orlando. This show allows us the opportunity to look at all merchandise and equipment used in the retail end of the golf operation. Seminars are available in the latest trends in the golf operations market.

February - this figure represents costs for the Director of Golf to attend the annual Golf Course Superintendents Association of America conference and show, this year being held in Las Vegas, Nevada. Costs include registration, air fare, lodging & food*. This show allows the opportunity to look at all equipment and materials used in the daily operations of golf course maintenance. Seminars are available in the management and operation of a golf course facility. These seminars are becoming more important with the federal and state regulations concerning pesticide applications, labor regulations and environment issues.

March through November - these figures represent monthly costs in attending local Golf Course Superintendent Association and PGA meetings & conferences.

9
JMA
12/28/90

December 10, 1990

December - this figure represents registration fees for the regional Golf Course Superintendents conference & show held in Atlanta by the local chapter of Golf Course Superintendents to be attended by the Director of Golf, as well as the monthly local Golf Course Superintendents Association and FGA meeting & conference.

*All convention expenses have been based on \$125.00 per day per person including lodging & meals.

MILEAGE ALLOWANCE

\$100.00 per month has been allocated for mileage paid to employees for the use of their personal vehicle for local company business when the company vehicles are not available.

EQUIPMENT REPAIR & MAINTENANCE

This figure represents contingency funds for the repair and maintenance of all vehicles and equipment. Figure was arrived by taking 1% of total purchase price cost of present and future equipment to be purchased as shown on the Capital Expense portion of the budget (374,460).

VEHICLE & EQUIPMENT GAS & OIL

This figure represents gas & oil expenses for all golf course vehicles & equipment. Less expense has been allocated during the winter months. This amount has been based on other golf course operating budgets.

VEHICLE & EQUIPMENT INSURANCE

No expense has been allocated as it is our understanding this will be covered under the City's Umbrella Policy.

OFFICE SUPPLIES

This figure represents office supply costs such as typewriter paper, pens, tape, staples, etc. and will increase beginning in September to accommodate Clubhouse and Pro Shop office supplies.

PRINTING

This figure represents costs to print scorecards and brochures in September & October for the initial opening of the golf course as well as re-stocking of stationery or business cards in November.

11
DMA
12/28/90

December 10, 1990

This figure represents projected costs for local and national Golf Course Superintendents Association, United States Golf Association and Professional Golf Association dues, as well as subscription to business related magazines such as Golf Digest, Pro Shop Operations, etc. The projected total of \$2,000 per year was prorated over 12 months since we do not have actual fees at this time.

POSTAGE

This figure represents normal postage usage with the exception of September when we project a major mailing (estimate 5,000) to promote the opening of the golf course.

ADVERTISING

This figure represents advertising in September & October in local newspapers to promote the opening of the golf facility.

BUILDING REPAIR & MAINTENANCE

This figure represents contingency funds for any possible repairs to present temporary maintenance building and 1% of total cost of clubhouse facility (\$280,000) per month once completed in September. This does not cover the permanent maintenance building at this time since we do not know when it will be built.

RENTAL EQUIPMENT

This figure represents contingency funds for the rental of equipment based on other golf course operations.

ELECTRICITY

This figure represents projected electricity costs for the day to day operation of the temporary maintenance building, the electric irrigation pumps beginning in May, and the clubhouse facility beginning in September.

WATER

This figure represents projected water usage for temporary maintenance building, then beginning in May, includes 400,000 gal. of purchased water per day for golf course irrigation through August, then dropping to 100,000 gal. purchased water per day for golf course irrigation in September and beginning in October no purchased water for golf course irrigation, but an additional ~~125,000 gal.~~ for clubhouse water usage.

~~40,000~~ 40,000 gal at \$1.71 / mg

B
JRS
12/28/90

December 10, 1990

After discussing rain days and run offs collected in ponds with Keck & Wood, we have been advised not to budget any rain waters therefore we are budgeting purchased water for golf course irrigation.

OUTSIDE CONSULTING FEES

This figure represents costs to obtain soil analysis for proper fertilization levels of all grassed areas.

PROPERTY & LIABILITY INSURANCE

It is our understanding this expense is covered under the City's Umbrella Policy.

BONDING EMPLOYEES

It is our understanding this expense is covered under the City's Umbrella Policy.

TELEPHONE EXPENSE

This figure represents telephone expense for temporary maintenance building based on present invoices. This amount will increase in September when a four line telephone system will be installed in the clubhouse (based on other golf course operations).

JANITORIAL/CLEANING SUPPLIES

This figure represents projected costs of general cleaning supplies used to clean the temporary maintenance building and clubhouse facility.

MISCELLANEOUS EXPENSES

This figure represents contingency funds for miscellaneous items which are not described in any other category.

PRISON CREW

This figure represents prison crew costs for daily tasks involving rock pick-up, tree removal & disposal, sand bunker installation and general raking, shoveling needed.

If for some reason this crew is not used, we will need to add approximately 8-10 people in our salary and wages category to perform these tasks.

15
DMA
12/28/90

FEB.

December 10, 1990

This figure represents 1% of the total material cost of the irrigation system (\$500,000) as a basis for projected maintenance costs beginning in March.

PATH & BRIDGE REPAIR

This figure represents 1% of the total cost of path and bridge installations (\$174,000) as a basis for projected maintenance costs beginning in October.

GOLF ACCESSORIES

No amounts have been budgeted as these costs will be included in the initial Capital Expenditures purchase of Golf Pro Shop Equipment and Supplies.

CROSS TIES

This figure represents 1% of the total cost of cross tie and curbing installation (\$142,000) as a basis for projected maintenance costs beginning in January.

SAND & TOP SOIL

This figure represents contingency funds for sand replacement/addition to bunker areas and additional soil needed for low areas.

SOD & SEED

This figure represents 1% of the total cost to sprig/seed the golf course (\$134,436) as a basis for projected maintenance costs beginning in June.

DRAINAGE

This figure represents contingency costs for drainage areas which may need to be constructed after contract. This amount was based on other golf course operations.

REFUSE DISPOSAL

It is our understanding this will be taken care of at no cost by the City.

LICENSES & PERMITS

This figure represents projected costs for business, food & beverage, pesticide and any other necessary licenses.

17
DMA
12/8/90

FEB.

December 10, 1990

This figure represents projected costs for nutrients needed for the turf areas of the golf course. These costs are based on other golf course operations and our soil tests.

OTHER CHEMICALS (PESTICIDES)

This figure represents projected costs for chemicals needed encompassing fungicides, insecticides, herbicides and etc. for the turf areas of the golf course. These costs are based on other golf course operations.

OFFICE EQUIPMENT REPAIRS & MAINTENANCE

This figure represents 1% of total office & clubhouse equipment (\$75,000) as a basis for projected maintenance costs.

RADIO EQUIPMENT REPAIRS & MAINTENANCE

This figure represents 1% of the total cost of radio equipment (\$2,000) as a basis for projected maintenance costs.

CART REPAIR & MAINTENANCE

This figure represents 1% of the total cost of golf carts (\$165,000) as a basis for projected maintenance costs starting in October.

SMALL TOOLS

This figure represents projected costs involved in purchase/replacement of small hand tools, rakes, shovels, etc.

ATTORNEY FEES

None projected

SIGNAGE REPAIR & MAINTENANCE

No costs are budgeted for 1991 as extra signage will be purchased with the initial Capital Expenditure.

19
DWA
12/28/90

December 10, 1990

The Director of Golf is responsible to the Mayor and Council, promoting the game of golf and ensuring that the overall operation, objectives, policies, programs, and fiscal practices of the facility are implemented, administered, and maintained.

The Director shall be responsible for delegating to subordinates appropriate authority to fulfill a portion of assigned responsibilities.

Hire Date 3/1/90

Salary \$44,200 per year

CLUBHOUSE MANAGER - Wade Queen

The duties of the Clubhouse Manager for the next several months or until opening date will be to assist the Director of Golf in the planning and supervision of all phases of construction and erosion control. He will also be looking at vendors for the pro shop, equipment and supply price shopping, along with other duties which the Director of Golf may direct.

Hire Date 9/17/90

Salary \$25,500 per year

21

JMA
12/28/90

FEB.

The duties of the Irrigation Technician will be to run the trencher and supervise the erosion control crew until the construction of the irrigation system begins. At that time, he will be involved with the irrigation.

Hire Date 7/23/90

Salary \$17,500 per year

GOLF COURSE SUPERINTENDENT - To be named

The duties of the Golf Course Superintendent includes the supervision and maintenance of the golf course including cultivation and maintenance of all turf, trees, shrubs, and other plant life. Supervise the duties of all maintenance employees of the course and to maintain sand bunkers, tees, and greens to achieve a first class golf course. Reports to the Director of Golf.

Hire Date March 1991

Salary \$25,500 per year (\$21,250 actual 1991)

23

DMA
12/28/90

FEB.

SECRETARY - Lisa Terry

The duties of the Secretary are to act as receptionist and secretary to the Director of Golf and Clubhouse Manager. Duties include general office such as setting appointments, filing, typing, processing invoices and purchase orders. She assists with obtaining comparative pricing of various equipment and materials and will assist the Director of Golf and Clubhouse Manager in various responsibilities once the clubhouse is open such as planning events, outings, etc. and advertising.

Hire Date 1/13/90

Wage \$7.00/hr. \$14,560 per year (40 hrs./wk)

GOLF COURSE LABORERS

Employees will assist Golf Course Superintendent with maintenance of the golf course.

Employees will include:

- 2 full-time employees to start in March 1991 @ \$6.00 per hour then increased to \$6.25 in June 1991.
- 2 full-time employees to start in May 1991 @ \$6.00 per hour then increased to \$6.25 in August 1991.
- 1 full-time employee to start in June 1991 @ \$6.00 per hour then increased to \$6.25 in September 1991.
- 2 part-time employees January 1991-Dec. 1991 - 1 @ 5.50 per hour, 1 @ \$5.00 per hour
- 6 part-time rangers to work Oct. 15 - Nov. 15 @ \$5.50 per hour

KITCHEN PERSONNEL:

1 part-time Snack Bar employee to start in October @ \$5.50 per hour

CLEANING/MAINTENANCE:

1 full-time employee to start in October @ \$5.50 per hour

25
DJA
12/28/90

PRO SHOP EMPLOYEES:

REVISED 12/18/90

Page 2 of 2

1 full-time employee to start in October @ \$6.00 per hour
then increase to \$6.25 January, 1992.

1 part-time employee to start in October @ \$5.50 per hour

1 full-time cart employees to start in October @ \$5.50 per hour

29
DVA
12/28/90

FEB.

FEB.

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TOTAL

SUGAR HILL GOLF COURSE
1991 OPERATING BUDGET
MONTHLY BREAKDOWN

REVISED 12/18/90

DESCRIPTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
SALARY & WAGES	9,618	9,618	13,923	13,923	15,903	17,029	17,029	17,115	17,159	23,085	23,084	23,084	21,296 198,574
EMPLOYER FICA	736	736	1,057	1,057	1,217	1,303	1,303	1,309	1,313	1,766	1,766	1,766	15,328
S.U.T.A.	231	231	332	332	332	409	409	411	412	554	554	554	4,809
GROUP INSURANCE	470	470	470	470	470	1,175	1,645	1,880	1,880	1,880	1,880	3,290	15,980
RETIREMENT	0	0	221	221	221	294	294	382	382	510	510	510	3,545
WORKMANS COMP. INS.	231	231	332	332	382	409	409	411	412	554	554	554	4,809
TRAINING & TRAVEL	760	1,260	210	210	210	210	210	210	210	210	210	460	4,370
MILEAGE ALLOWANCE	100	100	100	100	100	100	100	100	100	100	100	100	1,200
VEH./EQPMT. R & M	0	0	300	0	150	0	150	0	100	0	0	200	900
VEHICLE/EQUIP. GAS & OIL	300	300	300	300	400	400	400	400	300	300	300	300	4,000
VEHICLE/EQUIP. INSURANCE	0	0	0	0	0	0	0	0	0	0	0	0	0
OFFICE SUPPLIES	25	25	25	25	25	25	25	25	50	50	50	50	400
PRINTING	0	0	0	0	0	0	0	2,000	2,000	0	250	0	4,250
DUES & SUBSCRIPTIONS	125	125	125	125	125	125	125	125	125	125	125	125	1,500
POSTAGE EXPENSE	0	0	25	0	0	25	0	0	800	25	0	0	875
ADVERTISING	0	0	0	0	0	0	0	0	250	250	0	0	500
BUILDING REPAIR & MAINT.	100	0	0	0	100	0	0	0	0	233	233	233	899
RENTAL EQUIPMENT	275	275	275	275	275	275	275	275	275	275	275	275	3,300
ELECTRICITY	50	50	50	50	1,833	1,833	1,833	1,833	2,300	2,300	2,300	2,300	16,732
WATER	50	15,050	50	50	20,570	20,570	20,570	20,570	5,180	120	120	120	103,020
OUTSIDE CONSULTING FEES	0	1,250	0	0	0	0	0	1,250	0	0	0	0	2,500
PROPERTY & LIAB. INS.	0	0	0	0	0	0	0	0	0	0	0	0	0
BONDING EMPLOYEES	0	0	0	0	0	0	0	0	0	0	0	0	0
TELEPHONE EXPENSE	100	100	100	100	100	100	100	100	400	400	400	400	2,400
JANIT./CLEANING SUPPLIES	20	20	20	20	20	20	20	20	20	20	20	20	240
MISCELLANEOUS	50	50	50	50	50	50	50	50	50	50	50	50	600
PRISON CREW LABOR	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	0	0	16,670
IRRIGATION REPAIR & MAINT	0	0	420	420	420	420	420	420	420	420	420	420	4,200
PATH & BRIDGE REPAIR	0	0	0	0	0	0	0	0	0	580	580	580	1,740
GOLF ACCESSORIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CROSS TIE	118	118	118	118	118	118	118	118	118	118	118	118	1,416
SAND & TOPSOIL	500	500	500	500	500	500	500	500	500	500	500	500	6,000
SOD & SEED	0	0	0	0	0	112	112	112	112	112	112	112	784
DRAINAGE	420	420	420	420	420	420	420	420	420	420	420	420	5,040
REFUSE DISPOSAL	0	0	0	0	0	0	0	0	0	0	0	0	0
LICENSES & PERMITS	0	0	0	0	0	500	0	0	0	300	0	0	800
LIME & FERTILIZER	2,400	0	0	500	2,500	2,000	5,000	2,500	0	2,500	3,100	0	20,500
OTHER CHEMICALS/PESTICIDE	0	0	0	3,200	3,200	3,200	3,200	3,200	0	3,200	2,800	0	22,000
OFFICE EQPMT. R & M	63	63	63	63	63	63	63	63	63	63	63	63	750
RADIO EQPMT. R & M	17	17	17	17	17	17	17	17	17	17	17	17	204
CART REPAIR & MAINT.	0	0	0	0	0	0	0	0	0	137	137	137	411
ATTORNEY FEES	0	0	0	0	0	0	0	0	0	0	0	0	0
SIGNAGE R & M	0	0	0	0	0	0	0	0	0	0	0	0	0
SMALL TOOLS	50	50	50	50	50	50	50	50	50	50	50	50	600
TOTAL	\$18,475	\$32,725	\$21,119	\$24,494	\$51,486	\$53,418	\$56,513	\$57,532	\$37,083	\$42,891	\$41,097	\$36,807	\$471,846

21,296

7
JMS
12/28/90

SALARY & HOURLY WAGES EXPENSE BREAKDOWN REVISED 12/18/90

	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
SALARIED EMPLOYEES:													
DIRECTOR OF GOLF	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	44,200
CLUBHOUSE MANAGER	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	25,500
IRRIGATION TECHNICIAN	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	17,500
GREENS SUPERINTENDENT	0	0	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	2,125	21,250
HOURLY WAGE EMPLOYEES:													
SECRETARY @ \$7.00/HR.	1,213	1,213	1,213	1,213	1,213	1,213	1,213	1,213	1,213	1,213	1,213	1,213	14,560
GOLF COURSE LABORERS:													
1 PART-TIME @ 5.50/HR. (APPROX. 25 HRS./WK.)	596	596	596	596	596	596	596	596	596	596	596	596	7,150
1 PART-TIME @ \$5.00/HR. (APPROX. 25 HRS./WK.)	542	542	542	542	542	542	542	542	542	542	542	542	6,500
2 FULL TIME @ \$6.00/HR. (increase to \$6.25/hr. 90 days)	0	0	2,080	2,080	2,080	2,166	2,166	2,166	2,166	2,166	2,166	2,166	21,402
2 FULL-TIME @ \$6.00/HR. (increase to \$6.25/hr. 90 days)	0	0	0	0	2,080	2,080	2,080	2,166	2,166	2,166	2,166	2,166	17,070
1 FULL-TIME @ \$6.00/HR. (increase to \$6.25/hr. 90 days)	0	0	0	0	0	1,040	1,040	1,040	1,083	1,083	1,083	1,083	7,452
6 PART-TIME RANGERS @ \$5.50/HR. APPROX. 25 HRS./WK. 10/15-11/15)	0	0	0	0	0	0	0	0	0	1,782 1,789	1,782	1,782	3,571 3,571
KITCHEN EMPLOYEES:													
1 PART-TIME @ 5.50/HR. (APPROX. 25 HRS./WK.)	0	0	0	0	0	0	0	0	0	596	596	596	1,787
CLEANING/MAINTENANCE:													
1 FULL-TIME @ \$5.50/HR.	0	0	0	0	0	0	0	0	0	953	953	953	2,860
PRO SHOP EMPLOYEES:													
1 FULL-TIME @ 6.00/HR. (increase to \$6.25/hr. 90 days)	0	0	0	0	0	0	0	0	0	1,040	1,040	1,040	3,120
1 PART-TIME @ 5.50/HR. (APPROX. 25 HRS./WK.)	0	0	0	0	0	0	0	0	0	596	596	596	1,787
1 FULL-TIME CART EMPLOYEE @ \$5.50/HR.	0	0	0	0	0	0	0	0	0	953	953	953	2,859

TOTAL	9,618	9,618	13,823	13,823	15,903	17,029	17,029	17,115	17,158	23,085	23,084	23,084	200,355 190,186 198,574
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29 JMA 12/28/90

198,581

198,574



HOMESTEAD EXEMPTIONS

There are currently 4 cities in Gwinnett County that have gone through the proper procedures to give homestead exemptions on property taxes. The following is a listing of these cities and the amount of exemptions they give:

<u>City</u>	<u>Regular Exemption</u>	<u>Additional Exemption</u>	<u>Qualifications for Add. Exempt.</u>
Lilburn	\$5,000 Apply at County	\$10,000 Apply at City	65+ years of age and/or disabled with an annual income of \$25,000 or less.
Snellville	\$2,000 Apply at County	\$2,000 Apply at City	65+ years of age and/or disabled.
Norcross	\$9,000 Apply at County	\$18,000 Apply at City	62+ years of age and/or disabled.
Dacula	\$7,000 Apply at County	N/A	

There are four items that I need decisions on:

- 1) The amount of the regular homestead exemption needs to be determined.
- 2) Do you want to give additional exemptions for the elderly and/or disabled?
- 3) If you do want additional exemptions for the elderly and/or disabled, the amount of the additional exemption needs to be determined.
- 4) Finally, the location where residents need to apply for these exemptions needs to be determined.

This is for your review and I plan to have this item on the agenda for the regular Council Meeting in February for a vote. I will have a report in your packets for that meeting which will include the cost to the City using several different exemption fees.

VOTER REGISTRATION LISTS

On Friday, January 25, 1991, Superintendent of Elections Beulah Fowler and myself attended a seminar with the Gwinnett County Elections & Voter Registration Department. Bill Northquest, Elections Supervisor for the County, stated that there is a bill (HB205) which is now in the House Governmental Affairs Committee, which would mandate all municipalities to utilize the County's Voter Registration List. Currently, the cities have the option of having their own Voter Registration List or utilizing the County's.

Mrs. Fowler and myself feel that it could be to our advantage to have the County maintain our Voter Registration List. There is no charge for this service from the County because they already have the information for their own list. The City would still handle our own elections and citizens can still register to vote at City Hall.

The following are some advantages and disadvantages of allowing the County to maintain our Voter Registration List:

Advantages

- 1) The administrative burden on us would be greatly reduced. We would no longer have to compare the County list to ours every quarter. We would not have to do the data entry to add, change or purge voters. We would no longer have to enter data onto the computer after each election as to whether or not the person has voted. We would not have to file and maintain our own records. We would no longer have the expense in labor costs and postage to notify voters when they are about to be purged from our list.
- 2) Voter confusion would be eliminated since they would only have one governmental office to deal with and they would only receive one purge notification instead of two.
- 3) During elections, any question of whether or not someone is a registered voter, can be directed solely to the County.
- 4) There is less chance of error since all Voter Registration Cards are sent directly to the County and the County would not be responsible for sending us a copy of their card. This is where we have found the most errors; when the County does not send us a copy in a timely manner or at all.

Disadvantages

- 1) The City would not have as much control with the Voter Registration List. We would still have to compare the list right before an election, however, Beulah would not be the final authority concerning certain matters, where she has in the past.
- 2) There may be problems in determining whether or not a voter lives within our boundaries. We are currently having this problem and are taking extra measures to ensure correct coding at the County level.

This information is only for your review and to notify you of the current proposed legislation. This matter will be on the agenda for the regularly scheduled Council Meeting in February for a vote.

HB 113 is pending in the House State Planning & Community Affairs Committee.

Municipalities Required to Use County Voter Registration System

Rep. Bob Holmes (HB 205)

HB 205 amends the general election code to mandate that all municipalities utilize the county voter registration system. It prohibits municipalities from maintaining a separate municipal registration system. The mandate is effective January 1, 1992. The county board of registrars is required to appoint the registrars in each municipality in the county as deputy registrars of the county.

GMA opposes this legislation for a number of reasons. The current law allows Georgia's cities to use the county registration system. Only about 30 percent of our cities now use the county system. Many counties do not currently possess the capability or technology for maintaining municipal registration lists because of the difficulty in determining electors located inside city boundaries, as well as electors located within different city election districts. If a single county registration system is not accurate, it is detrimental to voter participation in municipal elections. The wholesale requirement of municipal use of county voter registration could cause chaos in many municipal elections and create as many problems for county registrars as for municipal registrars.

HB 205 is pending in the House Governmental Affairs Committee.

AIRPORT LEGISLATION

Four House bills were introduced the first week of the session to make it more difficult for airports to be located outside the boundary of a municipality. The bills include the following:

• **Rep. Bill Barnett (HB 45)**

This bill forbids condemnation for airport purposes outside municipal boundaries without approval of governing body of entity where land is located. HB 45 has been assigned to the House Judiciary Committee.

• **Rep. Bill Barnett (HB 46)**

This bill is identical to HB 45 except that it also subjects the proposed airport to local zoning restrictions. HB 46 is pending in the House State Planning & Community Affairs Committee.

• **Rep. Michael Beatty (HB 121)**

This bill prohibits a city located in two counties, with the majority of its population in one county, from acquiring property for an airport in the county where the minority of the population is located, without referendum approval of the voters in the county where the airport is to be located. HB 121 is assigned to the House State Planning & Community Affairs Committee.

• **Rep. Wyc Orr (HB 166)**

This bill requires a referendum of the electors in affected counties and municipalities prior to acquiring property for airport runway purposes or operating airport runways in those counties or municipalities. HB 166 has been assigned to the House State Planning & Community Affairs Committee.

The three House bills which were assigned to the House State Planning & Community Affairs Committee were considered by a subcommittee on January 22. The subcommittee took no formal action since the legislature is in recess. However, the subcommittee requested that the Atlanta Regional Commission expedite their decision concerning the location of the second Atlanta airport since the uncertainty is having a negative impact upon development in the counties which are under consideration for the second airport.

Elections: Plurality Vote

Rep. Tyrone Brooks (HB 100)

This legislation provides that in any state or local primary or election the candidate receiving a plurality, instead of a majority of the votes cast, shall be nominated or elected. HB 100 has been assigned to the House Governmental Affairs Committee.

Single-Member Districts

Rep. Tyrone Brooks (HB 103)

This legislation provides that each local board of education and each county and municipal governing authority in the state shall consist of not less than five members, each of whom shall be elected from and by voters of a single-member district. HB 103 has been assigned to the House Education Committee.

Subrogation Against Forfeitures by Workers' Compensation Insurers

Rep. Bobby Lawson (HB 144)

This legislation would allow subrogation by workers' compensation insurers against forfeitures. HB 144 has been assigned to the House Judiciary Committee.

Workers Compensation: Subrogation of Employee Rights

Rep. Crawford Ware (HB 222)

This legislation provides that employers providing workers' compensation benefits shall be subrogated to the rights of injured employees or those entitled to recover on behalf of an injured or deceased employee against a third party. HB 222 has been assigned to the House Judiciary Committee.

Special Elections: Uniform Dates

Rep. Bob Holmes (HB 195)

This legislation requires that all special elections be held on certain uniform dates. HB 195 has been favorably reported by the House Governmental Affairs Committee.

FEB.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: CITY MANAGER
DATE: JANUARY 28, 1991
RE: CLERK'S CONFERENCE (FEBRUARY 11-13)

In August of last year, you authorized the City Clerk and myself to attend the Clerk's Conference in September. There was an unexpected chain of events which caused us to miss this conference.

There was funds budgeted for this conference again this year in order for us to take our Certification Exams. The conference will be held February 11-13 in Athens.

Please mark your calendars that we will be out of town during this time, however, we will drive back Monday, February 11, 1991 for the Council Meeting.

FEB.

PROPOSED LEGISLATIVE ANNEXATIONS

Property #1 - Fred Fister Property

Development - This property will not be developed by the property owner. The property will be sold. Price Road, leading to the property, would have to be upgraded for the development by the developer.

Acres - 42

County Zoning - R-75

Requested Zoning - RS-100

Contingent to City - This property is .63 miles from the existing boundaries.

Utilities - City Gas Only

Approximate Lot Development - 60 Lots

Tap Fees Generated on 60 lots - \$13,500	Gas Tap Fees
	\$120,000 Sewer Tap Fees
	<u>\$133,500</u> Total Tap Fees

Average cost of House - \$100,000

Property Taxes calculated at 6 Mils - \$14,400 annually

Average Monthly Gas Bill - \$548.92 - \$32,935 annually

Average Monthly Sewer Bill - \$195.60 - \$11,736 annually

Average Monthly Sanitation Bill - \$60 - \$3,600 annually

Sanitation Subsidy - \$1,670 annually

Sewer capacity used at 400 gpd per household is 24,000 gpd.

Property #2 - Joe Nodvin Property

Development - This property is already developed with all needed infrastructure, except sewer. The development has been approved by Gwinnett County for residential development. The property is contingent with the golf course property.

Acres - 33

County Zoning - R-75

Requested Zoning - RS-100

Contingent to City - Yes

Utilities - City Gas Only

Lots to be developed - 51 Residential Lots

Tap Fees Generated for these 51 lots - \$11,475	Gas Tap Fees
	\$102,000 Sewer Tap Fees
	<u>\$113,475</u> Total Tap Fees

Average cost of House - \$100,000

Property Taxes calculated at 6 Mils - \$12,240 annually

Average Monthly Gas Bill - \$548.92 - \$27,995 annually

Average Monthly Sewer Bill - \$195.60 - \$9,976 annually

Average Monthly Sanitation Bill - \$60 - \$3,060 annually

Sanitation Subsidy \$1,420 annually

Sewer capacity used at 400 gpd per household is 20,400 gpd.

Property #3 - Button Gwinnett Property

Development - This property adjoins the City's landfill. The proposed property will be permitted for future landfill use.

Acres - 16
Contingent to City - Yes

*county zoning - AF
proposed zoning - HM 1?*

Property #4 - Meca Property

Development - This property is to be developed for Planned Unit Development.

Acres - 462.7
County Zoning - R-75 (Back) C-1 (Facing Highway 20)
Requested Zoning - Planned Unit Development

Lots to be developed - 704 Residential Lots (65-75 lots in Phase I)	
Fees Generated for these 65 lots -	\$130,000 Sewer Tap Fees
	\$ 14,625 Gas Tap Fees
	\$ 11,700 Grading Permit
	\$ 350 Filing Fee
	\$ 100 Review Fee
	\$ 463 Development Fee (Clearing&Grubbing)
	\$ 650 Development Fee (\$10/Res.Lot)
	<u>\$157,888</u> Total Fees for Phase I

Average cost of House - \$100,000
 Property Taxes calculated at 6 Mills - \$15,600 annually
 Property Taxes on 463 undeveloped acres - \$1,955.54 annually
 Average Monthly Gas Bill - \$548.92 - \$35,680 annually
 Average Monthly Sewer Bill - \$195.60 - \$12,714 annually
 Average Monthly Sanitation Bill - \$60 - \$3,900 annually
 Sanitation Subsidy \$1,809.60 annually

Sewer capacity used at 400 gpd per household is 26,000 gpd.

Property #5 - Queen & Jones Property

Development - There are no plans to develop or sell these properties at this time.

Edith Queen - Residential Lot
 Jackie L. Queen & Emily K. Queen - Residential Lot
 Mary Deaton - Residential Lot
 Edwin Jones - " "
 4 Residential Lots
 County Zoning - R-75
 Contingent to City - Yes, across Highway 23
 Utilities - City Gas and Sewer

*approximately
10 acres*

FEB.

FEB.

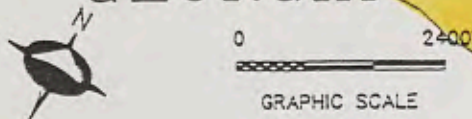
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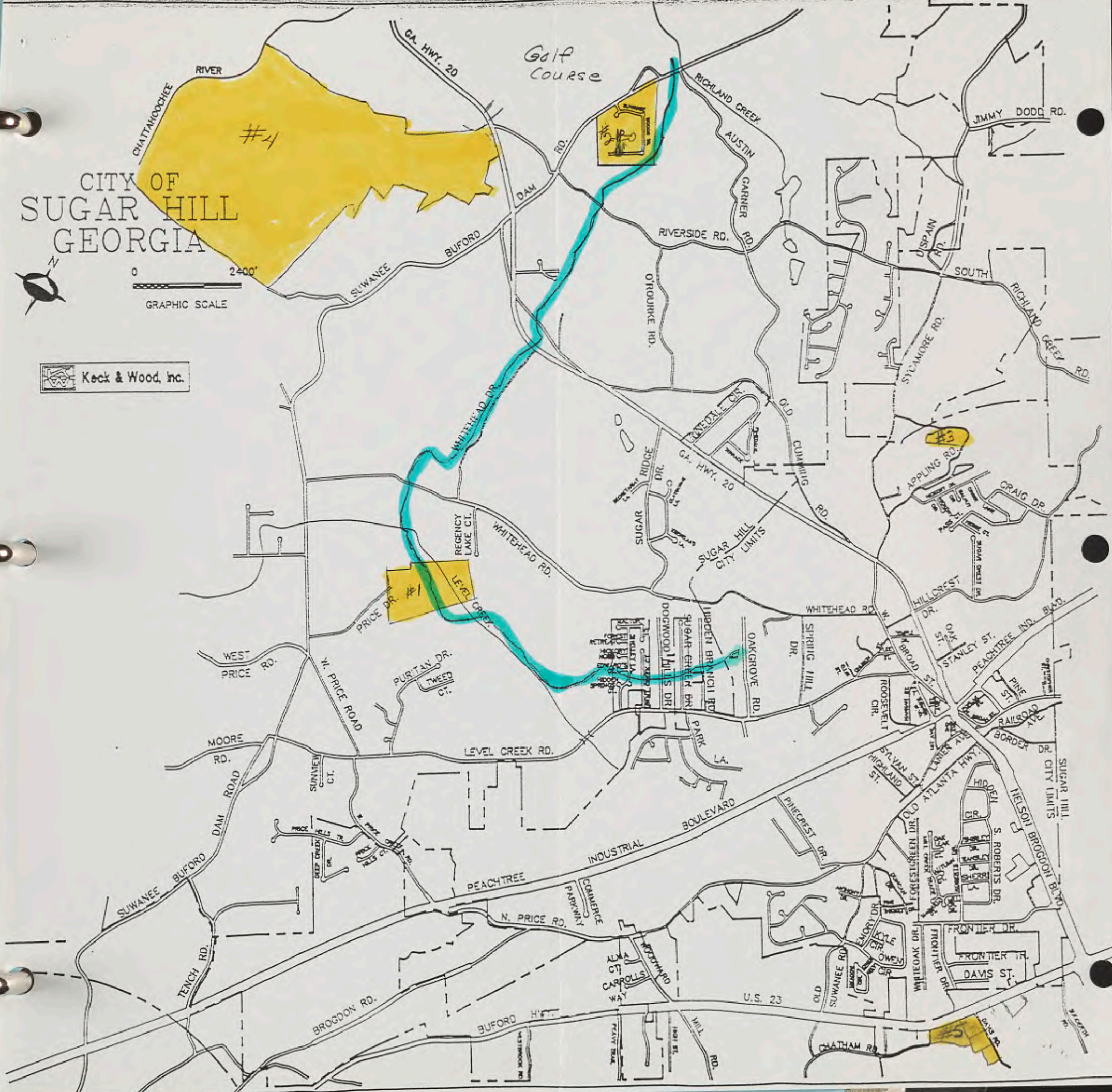
MAY

JUNE

CITY OF SUGAR HILL GEORGIA



Keck & Wood, Inc.





CALLLED COUNCIL MEETING
MONDAY, JANUARY 28, 1991
7:00 P.M.

A G E N D A

- A) Adopt 1991 Budget
- B) Homestead Exemptions
- C) Voter Registration Lists
- D) Clerks Conference (Feb. 11-13)
- E) Annexations

WORK SESSION
AFTER CALLED COUNCIL MEETING

A G E N D A

- A) Vandalism
- B) Vehicular Food Vendors
- C) Fee Structure for Golf Course
- D) Fee Structure for Residents
- E) Review of Breakeven Chart
- F) Review of Course Sodding or Sprigging
- G) Options Available to Reduce 1991
Construction & Operations Costs
- H) Current Cash Flow Analysis
- I) Location of Maintenance Facility
and Construction Costs.
- J) Irrigation Update
- K) Willard Byrd Services
- L) Manpower Utilization

WORK SESSION
MONDAY, JANUARY 28, 1991
AFTER CALLED COUNCIL MEETING

MINUTES

In attendance: Mayor Pro-Tem Dave Hawthorne, Council Members Roger Everett, Thomas Morris and Bobbie Queen, City Engineer Jim Stanley, City Manager Kathy Williamson, Director of Golf Bob Boltz, Clubhouse Manager Wade Queen, Director of Finance Sandy Richards and City Clerk Judy Foster.

Mayor Pro-Tem Hawthorne calls the Work Session to order at 9:20 p.m.

Mayor Pro-Tem Hawthorne asks that everyone stick to the matter at hand due to the amount of items to discuss and the lack of time.

Vandalism

Mayor Pro-Tem Hawthorne recommends hiring a security company to watch over City Hall, the park, the golf course and the maintenance barn at the landfill. Council Member Everett recommends moving a mobile home in at the park or somewhere convenient to the locations to be surveyed and we could choose to exchange their salary for their rent. Council Member Queen states that she spoke with the Recreation Board about these problems and they are willing to consider any ideas. Mr. Boltz states that he has obtained some quotes for security services. Mr. Hawthorne asks Mr. Boltz to give his information to Mrs. Williamson and she will put together a report on different alternatives and pricing for these alternatives.

Vehicular Food Vendors

City Manager Kathy Williamson states that she needs to know exactly what the Council wants regarding vehicular food vendors. Discussion is held on this matter. Mayor Pro-Tem Hawthorne recommends permitting vehicular food vendors in the City, but to limit the time they are permitted at any one location. Mr. Hawthorne also states that a provision can be in the Ordinance to exempt the City from this time limit for City functions held on City property. Mrs. Williamson will get with the City Attorney to discuss this proposal.

Fee Structure for Golf Course

Mayor Pro-Tem Hawthorne presents a report which shows projected revenue for the City from greens fees and half cart fees calculated by using annual rounds of golf ranging from 30,000 to 50,000 rounds. Refer to report. Discussion held on this matter. Council Member Morris asks what is a realistic number of rounds expected per year. Mr. Boltz states that he used 40,000 rounds in the budget and this number was derived from equivalent golf courses in the area and the number of rounds they have per year. Mr. Queen states that the fees other comparative golf courses were charging is averaged at \$27.00.

Review of Sodding or Sprigging Golf Course

Mayor Pro-Tem Hawthorne presents a report which shows how much revenue would be generated for 1991 from greens fees and half cart fees if the golf course is sodded instead of sprigged. Refer to report. Mr. Hawthorne

states that there would be more play time, however, there still would not be enough revenue generated to offset the cost of sodding. Discussion is held on this matter. Mr. Hawthorne asks Mr. Stanley what his feelings are concerning this matter. Mr. Stanley states that he feels the Mayor and Council have been trying very hard to save a penny on this project and it is costing the City even more in doing so. Mr. Hawthorne states that the reason we are having these work sessions to discuss matters at the golf course is so that the Council can have a better understanding of the operations in order to have more knowledge to make a responsible decision on these matters and he hopes this is beneficial to everyone.

Mr. Hawthorne asks Mrs. Williamson about the status of the GEFA funds. Mrs. Williamson states that she met with Mr. Stanley and Dennis Benz with Keck & Wood and she was informed that it was a long drawn out process to obtain these funds. Mrs. Williamson states that they were not sure about the amount of funds the Council wanted or whether or not the funds could be paid back and how they would be paid back. Mr. Stanley states that these are not grants, they are loans which have to be paid back. Mr. Hawthorne states that he understands that and he met with GEFA representatives at the Mayor's Day Convention and they are sending him some information on this matter and he will meet with the City Manager and the Director of Finance to discuss this further.

Location of Maintenance Facility and Construction Costs

Director of Golf Bob Boltz states that as the irrigation system is installed, there is a communication cable that needs to be placed in the location of the maintenance building. Mr. Boltz questions whether or not the proposed site for the maintenance building has enough space to be able to expand when necessary. Mr. Stanley states that there is not enough space for a maintenance barn and the sewer treatment plant both. Mr. Boltz's recommendation is to put the maintenance barn where the current temporary barn is now. The only hesitation he has is the close proximity of the main entrance to the golf course, however, he feels the perimeter of the maintenance barn can be kept attractive through a decorative fence and landscaping. Mr. Stanley states that he agrees with Mr. Boltz's recommendation. There is a general consensus of the Council to authorize Mr. Boltz to place the maintenance barn at the existing site of the temporary building.

Willard Byrd Services

City Engineer Jim Stanley states that the original contract with Willard Byrd & Associates has expired and Mr. Byrd has written him a letter stating that any further services provided by him would be charged at \$100/hour. Mr. Stanley states that he has reviewed the contract and this matter is justified, with the exception of the final inspection. Mr. Stanley states that the final inspection is a part of the original contract and he has advised Mr. Byrd that the City has no intention of paying him extra for this service.

Manpower Utilization

Mayor Pro-Tem Hawthorne states that he and Mr. Boltz feel that they can operate the golf course with a maximum of 4 to 5 salaried employees and hire temporary and part time help only as needed. This will save the City alot of money. Mr. Hawthorne asks Mrs. Richards to research the savings of temporary help and find out the maximum number of hours an employee has to work before they are considered full time.

LAS Permit

City Manager Kathy Williamson states that Mr. Stanley has given her a letter regarding the expiration date for the LAS Permit which is April 29, 1991. Mrs. Williamson states that she talked to Sam Shepherd at EPD and expressed to him the number of delays the City has been experiencing and the reasons for these delays. Mr. Shepherd asked Mrs. Williamson to send him a letter to this effect and he felt this would be sufficient to award the City an extension on the permit. Mr. Stanley states that he did not get that same impression from EPD. He states that Mr. Shepherd does not have the authority to do this and he is afraid that it will not happen. There is a general consensus from the Council to authorize the City Manager to write the letter to EPD, as requested by Mr. Shepherd, and request a 1 year extension on the LAS Permit. Mr. Stanley suggests the letter be written promptly, so that if there is a problem with obtaining the extension, there will still be enough time to apply for another permit.

Irrigation Spray Heads

Mayor Pro-Tem Hawthorne states that Nebraska Sprinkler Company has notified the City about the concerns they have with the location of the spray heads for the irrigation system at the golf course. Mr. Hawthorne states that they feel the spray heads should be 90 feet apart instead of 95 feet apart so that the excess pipe can still be utilized without reducing the quality. Mr. Stanley states that there is a 100% overlap throughout the golf course when the sprinklers are on and the system is adequate for the use it was intended. Council Member Queen states that Mr. Stanley has stated in the past that Dan Richards, who designed the irrigation system for the golf course, had never designed an irrigation system for a golf course before. Mrs. Queen states that now we have the company installing our irrigation system, who has a good reputation for installing irrigation systems, telling us that they have never installed a system quite like this one and they have problems with it. Mr. Stanley states that Mr. Boltz and Mr. Bob Scott went over the irrigation system several times and Keck & Wood made all adjustments requested. Mr. Stanley also states that the irrigation heads are placed in locations that are in compliance with the regulations of EPD and the spray heads are not, and have never been, placed in areas meant to optimize the grass on the golf course. There is a general consensus to authorize Mr. Boltz to proceed with the irrigation installation as is and if there are any further problems, to meet with the Council again.

WORK SESSION
MONDAY, JANUARY 28, 1991
MINUTES, CONT'D.
PAGE 4

There were some items on the agenda that were not addressed due to the lack of time.

Adjournment

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

Work Session adjourned at 11:30 p.m.

Judy L. Foster

Council Work Session

1/28/91

General

Agenda

1. Fee structure for golf course.
2. ~~Residents~~ Fee structure for residents
3. Review of breakeven chart
4. Review of course sodding versus sprigging.
5. Options available to reduce 1991 construction and operating costs.
6. Current cash flow analysis
7. Location of maintenance facility and construction costs.
8. Irrigation update.
9. Willard Byrd services
10. Manpower utilization.

garry,

This is the agenda for

the work session. You can

probably include it on the same

sheet as the City Mgrs work session
agenda if there is one. Done

- ASSUMPTIONS • Residents will pay 1/2 of the greens fee established for the course.
 • Residents will comprise 10% of course players.

— — REVENUE — —

ANNUAL ROUNDS	GREENS FEE AND HALF CART						
	\$22.00	\$24.50	\$27.00	\$29.50	\$32.00	\$34.50	\$37.00
30,000	\$639,600	\$711,300	\$782,700	\$854,400	\$925,800	\$997,500	\$1,069,200
35,000	\$746,200	\$829,850	\$913,150	\$996,300	\$1,080,100	\$1,163,750	\$1,247,400
40,000	\$852,800	\$948,400	\$1,043,600	\$1,139,200	\$1,234,400	\$1,330,000	\$1,425,600
45,000	\$959,400	\$1,066,950	\$1,174,050	\$1,281,600	\$1,388,700	\$1,496,250	\$1,603,800
50,000	\$1,066,000	\$1,185,500	\$1,304,500	\$1,424,000	\$1,543,000	\$1,662,500	\$1,782,000

ESTIMATED 1992 GOLF COURSE EXPENSES.

\$1,050,246

ASSUMPTIONS : Residents will pay 1/2 of the greensfee established for the course.
 Residents will comprise 10% of course players.

PLAY BY MONTH

JAN. 3
 FEB. 3
 MAR. 7
 APR. 9
 MAY 11
 JUN. 11
 JUL. 12
 AUG. 11
 SEP. 11
 OCT. 10
 NOV. 8
 DEC. 4

} 50%

ANNUAL ESTIMATE

30,000 rounds X 50% = 15,000 rounds
 35,000 " X " = 17,500 "
 40,000 " X " = 20,000 "
 45,000 " X " = 22,500 "
 50,000 " X " = 25,000 "

GREENS FEE	HALF CART	TOTAL	15,000 ROUNDS	17,500 ROUNDS	20,000 ROUNDS	22,500 ROUNDS	25,000 ROUNDS
\$15.00	\$7.00	\$22.00	\$318,750	\$371,875	\$425,000	\$474,860	\$531,250
\$20.00	\$7.00	\$27.00	\$390,000	\$455,000	\$520,000	\$585,000	\$650,000
\$25.00	\$7.00	\$32.00	\$461,250	\$538,125	\$615,000	\$691,875	\$768,750
\$30.00	\$7.00	\$37.00	\$532,500	\$621,250	\$710,000	\$798,750	\$888,000

DWA 6/91

FEB.

FEB.

CALLED COUNCIL MEETING
MONDAY, FEBRUARY 4, 1991
7:00 P.M.

A G E N D A

- A) Report on Gas Situation - Raymond Hice
- B) Request for Gas Regulators
- C) Proposed Budget Cuts
- D) Cash Flow Analysis for Golf Course & City
for 1991
- E) Cut-offs for Utilities
- F) Pooled Leasing Ordinance
- G) Review of Maintenance Facility Layout
- H) Irrigation Progress Report
- I) Meeting with Exterior Designing
- J) Prison Labor
- K) Aerial Photographs
- L) Erosion Control - Holes 5, 11 and 15

**CALLED COUNCIL MEETING
MONDAY, FEBRUARY 4, 1991
7:00 P.M.**

MINUTES

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Roger Everett and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandy Richards, Director of Golf Bob Boltz, Clubhouse Manager Wade Queen and City Clerk Judy Foster.

Called Council Meeting called to order at 7:12 p.m. by Mayor Haggard.

Report on Gas Situation

City Manager Kathy Williamson states that she met with Gas Consultant Raymond Hice today concerning the current gas situation. Refer to Gas Report for January 1991. Mrs. Williamson explains the report to the Mayor and Council. Mrs. Williamson states that she will present an Ordinance for the regular Council Meeting next week for the fluctuating wholesale costs the City will be incurring. This Ordinance would allow us to adjust our utility rates to leave the same profit margin each month. No projections can be made on these costs since it depends on how much gas we use each month. Mrs. Williamson states that we have had such unstable weather the past few years, it is nearly impossible to try to make projections for the amount of consumption we will have this year. More discussion on this matter was held. No action was taken on this matter.

Request for Gas Regulators

City Manager Kathy Williamson states that the Utility Department is requesting 48 gas regulators at \$16.77 each for a total of \$804.00. She states that they also need 72 water meter boxes and lids at \$11.25 each for a total of \$810.00 and 100 - 2" x 5/8" gas saddles at \$15.85 each for a total of \$1,585.00 and 25 - 2" x 3/4" gas saddles at \$18.25 each for a total of \$456.25. Mrs. Williamson states that we can save \$483.75 if we order the gas saddles before February 15, 1991. Council Member Queen moves to authorize funds to purchase the above requested items. Second to the motion by Council Member Hawthorne. Vote unanimous.

Mrs. Williamson states that the Wastewater Collections Supervisor Donna Zinskie has informed her that the Pinecrest Liftstation needs to be repaired. The liftstation has bad bearings, a worn out seal and the motor needs to be rewound. The estimated cost to repair the liftstation is \$800.00. Council Member Hawthorne states that we do not have much choice in the matter and he moves to authorize the funds to repair the Pinecrest Liftstation. Second to the motion by Council Member Everett. Vote unanimous.

Director of Finance Sandy Richards states that she has received an invoice from City Engineer Jim Stanley for services that he had never billed us for before but has decided to bill us for now and this invoice dates back to January 14, 1990. Refer to invoice for \$11,571.35. Mrs. Richards states that the bill is confusing and she is not familiar with all the work Mr. Stanley did for the City last year since she has only been with the City for 5 months. Mrs. Williamson recommends Mrs. Richards sit

**CALLED COUNCIL MEETING
MONDAY, FEBRUARY 4, 1991
MINUTES, CONT'D.
PAGE 2**

down with Mr. Stanley and go over the entire invoice and have him explain each item and she could report back to the Council to determine which items we should pay for. Mayor Haggard states that Mr. Stanley should be billing us monthly for services rendered. Council Member Queen moves to authorize Mrs. Richards to meet with Mr. Stanley and go over the invoice item by item in order to obtain more detail and effective immediately, Mr. Stanley is to begin billing us monthly for services rendered or we will not be responsible for payment. Second to the motion by Council Member Everett. Vote unanimous.

Proposed Budget Cuts

Director of Finance Sandy Richards states that each department head has given her a memorandum which indicates which budget items they feel they can cut expenses in. Refer to memos. Mrs. Richards feels that if we advertise the Post Office more, it will be more successful. City Clerk Judy Foster states that she has received notification from the City Attorney's Office that we should be taxing personal property. Refer to memo. Mrs. Foster states that the City could bring in approximately \$18,000 revenue per year for personal property taxes. Mayor Haggard states that we honor Freeport and that we would not bring in that much revenue since we don't tax inventory for businesses. Mrs. Foster states that she will look into this matter. Mrs. Richards states that these are plans to try to cut expenses in each department but she is not recommending to amend the actual budgeted amounts.

Cash Flow Analysis for Golf Course & City for 1991

Director of Finance Sandy Richards goes over the Cash Flow Analysis for the Sugar Hill Golf Course. Refer to report. Mrs. Richards states that due to the lack of time, she did not finish the Cash Flow Analysis for the City, however, she will finish this report as soon as possible.

Cut-offs for Utilities

Director of Finance Sandy Richards states that the Meter Reading Department started a new procedure with cut-offs this month where they put doorhangers at homes that were subject to be disconnected the next day. She states that there were approximately 80 doorhangers delivered and this resulted in only 20 customers that had to have utilities disconnected for non-payment. Therefore, Mrs. Richards states that this practice will be continued and she does not feel any adjustment has to be made at this time to work with customers on the cut-off list.

Pooled Leasing Ordinance

Director of Finance Sandy Richards states that this Ordinance needs to be adopted each year to continue our participation in the GMA Pooled Leasing Program. Refer to Ordinance. Council Member Hawthorne moves to authorize the Mayor and City Clerk to sign the Ordinance as written. Second to the motion by Council Member Everett. Vote unanimous.

Review of Maintenance Facility Layout

Director of Golf Bob Boltz presents several options for the layout plans of the maintenance facility for the golf course. Mr. Boltz explains

that the storage of fuel, chemicals, seed and fertilizer, all have certain federal regulations that have to be taken into consideration when designing the layout for the maintenance facility. Mr. Boltz states that 3 different golf cart manufacturers have told him that due to the rough terrain of our golf course, he will have to use gas carts. Mrs. Williamson asks about the possibility of utilizing natural gas carts. Council Member Hawthorne states that we have no way to liquefy natural gas to be used in the golf carts. More discussion was held on this matter. No action was taken on this matter.

Irrigation Progress Report

Director of Golf Bob Boltz states that Nebraska Sprinkler Company began installing pipe last Saturday and they have 120 days from January 21, 1991 to finish installing the irrigation system. Mr. Boltz states that it will be a miracle if NSC finishes the irrigation system within that time period.

Meeting with Exterior Designing

Director of Golf Bob Boltz states that Willard Byrd walked over the entire golf course 2 weeks ago and made a punch list which he has sent to Mr. Boltz. Council Member Hawthorne asks Mr. Boltz to give the Mayor and Council copies of this correspondence. Mr. Boltz states that Mr. Byrd also sent a copy of this letter to Exterior Designing and they in turn sent a reply back to Mr. Byrd stating that they feel they are not responsible for some things. Mr. Byrd then wrote another letter to EDI stating that a meeting needs to be set up in order to determine who is responsible for what and Mr. Boltz states that he is setting up that meeting at this time. Council Member Hawthorne recommends the City Attorney attend this meeting as well. There is a general consensus between the Council concerning Mr. Hawthorne's recommendation.

Prison Labor at Golf Course

Director of Golf Bob Boltz states that there are a lot of pros and cons to hiring prison labor for the golf course. Mr. Boltz states that they provide a service to us, however, we have to provide a lot of things to them, such as transportation, restroom facilities, breaks, etc. Council Member Hawthorne asks if it would be possible to have a short term contract with them, where they provide their own transportation, since we will only utilize them until October when the golf course will open. Mr. Boltz states that he will proceed with obtaining more information and costs in this matter.

Aerial Photographs of Golf Course

Director of Golf Bob Boltz states that he has received some new aerial photographs of the golf course, however, he did not bring them with him tonight.

Erosion Control - Holes 5, 11 and 15

Director of Golf Bob Boltz discusses erosion control problems at holes 5, 11 and 15. Mr. Boltz recommends getting the engineers involved to

**CALLED COUNCIL MEETING
MONDAY, FEBRUARY 4, 1991
MINUTES, CONT'D.
PAGE 4**

correct these problems and install some drainage lines. Council Members Hawthorne and Queen both ask why the engineers let these problems occur in the first place. Mr. Boltz states that some of the problems are caused from engineering deficiencies and some could not be detected as possible erosion control problems. Mr. Boltz will contact Jim Stanley to set up a meeting to discuss this matter.

Sodding or Sprigging Golf Course

Council Member Hawthorne states that assuming we open the golf course on June 1, 1991, which is only possible if we sod, we would have approximately 18,000 rounds of golf play which would bring in approximately \$659,837 revenue to the City. Refer to report. If we sprig, there is an expense of \$138,000 and if we sod, there is an expense of approximately \$1,000,000. Mr. Hawthorne states that we would need about \$200,000 more if we sod. Mr. Boltz states that we should have less erosion control problems if we sod, however, he cannot guarantee that. Mr. Boltz states that there may be problems with growing sod during the winter, and if so, the dead sod will have to be taken up and replaced which will be even more of an expense to the City. More discussion held on this matter. No action was taken on this matter.

Intervention in Census Lawsuit

City Clerk Judy Foster states that GMA has sent the City a letter asking if we are interested in intervening with other cities, on a per capita basis, in the lawsuit concerning the accuracy of the 1990 Census Count. Discussion was held on this matter. No action was taken on this matter.

Adjournment

Council Member Hawthorne moves to adjourn the Called Council Meeting. Second to the motion by Council Member Everett. Vote unanimous.

Called Council Meeting adjourned at 9:38 p.m.

Judy L. Foster

GAS REPORT FOR JANUARY 1991

Average Total Yearly Throughput.....172,000 mcf
Charge Inside City Customers.....\$6.45 mcf
Charge Outside City Customers.....\$7.10 mcf
Meter Charge Inside City Customers.....\$6.13
Meter Charge Outside City Customers.....\$6.74
January 1991 Inside City Customers.....1,801
January 1991 Outside City Customers.....763
Inside & Outside Gas Charge Average.....\$6.775
94,600 mcf x \$6.45 = \$610,170.00 Inside
77,400 mcf x \$7.10 = \$549,540.00 Outside
\$1,159,710.00 Total Yearly Gross Gas

1801 Inside Customers x \$6.13 Meter Charge = \$11,040.00
\$11,040.00 x 12 Months = \$132,481.65
763 Outside Customers x \$6.74 Meter Charge = \$5,142.62
\$5,142.62 x 12 Months = \$61,711.44

\$132,481.65
\$ 61,711.44
\$194,193.09 Total Meter Charge

\$1,159,710.00
\$ 194,193.09
\$1,353,903.09 Total Revenue

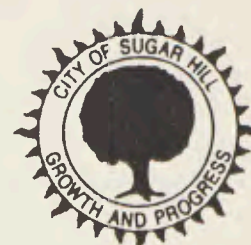
Breakeven = \$1,087,000.00 Gas Expenses ÷ 172,000 mcf = \$6.31

2/4/91 - KFW

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: JANUARY 29, 1991
RE: PURCHASE OF GAS REGULATORS

The gas department is requesting 48 gas regulators at \$16.77 each for a total of \$804.00. The regulators are sold in lots of 48 units.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND CITY COUNCIL
FROM: UTILITIES SUPERVISOR
DATE: FEBRUARY 4, 1991
RE: SUPPLIES NEEDED

This memorandum is to notify you that we are short on supply of water meter boxes and lids and gas saddles. We have checked prices and have found the lowest price quotes on these items to be from Utilities Supply.

The price quotes are as follows:

Water Meter Boxes & Lids - 72 @ \$11.25 each = \$810.00

Gas Saddles - 2" x 5/8" - 100 @ \$15.85 each = \$1,585.00
2" x 3/4" - 25 @ \$18.25 each = \$ 456.25

The prices listed above for gas saddles are effective until 2/15/91. After this date, the unit prices for gas saddles will be as follows:

2" x 5/8" - 100 @ \$19.80 each = \$1,980.00
2" x 3/4" - 25 @ \$21.80 each = \$ 545.00

The following is the amount of money we would save by purchasing the gas saddles at this time:

2" x 5/8" = \$395.00 Savings
2" x 3/4" = \$88.75 Savings

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: FINANCE DEPARTMENT
FROM: DONNA ZINSKIE
COLLECTION SYSTEM SUPV.

RE: PUMP - PINECREST LIFSTATION

Due to bad bearings, a worn out seal and rewinding expenses; the cost for repairing the pump at our Pinecrest liftstation will be approximately \$800.00.

KECK & WOOD, INC.

ENGINEERS • DESIGNERS
MANAGERS • PLANNERS
COMPUTER SPECIALISTS

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

January 30, 1991

Mrs. Kathy Williamson
City Manager
4988 W. Broad Street
Sugar Hill, Georgia 30518

RE: General Consulting Services - 1990
Our Reference Nos. 900108.10 General Fund
900108.20 Water & Sewer
Fund
900108.30 CAD Mapping

Dear Mrs. Williamson:

Enclosed are three invoices for General Consulting services rendered under our project number 900108 during the period beginning January 14, 1990 and ending January 12, 1991. As requested, the billings have been subdivided into General Fund, Water and Sewer Fund, and CAD Mapping activities. Specific services rendered during this period of time include the following:

1. Lanier Middle School sanitary sewerage service consultations with School Architect.
2. Review development plans for Dr. Davis medical building.
3. Consultations regarding Highway 23 sanitary sewers to allow elimination of pumping station.
4. Response to developer, Jean Wood, questions on City development requirements.
5. Consultations regarding storm drainage problems on Owen Circle.
6. Assist City attorney in review of Robinson easement across Golf property.
7. Consultations regarding storm drainage problems on Hidden Circle Drive at Shelby Brannon property.
8. Consultations regarding storm drainage problems at 1262 Frontier Drive.
9. Consultations regarding storm drainage at the end of Wansley Street.
10. Consultations regarding storm drainage at The Lakes subdivision.

Mrs. Kathy Williamson

January 29, 1991
Page Two

11. Review development plans for Bryant convenience store on Highway 20.
12. Consultations regarding rights-of-way on Wages Way.
13. Development Plans review for Auto Industrial Marine.
14. Consultations regarding cul-de-sac requirements at Park View Subdivision.
15. Assist in re-setting pressure limits for water boosting pumping station.
16. Development Plan review for Forsyth Medical Center.
17. Development Plans review for Bent Creek Subdivision Phase IV. Multiple submittals and revisions.
18. Development Plan review for Kennedy Auto.
19. Consultations with Rick Emkey regarding available Fire Protection for AIM Warehouse at Commerce Park.
20. Consultations and letter of recommendation regarding use of aluminized drainage pipe at Bent Creek subdivision.
21. Development plan review of Lakefield Manor subdivision.
22. Consultations with regard to GEFA loan assistance.
23. Consultation with Jeff Boyle of Development Consultants Group regarding grading at Industrial Site.
24. Consultations with regard to required paved inverts for culverts in Bent Creek subdivision.
25. Development Plans review for re-submittal of Lakefield Manor subdivision.
26. Consultations with regard to proposed subdivision of C.I. White property, for Jimmy Greeson.
27. Consultations with Tom Gambino regarding drainage problems at Hilltop Shopping Water.
28. Development Plan review for Sugar Hill Business Park.
29. Development Plans review for Rudy Bowen subdivision.

Mrs. Kathy Williamson

January 29, 1991
Page Three

30. Discussions with Spurgeon Richardson with regard to water supply pressure for Hillcrest subdivision.
31. Consultations with Gary Hoops with Reece, Hoops & Fincher regarding land annexation of Rankin Smith property and Planned Unit Development.
32. Meeting with Mr. Linton regarding sewer service to proposed development.
33. Consultations with regard to landfill expansion and sanitary sewers through landfill area.
34. Development Plan review for Ed Breedlove Subdivision, and follow-up meeting with Breedlove and his engineers.
35. Consultations with Penn Clark regarding annexation of land and sewer service for property on Whitehead Road.
36. Computerized Zoning Map, Utility Map updates, and additional copies of Computerized City Maps.

All General Consulting Services are performed by Keck & Wood, Inc. as requested by the City and are billed on the basis of direct labor cost times a factor of 2.5, plus reimbursable expenses at cost. Please note that the separate accounting of Computerized Mapping activities under Project Number 900108.30 was begun at the end of October 1991. Prior to that time, CAD Mapping was billed as a General Fund activity. As indicated on the attached invoices billings are as follows:

General Fund	(900108.10)	\$ 8,472.26
Water & Sewer	(900108.20)	2,450.54
CAD Mapping	(900108.30)	<u>648.55</u>

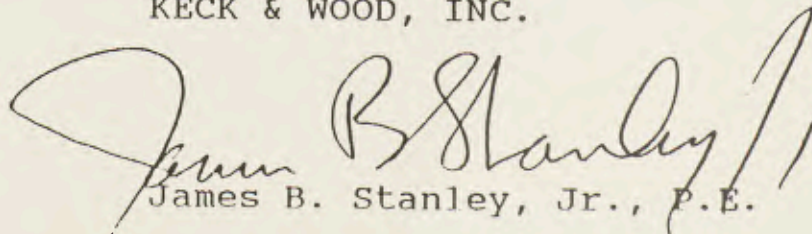
Total General Consulting Due \$11,571.35

Please note that Keck & Wood representatives also attended Council Meetings on 2/8, 2/12, 3/19, 4/5, 5/14, 6/6, 9/10, 11/29 and 12/17/90 for which no billable time was recorded.

If you have any questions, please call.

Yours truly,

KECK & WOOD, INC.


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



KECK & WOOD, INC.

3722 PLEASANTDALE ROAD
ATLANTA, GEORGIA 30340

INVOICE

CITY OF SUGAR HILL
4988 W. BROAD STREET
SUGAR HILL, GEORGIA 30518

INVOICE NUMBER 24414
INVOICE DATE 1/29/91

OUR REFERENCE NO. 900108.10

RE: GENERAL CONSULTING SERVICES, GENERAL FUND

DESCRIPTION	AMOUNT
CONSULTING SERVICES IN CONNECTION WITH DEVELOPER PLAN REVIEWS, STORM DRAINAGE PROBLEMS AND MISCELLANEOUS TECHNICAL CONSULTATIONS DURING THE PERIOD BEGINNING JANUARY 14, 1990 AND ENDING JANUARY 12, 1991.	
DIRECT LABOR 2,838.75 X 2.5 =	\$ 7,096.88
REIMBURSABLE EXPENSES	
TRAVEL	31.00
REPRODUCTION	362.25
COMPUTER EQUIPMENT TIME (CAD)	<u>982.13</u>
TOTAL DUE	\$ 8,472.26



KECK & WOOD, INC.

3722 PLEASANTDALE ROAD
ATLANTA, GEORGIA 30340

INVOICE

CITY OF SUGAR HILL
4988 W. BROAD STREET
SUGAR HILL, GEORGIA 30518

INVOICE NUMBER
INVOICE DATE
OUR REFERENCE NO.

24416
1/29/91
900108.20

RE: GENERAL CONSULTING SERVICES, WATER & SEWER FUND

DESCRIPTION

AMOUNT

CONSULTING SERVICES IN CONNECTION WITH WATER AND SEWER EXTENSIONS AND
SERVICES DURING THE PERIOD BEGINNING JANUARY 14, 1990 AND ENDING JANUARY
12, 1991

DIRECT LABOR	966.36 X 2.5	=	\$ 2,415.90
REIMBURSABLE EXPENSES			26.60
EQUIPMENT EXPENSES			7.50
LONG DISTANCE PHONE EXPENSE			<u>0.54</u>
TOTAL DUE			\$ 2,450.54



KECK & WOOD, INC.

3722 PLEASANTDALE ROAD
ATLANTA, GEORGIA 30340

INVOICE

CITY OF SUGAR HILL
4988 W. BROAD STREET
SUGAR HILL, GEORGIA 30518

INVOICE NUMBER
INVOICE DATE
OUR REFERENCE NO.

24415
1/29/91
900108.30

RE: COMPUTERIZED MAPPING

DESCRIPTION

AMOUNT

CONSULTING SERVICES IN CONNECTION WITH PREPARATION AND UPDATING OF
COMPUTERIZED ZONING AND UTILITY MAPS, DURING PERIOD BEGINNING OCTOBER 21,
1990 AND ENDING JANUARY 12, 1991

DIRECT LABOR

259.42 X 2.5 =

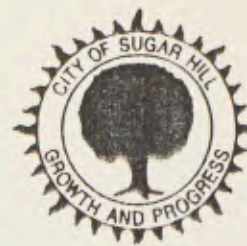
\$648.55

NOTE: THIS INVOICE SUPERCEDES ALL PREVIOUS INVOICES FOR
PROJECT NO. 900108.30

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND COUNCIL AND CITY MANAGER

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: FEBRUARY 4, 1990

RE: BUDGET EXPENSE REDUCTION

Attached are memos from all department heads as to possible budget expense reductions which total \$ 49,800. There are a few areas in the General fund that could be addressed. These areas are : office supplies, office equipment, and dues & subscriptions. After close scrutiny, I feel that these are the only areas that could possibly be reduced. No dollar amount for these accounts can be established, however, but closer supervision of these accounts will be maintained. (please refer to the attached exhibits A - C)

It has come to my attention that the mayor and council are concerned that the level of activity of the post office does not warrant the expense. It is true that there is not a great deal of volume of business for our post office and that it only represents an expense to the city. However, I would like the mayor and council to be aware of the fact that Kathy Griffith, the post office clerk, does far more than just run the post office. I have attached a list of job duties that are over and above the duties in the post office. Since the beginning of the year, I have reorganized the job duties of the front office and have included Ms. Griffith in some of these duties. (please refer to exhibit D).

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



I consider Ms. Griffith a valuable employee with much promise and a bright future with the city. Even if the mayor and council decide to close the post office, I would recommend that we create another position in the finance department for her. Her goals are to work more directly in accounting, and I feel with her abilities, she could become a vital part of my department.

On the lighter side, to offset some of the additional unexpected expenses, Mrs. Foster has informed me of an additional \$18,000 in property taxes that will be coming into the General Fund. (please refer to exhibit E). Also, there will be an additional \$28,800 in interest earned over the next year that was not budgeted for. These additions total \$46,800 in unexpected revenue. Adding this additional revenue to the total budget reductions of \$49,800 equals a net addition of available revenue of \$96,600

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



M E M O R A N D U M

TO: DIRECTOR OF FINANCE
FROM: KIM TRIBBLE
DATE: FEBRUARY 4, 1991
RE: BUDGET CUTS INSPECTIONS DEPARTMENT

1. STREET PATCHING	-	\$10,000.00
2. GRAVEL	-	1,500.00
3. EQUIPMENT PURCHASES	-	1,000.00
4. MISCELLANEOUS	-	150.00

TOTAL PROJECTED YEARLY CUT: \$12,650.00

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



PROPOSED 1990 BUDGET EXPENSE REDUCTION
FOR GAS AND WATER FUNDS

<u>GAS</u>	<u>\$ REDUCTION</u>
PROPANE	\$ 30,000
GAS METER PURCHASE	1,800
GAS LEAK SURVEY	1,300
TOTAL	<u>\$ 33,100</u>
<u>WATER</u>	
UNIFORMS	500

TOTAL GAS AND WATER FUND BUDGET EXPENSE REDUCTION IS \$33,600.00

Prepared by: William A. Hutchins

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: DIRECTOR OF FINANCE
FROM: DONNA ZINSKIE
DATE: FEBRUARY 4, 1991
RE: BUDGET CUTS IN SEWER DEPT.

1. Overtime - \$500.00
2. Uniforms - \$150.00
3. Chemicals - \$1500.00
4. Gas (208) - \$200.00
5. Liftstations - \$1200.00

(Reduce electric bill on stations with generators.)

TOTAL PROJECTED YEARLY CUT: \$3550.00

We are also looking into ways to cut our expense with electrical contracting.

Post Office

- Send Rec. Board Meeting Notices Out
- Gas Report for City
- Gas Report for Golf Course
- Call in New Locates
- Record Locates
- Bulleting Board
- at Golf Course Finance Report in Computer
- Inventory for Kathy
- Clip Articles for City - about the city
- Answer Phones - sometimes
- Type Memo's
- Help Sandy with budget report for city
- Make time card for city & Golf Course
- Put checks in numerical order
- Put Reads in alphabetical order
- ~~Help Sandy~~
- Type New Customer List
- Register Voters
- Help out across hall with customers, bills - sometimes
- Help with anything anyone has for me to do.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: DIRECTOR OF FINANCE
FROM: CITY CLERK
DATE: FEBRUARY 4, 1991
RE: TAXATION OF PERSONAL PROPERTY

Attached is a letter from our City Attorney's Office concerning the taxation of personal property.

The City of Sugar Hill has chosen in the past not to tax personal property for whatever reasons. This has resulted in a loss of revenue through the years. This letter from our attorneys states that we have no choice in the matter, legally. The City must tax personal property at 40% of the fair market value and at the same tax rate (6 Mils) as real property is taxed.

Personal property does not include motor vehicles, trailers and mobile homes. However, it does include boats and businesses inventories, furniture and equipment.

The City currently receives a Personal Property Digest along with the Real Property Digest. This digest includes the fair market value and 40% assessed values for those residents and businesses within our jurisdiction. For 1990, the City had an approximate assessed value of \$3,000,000.00. Calculated at 6 Mils, this would have brought in approximately \$18,000.00 revenue for the City.

It is my recommendation to implement this new tax billing program this year. There should not be any need for additional software to our current computer program for tax billing. The personal property tax bills can be mailed at the same time as real property tax bills and can also be due on the same date, December 20th.

If you have any questions regarding this memorandum, please see me.

Thank You!

THOMPSON & SWEENEY, P.C.
Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
BROCK E. PERRY
GLENN P. STEPHENS
KATHRYN McCART SCHRADER

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

January 28, 1991

Ms. Judy Foster
City Clerk
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

VIA FACSIMILE

Re: Taxation of Personal Property

Dear Judy:

This is to confirm our conversation of this morning regarding whether the City must tax personal property like real property. For the reasons set forth in this letter, I am of the opinion that personal property, other than motor vehicles, trailers and mobile homes, must be taxed at the same rate applied to real property.

O.C.G.A. § 48-5-7(a) provides that "except as otherwise provided in this Code section, taxable tangible property shall be assessed at (40%) forty percent of its fair market value and shall be taxed on a levy made by each respective tax jurisdiction according to (40%) forty percent of the property's fair market value." Further, the Constitution of Georgia of 1983 provides at Art. VII, Sec. I, Par. III, that property taxes must be uniform on the same class of property. A couple of cases that I have reviewed under this constitutional provision are Benson-Corwin, Inc. v. Cobb County School District, 239 Ga. 199 (1977) and Griggs v. Greene, 230 Ga. 257 (1973). The Benson-Corwin case held that: "under this constitutional provision, all real and personal tangible property, except 'motor vehicles, including trailers' and 'mobile homes, other than those mobile homes which qualify the owner thereof for the homestead property tax exemption under Georgia law,' constitutes a single class of property and must be taxed and assessed alike."

The only way to eliminate the requirement that the City tax tangible personal property is for a constitutional amendment to be passed. The homestead exemption portion of the Constitution will not allow a referendum to be called to exempt personal property because the conditions of that constitutional amendment apply to

Ms. Judy Foster
January 28, 1991
Page two

the specific situations where real property is held for personal use and therefore would not allow a straight exemption for any personal property. The exemption for elderly people again was passed by a constitutional amendment and therefore could not be analogized to this situation allowing merely a referendum in the City.

I assume that the City is now collecting ad valorem taxes on motor vehicles. If you need any information on this aspect of taxation, please give me a call. Please call if you need any further information about how to implement this change in City policy.

Sincerely,

Brock E. Perry
Brock E. Perry / *brc*

BEP/brc

cc: Mr. V. Lee Thompson, Jr.

CASH FLOW ANALYSIS OF GOLF COURSE PROJECT

December 31, 1990

Sources

Construction Fund Balance.....	\$ 621,776
City Investments.....	\$1,384,086
	<u>\$2,005,862</u>

Uses (Capital Items Only)

	<u>Monthly</u>	<u>Balance</u>
January.1991..(Actual).....	\$ 26,695.....	\$1,979,167
February.....	\$332,207*.....	\$1,646,960
March.....	\$227,119.....	\$1,419,841
April.....	\$315,149.....	\$1,104,692
May.....	\$378,142.....	\$ 726,550
June.....	\$388,463**.....	\$ 338,087
July.....	\$235,657.....	\$ 102,430
August.....	\$163,407.....	<\$ 60,977>
September.....	\$419,057.....	<\$ 480,034>
October.....	\$102,804.....	<\$ 582,838>
November.....	\$ 9,374.....	<\$ 592,212>
December.....	\$ 9,382.....	<\$ 601,594>

* This includes \$105,651 projected expenses plus \$188,356 in expected payment draw to Exterior Designs, Inc. and \$38,200 for pavement and parking not spent in January.

** This includes \$288,463 in projected expenses, plus \$100,000 expected payment draw to Exterior Designs, Inc.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: FEBRUARY 4, 1990

RE: CRITERIA REGARDING RELAXATION OF CUT-OFFS

Due to the fact that we had only 20 cut-offs for the month of January, we have decided not to relax our cut-off criteria. Ms. Zinskie and Ms. Roark tried something new by writing up door hangers to the persons on the cut off list. These door hangers stated that the customers had until a given date to have their utility bill paid or that they would be cut off. Ms. Zinskie said she hung roughly 80 door hangers and out of that 80, 20 people were cut off. Ms. Zinskie stated that she was pleased with the results and she recommends that we use this procedure whenever we have excessive cut-offs.



**GEORGIA
MUNICIPAL
ASSOCIATION**

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

January 10, 1991

Sandra Richards
Finance Officer
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Dear Sandra:

We are pleased to attach the Minimum Annual Appropriation Ordinance (or Resolution) for the City of Sugar Hill's \$775,000.00 share of the \$127,635,000 Georgia Municipal Association Lease Pool. This ordinance (or resolution) should be returned to our office no later than February 15, 1991. Please note that although this appropriation is required for your continued participation in the program, no actual payments are expected from the City of Sugar Hill until the City of Sugar Hill withdraws funds from its share to acquire equipment.

This is also to advise you that GMA has prepared a procedures' manual, which outlines the acquisition of equipment and disbursement of funds processes. This manual will be sent to you in the very near future.

If you have any questions, please do not hesitate to call me or Ronnie Patterson at (404) 688-0472.

Sincerely,

Mark Knowles
Lease Program Administrator

Enclosures

cc: Ronnie Patterson, Director of Finance and Administration

OFFICERS

James Neal
President
Commissioner, Toccoa
Tracy P. Stallings
First Vice President
Mayor, Carrollton
Ed Cunningham, Jr.
Second Vice President
Mayor, Lumpkin
Jimmy Jernigan
Third Vice President
Mayor, Columbus
Lace Futch
Immediate Past President
Mayor, Willacoochee
James V. Burgess, Jr.
Executive Director

**BOARD OF
DIRECTORS**

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Social Circle • Ira
Jackson, Commissioner
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Reynolds, Mayor,
Bainbridge • Bob Knox,
Jr., Mayor, Thomson •
Gerald Thompson,
Mayor, Fitzgerald • John
Rousakia, Mayor,
Savannah

District Board:
Keith Dixon, Mayor,
Kingsland • Perry Lee
DeLoach, Mayor, Claxton
• Len Powell, Mayor,
Thomasville • Henry
Mathis, Commissioner,
Albany • Charles E.
Kersey, Mayor,
Thomaston • Jimmy
Jernigan, Mayor,
Columbus • Patricia
Wheeler, Mayor Pro Tem,
Stone Mountain • Dave
Hawthorne, Mayor Pro
Tem, Sugar Hill • Carolyn
Long Banks,
Councilmember, Atlanta •
Sandra B. Johnson,
Councilmember,
Alpharetta • Billy M.
Copeland, Mayor,
McDonough • J. Clark
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Napoleon Fielder,
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Hamrick, Mayor,
Gainesville • Mary Hull
Marks, Councilmember,
Augusta • Dwain P.
Chambers, Mayor, Athens
• Ken Vance,
Councilmember,
Milledgeville • Johnny
Bradfield, Mayor, McRae

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ber, Roswell • John
Meadows, Mayor,
Calhoun • James W.
Buckley, Mayor,
Swainsboro • Mickey
Palmer, Mayor, Elberton •
Bill McIntosh, Mayor,
Moultrie • Beth Sheehan,
Alderman, Savannah •
Maynard Jackson, Mayor,
Atlanta

Section Presidents:
Gary Glover, City
Attorney, Waynesboro •
Ken Hammons, City
Manager, Dublin • Steve
Durden, City Clerk, Macon

GMEBS Chairmen:
Jim Calvin, City Manager,
Toccoa

\$127,635,000

GEORGIA MUNICIPAL ASSOCIATION
POOL BOND
CERTIFICATES OF PARTICIPATION
SERIES 1990

City of Sugar Hill

Share

\$775,000.00

Procedures Manual

SECTION I

COVENANT TO APPROPRIATE¹

In the event this Lease is not otherwise terminated, the City of Sugar Hill covenants and agrees that it will cause the appropriate officer of the City of Sugar Hill *(i) to request that the governing body appropriate the Minimum Annual Appropriated Amount no later than February 15 of each calendar year*, and *(ii) to take such further action (or cause the same to be taken) as may be necessary or desirable to assure the availability of moneys appropriated to make all payments due hereunder during the Lease Year, including all such actions for such purpose as may be required under section 36-60-13 of the Official Code of Georgia Annotated, as amended.*

Please note that the Ordinance required in January 1991 to satisfy the City of Sugar Hill's covenant to appropriate begins on Page iii. Remember, in order for the City of Sugar Hill to renew its \$775,000.00 in the GMA Lease Pool, the City of Sugar Hill shall adopt the attached Ordinance no later than February 15, 1991.

¹ Refer to Section 4.6 of the Lease Agreement.

CLERK'S CERTIFICATE

The undersigned CLERK of The City of Sugar Hill, DOES HEREBY CERTIFY that the foregoing pages of typewritten matter pertaining to the issuance of Certificates of Participation in the Georgia Municipal Association Pool in the aggregate principal amount of \$127,635,000, constitute a true and correct copy of the Ordinance adopted on February 4th, 1991, by the City Council on behalf of Lessee in a meeting duly called and assembled, which was open to the public, and that the original of said Ordinance appears of record in the Minute Book of the Lessee which is in the undersigned's custody and control.

WITNESS my hand and the official seal of the Lessee, this 5th day of February, 1991.

Gudy Foster
Clerk, The City of Sugar Hill

GEORGIA MUNICIPAL ASSOCIATION LEASE POOL

[Ordinance required in January, 1991 and each subsequent January for \$775,000.00 (including lease payment fund)]

ORDINANCE

AN ORDINANCE OF THE City of Sugar Hill (THE "LESSEE"), AUTHORIZING, INTER ALIA, THE ANNUAL APPROPRIATION OF ALL AMOUNTS REQUIRED PURSUANT TO LESSEE'S PARTICIPATION IN THE POOLED LEASE PROGRAM SPONSORED BY GEORGIA MUNICIPAL ASSOCIATION

DATED: JANUARY _____, 1991

WHEREAS, Lessee is participating in the Georgia Municipal Association, Inc. ("GMA") sponsored pooled lease program (the "Program") for the acquisition of equipment to be used by participating political subdivisions of the State of Georgia (the "Equipment"); and

WHEREAS, pursuant to the Program, Lessee entered into (i) a Lease Agreement Dated as of December 1, 1990 by and between GMA and Lessee (the "Lease") pursuant to which GMA leases the Equipment to the Lessee and (ii) an Administration and Servicing Agreement dated as of December 1, 1990 (the "Servicing Agreement"), among The First National Bank of Atlanta, Atlanta, Georgia, as servicer (the "Servicer"), The First National Bank of Atlanta, as Trustee, GMA and each participating in the program (including Lessee), pursuant to which Servicer services the collection and transmittal of payments for the Leases for GMA and transfers the moneys collected pursuant to the Servicing Agreement; and

WHEREAS, certificates of participation ("Certificates") have been issued pursuant to a Trust Agreement dated as of December 1, 1990, by and between The First National Bank of Atlanta, as trustee ("Trustee"), and GMA evidencing undivided interests in the Lease payments; and

WHEREAS, in connection with the issuance of the Certificates and the creation of the Program, (i) Municipal Bond Investors Assurance Corporation (the "Credit Facility Issuer") issued its financial guaranty insurance policy (the "Policy") and entered into the Reimbursement and Indemnity Agreement by and between the Credit Facility Issuer, the Trustee, the Servicer and GMA (the "Credit Facility Reimbursement Agreement"); (ii) Credit Suisse, New York Branch ("Bank"), has agreed to purchase Certificates tendered pursuant to tender rights under the Trust Agreement in accordance with the terms of a Standby Purchase Agreement dated as of December 1, 1990 by and among the Trust, GMA, the Bank, the Servicer and the Tender Agent (the "Standby Purchase Agreement"); (iii) Chemical Bank serves as tender agent (the "Tender Agent") pursuant to a tender agent agreement dated as of December 1, 1990 by and among the GMA, the Trust, the Servicer, and the Tender Agent (the "Tender Agent Agreement"); (iv) Sovran Investment Corporation and at such time as specified in the Trust Agreement, Chemical Securities, Inc., will serve as remarketing agents (referred to collectively hereafter as the "Remarketing Agent"), pursuant to a remarketing agreement dated as of December 1, 1990 by and among the Remarketing Agent, the GMA, the Tender Agent, the Trustee and the Servicer (the "Remarketing Agreement"); and

GEORGIA MUNICIPAL ASSOCIATION LEASE POOL

WHEREAS, pursuant to the Lease Agreement Lessee is required to appropriate annually the Minimum Annual Appropriated Amount set forth on Schedule A hereof; and

WHEREAS, in order to give effect to, and comply with, the foregoing agreements and instruments, and in order to authorize payment of its obligations incurred thereunder (collectively, the "Program Obligations"), either (i) the Lessee has available to satisfy Program Obligations uncommitted and unappropriated funds in its current operating budget in an amount not less than the Minimum Annual Appropriated Amount as set forth in Schedule A or (ii) the Lessee must amend its current operating budget in accordance with Title 36, Chapter 36-81-5 of the Official Code of Georgia Annotated (the "Code") to authorize the payment of the Program Obligations; and

WHEREAS, if required, in order to amend its current operating budget, the Mayor and Council of Lessee have heretofore taken the following actions, all in accordance with Title 36, Chapter 81 of the Code: (i) through the Lessee's budget officer, prepared a proposed amended budget providing for payment of Lessee's Program Obligations in accordance with the requirements of Code Section 36-81-5(b) (the "Amended Budget", a copy of which is attached hereto as Schedule B) which was previously submitted to the Mayor and Council of the Lessee, (ii) at the time of receipt of the Amended Budget from the Lessee's budget officer, placed a copy of the Amended Budget in a public place in the Lessee, which place is convenient to the residents of the Lessee, (iii) published a notice in the official organ of the Lessee advising residents of the Lessee that the Amended Budget is available for inspection; (iv) conducted a public hearing on the Amended Budget at least one week prior to the date hereof; and (v) taken all other action necessary to effect the foregoing;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section I. Confirmation and Reaffirmance of Program Obligations. The Lessee does hereby confirm, ratify and reaffirm all the Program Obligations, including, expressly, the Lease and the Servicing Agreement.

Section II. Appropriation; Amendment of Budget. In order to give effect to, comply with, and assuming the liabilities associated with, the foregoing approvals, and authorize the expenditure of the amounts required to be expended pursuant to the Lease Agreement and the Servicing Agreement the Lessee does hereby adopt, ratify and approve the Amended Budget attached hereto as Schedule B or commit those portions of the current budget set forth on Schedule B to the payment of the Program Obligations and does hereby appropriate and commit moneys in an amount not less than the Minimum Annual Appropriated Amount to payment of Program Obligations for the current calendar year.

Section III. No Personal Liability. No stipulation, obligation or agreement herein contained or contained in the Lease, the Trust Agreement, the Servicing Agreement, the Standby Purchase Agreement, The Tender Agent Agreement, the Remarketing Agreement, or the Credit Facility Reimbursement Agreement shall be deemed to be a stipulation, obligation or agreement of any councilman, chairman, officer, agent or employee of the Lessee in his or her individual capacity, and no such councilmember, chairman, officer, agent or employee of the Lessee shall be personally liable on the Certificates or be subject to personal liability or accountability by reason of the issuance thereof.

GEORGIA MUNICIPAL ASSOCIATION LEASE POOL

Section VI. General Authority. From and after the execution and delivery of the documents hereinabove authorized, the Mayor and the Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of said documents as executed and are further authorized to take any and all further actions and execute and deliver any and all other documents and certificates as may be necessary or desirable to document compliance with the Code.

Section VII. Actions Approved and Confirmed. All acts and doings of the officers of the Lessee which are in conformity with the purposs and intents of this Ordinance shall be, and the same hereby are, in all respects approved and confirmed.

Section VIII. Severability of Invalid Provisions. If any one or more of the agreements or provisions herein shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining agreements and provisions and shall in no way affect the validity of any of the other agreements and provisions hereof or of the Certificates authorized hereunder.

Section X. Repealing Clause. All Ordinances or parts thereof the City of Sugar Hill in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.

Section XI. Effective Date. This Ordinance shall take effect immediately upon its adoption.

ADOPTED this 4th day of February, 1991.

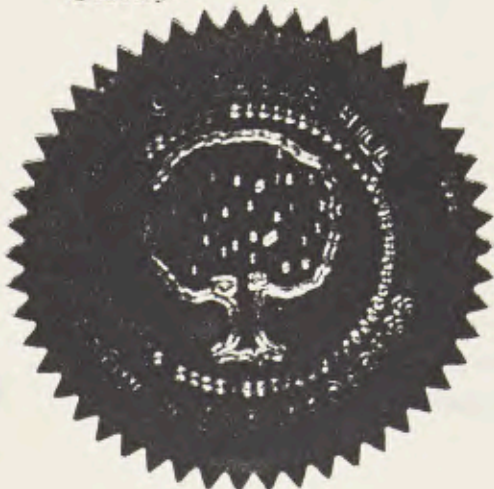
[CORPORATE SEAL]

City of Sugar Hill

Attest:

Judy Foster
Clerk

By: [Signature]
Mayor



GEORGIA MUNICIPAL ASSOCIATION LEASE POOL

SCHEDULE A

1. City of Sugar Hill's pro-rata share of the principal amount of the Georgia Municipal Association Pool is \$775,000.00.

2. City of Sugar Hill's Minimum Annual Appropriated Amount for the year ending December 31, 1991 is \$151,740.35, to wit:

Cost of Issuance Payment (if required) ²	\$21,927.85
Interest and Administrative Expenses @ 16.75% ³	<u>\$129,812.50</u>
Total	<u>\$151,740.35</u>

² Outstanding balance of Cost of Issuance Payments.

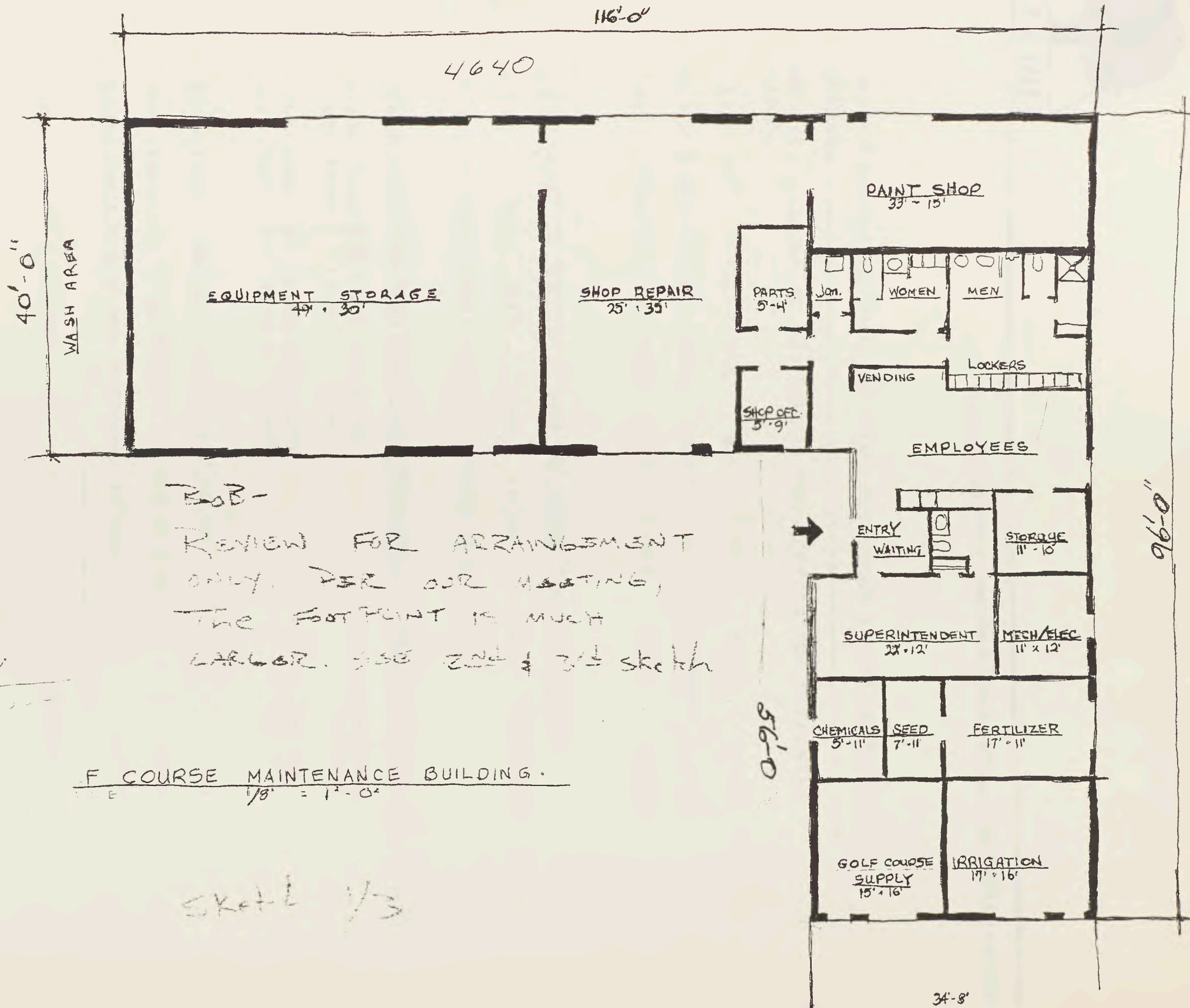
³ 15% Maximum Interest Rate plus Administrative Expenses estimated at 1.75% annually.

GEORGIA MUNICIPAL ASSOCIATION LEASE POOL

SCHEDULE B
BUDGET

[To Be Supplied By Lessee]

Attach either portions of existing budget indicating sufficient amounts or Amended Budget.



FROM RECEIPT BOOK

BOB -
 REVIEW FOR ARRANGEMENT
 ONLY. PER OUR MEETING,
 THE FOOTPRINT IS MUCH
 LARGER. SEE END OF 3rd sketch

F COURSE MAINTENANCE BUILDING.
 1/8" = 1' - 0"

sketch 1/3

96'-0"

56'-0"

34'-8"



6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-0281

THE FOLLOWING ASSUMPTIONS HAVE BEEN USED IN ALL BUDGETING MODELS:

WE WILL PRODUCE ¹⁹⁹² 40,000 ROUNDS PER YEAR IN THE FOLLOWING MANNER:

JAN.- 500	FEB.-1,500	MAR.- 3,500	APRIL - 4,500
MAY - 6,000	JUNE-6,000	JULY -4,500	AUGUST- 4,000
SEPT.-3,500	OCT.-2,500	NOV.- 2,500	DEC. - 1,000

THE NUMBER OF ROUNDS GAINED BY USING SOD WOULD BE:

JUNE - 6,000, JULY - 4,500, AUGUST - 4,000, SEPTEMBER - 3,500

These figures total 18,000 rounds gained.

GREEN FEES AND CART FEES ARE THE SAME AS WERE USED IN THE BUDGET

Green fees @ \$25.00 X 14,400	= \$360,000
Green fees @ 12.50 X 3,600	= 45,000
Cart fees @ 14.00 X 14,400	= 201,600
Cart fees @ 8.50 X 3,600	= 30,600

Additional Pro Shop Revenue - 10.96 X 122 day = 1,337

Additional Driving Range 3,000 X 3.00 = 9,000

Additional Snack Bar Revenue 18,000 X .35 = 6,300

TOTAL REVENUE GAINED - - - - - \$659,837



**GEORGIA
MUNICIPAL
ASSOCIATION**

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

January 31, 1991

M E M O R A N D U M

TO: Mayors and councils of cities who filed appeals of
the 1990 Census
c/o City Managers, City Clerks and City Attorneys

FROM: James V. Burgess, Jr., Executive Director *JVB*

RE: Intervention in Census Lawsuit

As some of you may know, the City of Atlanta has joined a number of other cities around the country in filing a lawsuit over the undercount of the 1990 Decennial Census.

GMA has been asked to be a focal point to determine if there are other Georgia cities who may wish to become a party in this lawsuit and to share the cost of such intervention on a per capita basis. If your city has an interest in intervening in the lawsuit so as to take every possible action available to assure an accurate count of your city's population, please return the attached post card.

We need an immediate response if you are interested in this matter to assure that any intervention is timely.

If there is sufficient response, we will hold a meeting of potential participants at GMA in February.

JVB jr:jb
Attachment

OFFICERS

James Neal
President
Commissioner, Toccoa
Tracy P. Stallings
First Vice President
Mayor, Carrollton
Ed Cannington, Jr.
Second Vice President
Mayor, Lumpkin
Myrtle L. Davis
Third Vice President
Councilmember, Atlanta
Lace Futch
Immediate Past President
Mayor, Willacoochee
James V. Burgess, Jr.
Executive Director

**BOARD OF
DIRECTORS**

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Frank Sherrill, Mayor,
Social Circle • **tra**
Jackson, Commissioner
of Aviation, Atlanta • **Bill**
Reynolds, Mayor,
Bainbridge • **Bob Knox,**
Jr., Mayor, Thomson •
Gerald Thompson,
Mayor, Fitzgerald • **John**
Rousakis, Mayor,
Savannah

District Board:
Keith Dixon, Mayor,
Kingsland • **Perry Lee**
DeLoach, Mayor, Claxton
• **Len Powell**, Mayor,
Thomasville • **Henry**
Mathis, Commissioner,
Albany • **Charles E.**
Kersey, Mayor,
Thomaston • **Kay**
Hardage, Mayor, Ideal •
Patricia Wheeler, Mayor
Pro Tem, Stone Mountain
• **Dave Hawthorne**, Mayor
Pro Tem, Sugar Hill •
Carolyn Long Banks,
Councilmember, Atlanta •
Sandra B. Johnson,
Councilmember,
Alpharetta • **Billy M.**
Copeland, Mayor,
McDonough • **J. Clark**
Boddie, Mayor, Palmetto •
Napoleon Fielder,
Chairman Pro Tem, Rome
• **Betty Hunter**,
Councilmember, Marietta •
Jimmy Rainwater, Mayor,
Valdosta • **Derward**
Buchan, Mayor Pro Tem,
Douglas • **Bob Hamrick**,
Commissioner, Gainesville
• **Barbara Thomas**, Mayor
McCaysville • **Mary Hull**
Marks, Councilmember,
Augusta • **Helen G.**
"Sistie" **Hudson**, Mayor,
Sparta • **Ken Vance**,
Councilmember,
Milledgeville • **Johnny**
Bradfield, Mayor, McRae

Directors At-Large:
Jane Pruett, Councilmem-
ber, Roswell • **John**
Meadows, Mayor,
Calhoun • **James W.**
Buckley, Mayor,
Swainsboro • **Evelyn**
Turner, Councilor,
Columbus • **Bill McIntosh**,
Mayor, Moultrie • **Beth**
Sheehan, Alderman,
Savannah • **Maynard**
Jackson, Mayor, Atlanta

Section Presidents:
Gary Glover, City
Attorney, Waynesboro •
Ken Hammons, City
Manager, Dublin • **Steve**
Durden, City Clerk, Macon

GMEBS Chairman:
Jim Calvin, City Manager,
Toccoa



BID OPENING FOR 1980 CHEVY LUV TRUCK
THURSDAY, FEBRUARY 7, 1991
2:00 P.M.

M I N U T E S

In attendance: City Manager Kathy Williamson and City Clerk Judy Foster.

Bid opening began promptly at 2:00 p.m.

There were two bids received on the 1980 Chevy Luv Truck after it was properly advertised in the bulletin board at City Hall.

Bid #1

The first bid was submitted by Mr. Donnie Calvert for \$200.00.

Bid #2

The second and last bid was submitted by Mr. Kenny Hudson for \$75.00.

These bids will be presented to the Mayor and Council during their regularly scheduled Council Meeting on February 11, 1991 for their review.

Bid opening adjourned at 2:05 p.m.

Judy D. Foster

NOTICE TO THE PUBLIC

THE CITY OF SUGAR HILL HAS A RED 1980 CHEVROLET LUV TRUCK FOR SALE AND IS ACCEPTING BIDS FOR THAT VEHICLE UNTIL FEBRUARY 6, 1991. ANY AND ALL BIDS RECEIVED WILL BE PRESENTED TO THE MAYOR AND COUNCIL ON FEBRUARY 11, 1991, AT THE REGULAR COUNCIL MEETING, FOR THEM TO REVIEW. THE MAYOR AND COUNCIL RESERVE THE RIGHT TO REJECT ANY AND ALL BIDS.

IF YOU ARE INTERESTED, PLEASE INQUIRE INSIDE CITY HALL.



MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
7:30 P.M.

A G E N D A

Meeting called to order.
Invocation and pledge to the flag.
Reading of past minutes.
Present Plaques to Joan Hawthorne and Jonathon Wright.

Committee Reports

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

Old Business

- A) Vehicular Food Vendors Ordinance
- B) Homestead Exemptions
- C) Voter Registration List
- D) Personal Property Taxes
- E) Request for Chipper and Leaf Catcher

New Business

- A) Request for 3-Way Stop at Creek Lane and Pass Court
- B) Bids on 1980 Chevy Luv Truck
- C) Ordinance for Utility Rate Increases
- D) Two-Cycle Billing

City Manager's Report

- A) Request for Air Compressor
- B) Gas Training
- C) Water Certification Program
- D) Water Main on Level Creek Road
- E) Richland Creek Interceptor

Director of Golf's Report

- A) Report of Golf Course Progress
- B) Equipment Requests for Golf Course

City Clerk's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
7:30 P.M.

MINUTES

Notice posted at 12:00 noon on Friday, February 8, 1991.

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Finance Sandy Richards, Clubhouse Manager Wade Queen, and City Clerk Judy Foster.

Council Meeting called to order at 7:40 p.m. by Mayor Haggard.

Mayor Haggard asks for a moment of silence. Pledge to the flag led by Council Member Hawthorne.

Minutes

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

Presentations

Mayor Haggard presents plaques to Joan Hawthorne who served as Chairman of the Clean & Beautiful Committee and Jonathan Wright who served as Chairman of the Betterment Committee. Mayor Haggard thanks them both for all their hard work while serving on these boards.

Planning & Zoning Board

City Manager Kathy Williamson states that the Planning & Zoning Board did not meet last month.

Board of Appeals

City Manager Kathy Williamson reads the minutes from the Board of Appeals Meeting last month.

Recreation Board

Liaison for the Recreation Board Bobbie Queen states that the Winter Softball Leagues begin tomorrow night. Mrs. Queen also states that the first tournament of the year was held last Saturday and was a great success.

Budget & Finance

Council Member Hawthorne states that he does not have much to report on the budget so far this year after only one month of operations except for the fact that there were no major surprises last month.

Vehicular Food Vendors

Council Member Hawthorne states that the City Attorney drew up this Ordinance after a work session the Council had last month. This Ordinance would permit mobile food vendors to operate within the City limits, however, they will not be permitted to remain in the same location for more than 30 minutes at a time. Refer to Ordinance. Council Member Morris states that the Ordinance states 30 days instead of 30 minutes. Mr. Hawthorne states that this is for "stationary" vehicular food vendors. Council

**MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
MINUTES, CONT'D.
PAGE 2**

Member Hawthorne moves to adopt the Ordinance with the condition that the following sentence be stricken from Section 9 - Periods of Operation: "No stationary vehicular food vendor shall remain in any one location for more than thirty (30) days during any calendar year." Second to the motion by Council Member Morris. Vote unanimous.

Homestead Exemptions

City Clerk Judy Foster states that she has made a comparison of how much revenue the City would make on real estates taxes using several different homestead exemptions given by other cities within the County. Refer to report. Mrs. Foster recommends giving a \$2,000 regular homestead exemption and an additional exemption of \$2,000 for the elderly and/or disabled. Mrs. Foster states that the elderly and/or disabled can apply for this exemption at City Hall or the County either one. Council Member Queen moves to accept the recommendation from the City Clerk. Second to the motion by Council Member Everett. Vote unanimous.

Voter Registration List

City Clerk Judy Foster states that the City has the option of having the County maintain our Voter Registration List. Mrs. Foster states that this is not a recommendation, only an option we have. She states that there are advantages and disadvantages to this. Refer to report. Mayor Haggard asks about a bill which is proposed to the legislature to mandate this procedure. Mrs. Foster states that this has been proposed to the legislature but has not passed as of this date. Council Member Hawthorne moves to maintain our own Voter Registration List unless we are required through this proposed legislation to do otherwise. Second to the motion by Council Member Morris. Vote unanimous.

Personal Property Taxes

City Clerk Judy Foster states that she had discussed taxing personal property at a previous meeting when the topic of Freeport Exemption came up. Mrs. Foster states that the City of Buford is the only City within the County that honors this exemption and it is basically a tax break for distribution centers and manufacturers who ship inventory out of state. Mrs. Foster states that she would like to discuss with the City Attorney whether or not this exemption has to go through the same procedure as the homestead exemptions. Mrs. Foster feels that the City can still generate approximately \$17,000 revenue on personal property taxes since the Freeport Exemption would only effect about 6 businesses within the City. No action was taken on this matter.

Request for Chipper and Leaf Catcher

Council Member Hawthorne moves to table this matter until the work session next week. Second to the motion by Council Member Morris. Vote unanimous.

Request for 3-Way Stop at Creek Lane and Pass Court

City Manager Kathy Williamson states that the Hillcrest Homeowners Association has requested this 3-way stop. Council Member Hawthorne states that the 3-way stops located on Roberts Drive have proved to be very successful.

**MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
MINUTES, CONT'D.
PAGE 3**

Council Member Hawthorne moves to approve the request for a 3-way stop at Creek Lane and Pass Court. Second to the motion by Council Member Queen. Vote unanimous.

Bids on 1980 Chevy Luv Truck

City Manager Kathy Williamson states that the Chevy Luv Truck was purchased in April of 1989 for \$800 and we have got our money out of it. However, it is on its last leg now and we advertised for bids for the pickup. We received two bids, one from Donnie Calvert for \$200 and one from Kenny Hudson for \$75. Council Member Queen moves to accept the bid for \$200 from Donnie Calvert. Second to the motion by Council Member Everett. Vote unanimous.

Ordinance for Utility Rate Increases

City Manager Kathy Williamson states that this Ordinance is only for your review. Refer to Ordinance. This matter tabled until work session next week.

Two-Cycle Billing

Director of Finance Sandy Richards is recommending going to 2-cycle billing on utility bills in order to create a better cash flow for the City and even out the work load on office personnel. Refer to memo. Council Member Everett asks about senior citizens who are on fixed incomes and pay their bills when they receive their social security check. Mrs. Richards states that since we are billing on the 5th and 20th, these citizens would have enough time to pay their bills in a timely fashion. Mrs. Richards states that we also offer budget billing and those senior citizens who may have difficulty paying their bill, can sign up for this billing. Council Member Queen asks if a newsletter will go out about the 2-cycle billing. Mrs. Richards states yes. Mrs. Queen recommends including a notice about the budget billing in that newsletter to let residents know that they have this option. Council Member Hawthorne states that the first group will receive a bill for only 1/2 month, not 1 1/2 months. Mayor Haggard recommends Mrs. Richards attend the Senior Citizens Luncheon sometime before this goes into effect to explain 2-cycle billing to them. Council Member Hawthorne states that the lowest month for utility bills is June. Therefore, Council Member Hawthorne moves to approve the proposal of 2-cycle billing effective with the June 5, 1991 billing. Second to the motion by Council Member Morris. Vote unanimous.

Mayor Haggard amends the agenda to include some requests for purchases by the Director of Finance.

Miscellaneous Requests

Director of Finance Sandy Richards is requesting funds to purchase the following items: 1 case Fax Paper @ \$117/case, 25-8" x 3/4" Water Saddles @ \$14.95 ea. = \$373.75 and 50-5/8" Gas Couplings @ \$5.25 ea. = \$262.50. The lowest bid for the fax paper was from OMNIFAX, water saddles from Gwinnett Utilities and gas couplings from Tri-State. Council Member

Hawthorne moves to authorize the funds to purchase these items. Second to the motion by Council Member Morris. Vote unanimous.

Request for Air Compressor

Council Member Hawthorne moves to table this request until the work session next week. Second to the motion by Council Member Morris. Vote unanimous.

Gas Training

City Manager Kathy Williamson is requesting funds to send two employees to the Natural Gas Distribution Certification Program in Atlanta, which is currently being offered through the Municipal Gas Authority. This course offers a certification in gas distribution after completion and the cost per student is \$115.00 and there will be no additional costs for mileage or meals. Council Member Queen moves to authorize the funds to send two employees to this gas distribution certification program. Second to the motion by Council Member Morris. Vote unanimous.

Water Certification Program

City Manager Kathy Williamson is requesting funds to send Scott Payne to the Georgia Water and Wastewater Institute in Carrollton for his water distribution certification. The cost of his expenses will be approximately \$378.35 and funds were budgeted for this year for him to attend. Mrs. Williamson states that EPD is requiring that we have at least one certified employee in water. Council Member Hawthorne moves to authorize the funds to send Scott Payne to this water distribution certification program. Second to the motion by Council Member Morris. Vote unanimous.

Water Main on Level Creek Road

City Manager Kathy Williamson states that we are experiencing water quality problems at the lower end of Level Creek Road and there are about 16 customers that are being effected by this. Mrs. Williamson states that there are alot of lines with this same corrosion type problem throughout the City that needs to be replaced as well, however, we can only replace one line at a time. Mrs. Williamson states that it will cost approximately \$5,316 for enough 8" line to correct the problem. Council Member Hawthorne moves to authorize the funds necessary to replace this water line. Second to the motion by Council Member Queen. Vote unanimous.

Richland Creek Interceptor

City Manager Kathy Williamson states that she has met with Button Gwinnett Landfill representatives and their company has agreed to pay for any improvements that would be required to be made for the interceptor line to be run through the landfill. Mrs. Williamson recommends the Council authorize the City Attorney to draw up an agreement that defines the requirements and costs to Button Gwinnett Landfill and that it be included with the recently proposed lease agreement. There is a general consensus among the Council concerning the City Manager's recommendation.

EPD Permit Extension

City Manager Kathy Williamson states that she wrote a letter to EPD, as requested by the Council, concerning the possibility of obtaining

an extension on the City's LAS permit for the Wastewater Treatment and Land Application System Facility. Mrs. Williamson states that she has received confirmation of her request and the LAS permit has been extended until April 30, 1992.

Inspection Cards

City Manager Kathy Williamson states that the Building Inspections Department is requesting the funds to purchase 1,000 inspection cards which have to be posted at each building site. Mrs. Williamson states that they obtained 3 quotes and the lowest quote was from Reeds Printing for \$230.00. Refer to memo. Council Member Hawthorne moves to authorize the funds to purchase 1,000 inspection cards. Second to the motion by Council Member Morris. Vote unanimous.

Report of Golf Course Progress

Clubhouse Manager Wade Queen states that Mr. Boltz could not make it to the Council Meeting tonight due to illness. Mr. Queen reports that the past week has been the most productive week they have had in a while. Mr. Queen states that if favorable weather permits, all the ponds should be complete within 2 weeks.

Equipment Requests for Golf Course

Clubhouse Manager Wade Queen is requesting equipment totaling \$19,429. Refer to report. Council Member Hawthorne states that Council Member Morris was supposed to look at the dump truck Mr. Boltz had considered purchasing and evaluate its worth. Council Member Morris recommends the City purchase the dump truck from Tim Cox. Mr. Hawthorne asks the City Manager if she obtained the information on the tractor for the golf course. Mrs. Williamson states that she did give Mr. Boltz the information he needed and she states that the offer, from Gene & Matt Ford Tractor Sales, to replace either a Ford or Kubota tractor after 12 months is also available to the golf course. Mrs. Williamson states that the Kubota tractor was the lowest bid and the governmental discount on this tractor was \$2,300. Council Member Hawthorne moves to authorize the funds necessary to purchase the equipment requested with the exception that Mr. Boltz obtain 3 bids for each item and accept the lowest of the 3 bids. Second to the motion by Council Member Davis. Vote unanimous.

Council Member Hawthorne states that Mr. Boltz needs to contact the City engineers to have the ponds completed immediately.

Resident Jonathan Wright asks if the offer is still available for anyone to take a tour of the Golf Course Facility. Mr. Queen states yes, however, we ask that you call in advance to make sure someone has time to give the tour.

Council Reports

Council Member Everett states that he has received several complaints about the traffic signal at the intersection of Alton Tucker Boulevard and Peachtree Industrial Boulevard. He states that a turn signal needs

MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
MINUTES, CONT'D.
PAGE 6

to be installed for those persons turning left onto Peachtree Industrial Boulevard from Alton Tucker Boulevard. City Manager Kathy Williamson states that she has sent two letters to the County officials requesting this and we have been told that it will be installed, however, it has not been done at this time.

Citizens' Comments

Resident Barbara Hoover asks if a sign can be put on the bathrooms at the park stating the schedule the bathrooms will be closed. Council Member Queen states that the bathrooms have to be winterized each winter and this is the reason they are closed. Mrs. Queen states that they will put up some signs, however, she cannot guarantee how long they will be there. Council Member Morris suggests having the sign stenciled on the door. Mrs. Queen states that this is an excellent idea and she will ask the Recreation Board about it. Resident Jonathan Wright states that he would be happy to volunteer to go over and open the doors of the bathrooms in the mornings and close up in the evening and he would maintain the bathrooms as well. Mrs. Queen states that the water has to be turned off during the winter so the pipes don't freeze and she does not think it would be effective, however, the Recreation Board would have to make the decision on this. Barbara Hoover suggests having the porta-potties at the new pavilion as well through the winter. Mrs. Queen states that she will bring up this matter to the Recreation Board at their next meeting.

Resident Jim Blathan of Price Hills Court states that the City tied on a new water line for a house across the street from him that is being built and his sod was damaged and he would like it to be repaired. Utilities Supervisor Danny Hughes states that Mr. Blathan was told that his sod would be repaired. Mr. Blathan states that there is an 11' right of way on his street, yet the 360 was back 40 feet onto his property and he feels that this was not necessary. Mr. Blathan states that there are tire marks on his sidewalk from the 360 used to install this new service. Mr. Blathan states that he has also complained for 3 months about the amount of mud on their street and nothing has been done about it. City Manager Kathy Williamson states that she will have the building inspector take care of this matter first thing in the morning. Mr. Blathan states that he is obtaining an opinion from a professional landscaper on what needs to be done to repair his lawn and he feels the City should pay for it to be repaired. Mrs. Williamson assures Mr. Blathan that his lawn will be repaired as soon as the weather permits.

Resident Mike Shannon of Price Hills Court states that the new house that is being built and causing all these problems, are against the protective covenants of the subdivision. He states that LMS is building a 1,400 square foot house when the covenants state that no home smaller than 1,800 square feet can be built in that subdivision. Council Member Hawthorne states that there is nothing the City can do about the covenants. He explains that this is a civil matter between the homeowners and the builder and that the City can only enforce its own zoning ordinances and under our zoning ordinances, for that zoning classification, the home being

MAYOR & COUNCIL MEETING
MONDAY, FEBRUARY 11, 1991
MINUTES, CONT'D.
PAGE 7

built is in compliance. Mr. Shannon states that if the City has no control over the covenants, they should not be included on the plat. Mr. Hawthorne suggests purchasing a rubber stamp which states that the City does not enforce protective covenants for any subdivision and that this be stamped on all plats received by the building inspection department.

Resident Barbara Hoover states that this is the 4th time this has happened at a Council Meeting she has attended and she feels that the City should make some effort to do something about this problem. Mrs. Hoover suggests this item be on the agenda for the next Council Meeting. Mayor Haggard asks the City Clerk to check with the City Attorney and obtain his opinion on the possibility of the City enforcing these protective covenants for subdivisions and whether or not we have to include these on our plats and report back to the Council on this matter next month.

Adjournment

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

Council Meeting adjourned at 9:15 p.m.

Judy K. Foster

ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS AS FOLLOWS:

Selling Food From Vehicles or Food Carts.

Section 1. Definitions.

As used in this ordinance, the following terms shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

(a) City: The City of Sugar Hill.

(b) Vehicular Food Vendor: Any person engaged in the business of selling food products from a vehicle or cart, self-powered or otherwise, on the public and private streets and other areas of the city, provided that the words "vehicular vendor" shall not include salesmen who use vehicles to go from place to place for the purpose of making sales on the premises of a prospective purchaser.

(c) Vehicle or Cart: any cart or vehicle used for the sale of food as described in this Ordinance.

Section 2. License Required.

No person shall operate as a vehicular food vendor without having first secured a valid license for each place of business operated within the city and also for each vehicle or cart to be used in the operation of any such business.

Section 3. Application.

Any person desiring a license shall make application thereof in writing to the city clerk and accompany the application with the

required license fee. The application shall be a form prepared by the city clerk and shall contain:

(a) The name and residence of the applicant and how long he has resided within the state. If the applicant is a corporation, the address of the business office of the corporation and the address of the corporate headquarters shall be given;

(b) The location and ownership of each place of business to be used;

(c) List of vehicles or carts to be used in the operation, including identification numbers and ownership; and

(d) Any other information requested by the clerk if relevant to the business proposed to be carried on.

Section 4. Fees and Term.

(a) The license fee shall be Twenty-Five dollars (\$25.⁰⁰) for each cart or vehicle.

(b) All such licenses shall expire at 12:00 midnight on December 31 following issuance; and the full amount of the license fee shall be paid regardless of the time of the year in which the license is issued.

Section 5. Investigation of facilities and vehicles prerequisite for issuance.

(a) Upon the filing of an application, the City may request that appropriate health officers investigate the facilities for storage and dispensing of food products in each vehicle or cart of the applicant. If the cart or vehicle is found to be unsatis-

factory, the health officer shall so report to the city clerk and the license shall be denied. If the cart or vehicles are found to be satisfactory, the health officer shall so report to the city clerk.

(b) Upon the filing of an application hereunder, the City may request the Police Department to investigate each vehicle to determine that it is mechanically and operationally safe. If the vehicle is found to be unsafe, the Police shall so report to the city clerk, and the license shall be denied. If the vehicle is found to be safe, the Police shall so report to the city clerk.

(c) If the reports of the health officer and of the Police Department indicate that the vehicles or carts are in satisfactory and safe condition, the city clerk shall then issue the license.

(d) If a license is rejected because of conditions found by the health officer, the health officer shall state the specific reasons in writing, and the clerk shall provide a copy of the reasons to the applicant. If the license is rejected because of conditions found by the Police Department, the Police shall state the specific reasons in writing, and the clerk shall provide a copy of the reasons to the applicant. The applicant may correct the conditions and reapply upon submitting a reinspection fee of ten dollars for each vehicle or cart to be reinspected.

Section 6. Reinspection of Facilities and Premises;
Unsatisfactory Condition Grounds for License
Revocation.

(a) The licensee's vehicles or carts shall be subject to periodic reinspection throughout the license period by the health officer and Police Department, or their representatives.

(b) If an unsatisfactory sanitary, mechanical or operational condition is noted by an inspector, the licensee shall remedy the same without delay. Failure to so remedy an unsatisfactory condition shall be cause for revocation of the applicable license.

Section 7. Report of Changes.

Each licensee shall report any changes in facilities to the clerk. No new vehicle or cart shall be put in service until a ten dollar per vehicle or cart inspection fee has been paid and the vehicle or cart has been inspected and approved.

Section 8. Standards.

Each Vehicular Food Vendor operating within the City shall operate in a safe and sanitary manner and shall comply with all applicable Federal, State and local laws and regulations governing the operation of such businesses and such vehicles or carts. No Vehicular Food Vendor shall operate in such a manner as to constitute a parking or driving hazard to vehicles.

Section 9. Periods of Operation.

No vehicular food vendor that moves from location to location shall remain in any one location for more than thirty consecutive minutes.

Section 10. Exemptions.

The provisions of this ordinance shall not apply to vehicular food vendors authorized to sell products at any City sponsored or approved festival or public event.

Section 11. Revocation of license; appeal.

(a) Licenses issued hereunder shall be revoked by the city clerk for any of the following reasons:

(1) If a license has fraudulently obtained the license by willfully giving false information on any substantial matter in the application therefor;

(2) If the licensee has violated any of the provisions of this article or any other ordinance or any law of the state relating to vehicular vendors;

(3) For the conviction of any crime involving moral turpitude;

(4) For conducting the business of the licensee in an unlawful manner or in a manner constituting a breach of the peace or a menace to the health, safety and general welfare of the public; and

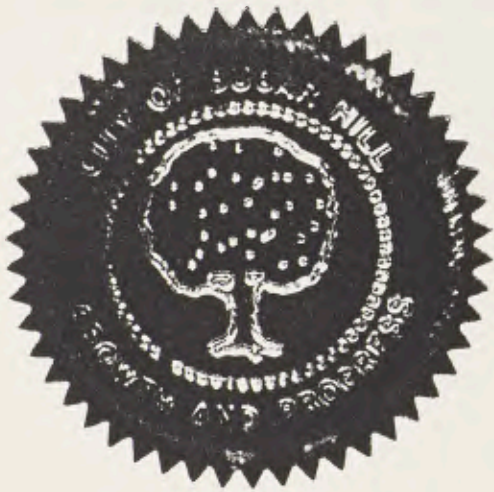
(5) If the licensee has become ineligible to obtain a license under this ordinance.

(b) Any person aggrieved by the revocation of his license by the city clerk may appeal to the governing body within five days after notice of such revocation.

Section 12. Penalty.

Any person, firm or corporation violating any provision of this ordinance shall be fined not less than five dollars nor more than five hundred dollars for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

IT IS SO ORDAINED, this 11th day of February, 1991.



ATTEST:

Judy R. Foster
City Clerk

Thomas Haggard
Mayor

Robert Lucas
Councilman

Thomas C. Martin
Councilman

David L. Havel
Councilman

Samuel Hunt
Councilman

Paul W. Davis
Councilman

REPORT ON DIFFERENT HOMESTEAD EXEMPTIONS

The following information was calculated using the number of exemptions we gave in 1990 which are 840 regular homestead exemptions and 20 exemptions for the elderly and/or disabled. Our 40% assessment value for 1990 was \$41,481,710. The total revenues listed below are calculated at 6 Mills.

<u>City</u>	<u>Regular Exemption</u>	<u>Additional Exemption</u>	<u>Total \$ Amt. of Exemption</u>	<u>Adjusted Assessment</u>	<u>Total Revenue</u>
Sugar Hill Current	\$4,000	\$7,000	\$3,500,000	\$37,981,710	\$227,890.26
Lilburn	\$5,000	\$10,000	\$4,400,000	\$37,081,710	\$222,490.26
Snellville	\$2,000	\$2,000	\$1,720,000	\$39,761,710	\$238,570.26
Norcross	\$9,000	\$18,000	\$7,920,000	\$33,561,710	\$201,370.26
Dacula	\$7,000	N/A	\$5,880,000	\$35,601,710	\$213,610.26

Recommendation: I recommend to honor a \$2,000 regular homestead exemption along with a \$2,000 additional exemption for the elderly and/or disabled. Both exemptions can be determined by those the County gives. However, I feel residents should also be given the opportunity to apply for the additional exemption at City Hall.

VOTER REGISTRATION LISTS

On Friday, January 25, 1991, Superintendent of Elections Beulah Fowler and myself attended a seminar with the Gwinnett County Elections & Voter Registration Department. Bill Northquest, Elections Supervisor for the County, stated that there is a bill (HB205) which is now in the House Governmental Affairs Committee, which would mandate all municipalities to utilize the County's Voter Registration List. Currently, the cities have the option of having their own Voter Registration List or utilizing the County's.

Mrs. Fowler and myself feel that it could be to our advantage to have the County maintain our Voter Registration List. There is no charge for this service from the County because they already have the information for their own list. The City would still handle our own elections and citizens can still register to vote at City Hall.

The following are some advantages and disadvantages of allowing the County to maintain our Voter Registration List:

Advantages

- 1) The administrative burden on us would be greatly reduced. We would no longer have to compare the County list to ours every quarter. We would not have to do the data entry to add, change or purge voters. We would no longer have to enter data onto the computer after each election as to whether or not the person has voted. We would not have to file and maintain our own records. We would no longer have the expense in labor costs and postage to notify voters when they are about to be purged from our list.
- 2) Voter confusion would be eliminated since they would only have one governmental office to deal with and they would only receive one purge notification instead of two.
- 3) During elections, any question of whether or not someone is a registered voter, can be directed solely to the County.
- 4) There is less chance of error since all Voter Registration Cards are sent directly to the County and the County would not be responsible for sending us a copy of their card. This is where we have found the most errors; when the County does not send us a copy in a timely manner or at all.

Disadvantages

- 1) The City would not have as much control with the Voter Registration List. We would still have to compare the list right before an election, however, Beulah would not be the final authority concerning certain matters, where she has in the past.
- 2) There may be problems in determining whether or not a voter lives within our boundaries. We are currently having this problem and are taking extra measures to ensure correct coding at the County level.

This information is only for your review and to notify you of the current proposed legislation. This matter will be on the agenda for the regularly scheduled Council Meeting in February for a vote.

Vermeer SOUTHEAST SALES & SERVICE, INC.

P.O. BOX 6026 • 1320 GRESHAM RD. • (404) 973-8811
MARIETTA, GEORGIA 30065-6026

LIST OF VERMEER 1250 BRUSH CHIPPER USERS

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1. CITY OF CORNELIA
HOWARD WHATLEY
1-404-778-8585
 2. CITY OF LOCUST GROVE
1-404-957-6029
 3. CITY OF COLUMBUS
CHIC EVANS
1-404-571-4962
 4. CITY OF LAWRENCEVILLE
DON MARTIN
1-404-963-2414
 5. HART ELECTRICAL MEMBERSHIP
HARTWELL, GEORGIA
RONNIE WICKER
1-404-376-4714
 6. N. G. GILBERT CORP.
AVONDALE ESTATES, GEORGIA
1-404-294-5490
 7. UTILITY LINE MAINTENANCE
NEWMAN, GEORGIA
JAMES MCCLENDON
1-404-832-1604
 8. CHAMBERS DEVELOPMENT
SMYRNA, GEORGIA
GENE VALENTINE
1-404-799-8304
 9. BILL HOWARD
DOUGLASVILLE, GEORGIA
1-404-942-8876
 10. BOBBY DUNN
GRIFFIN, GEORGIA
1-404-227-7443
 11. TIPPINS CONT. SVC.
MARIETTA, GEORGIA
LINDSEY TIPPINS
1-404-428-8530
 12. NEWTON COUNTY TREE SVC.
COVINGTON, GEORGIA
RUSSELL DAY
1-404-786-4316
 13. SID TAYLOR
DEMOREST, GEORGIA
1-404-754-2659
 14. DOUG WHITE
SHARPSBURG, GEORGIA
1-404-253-8098
 15. BRYANT MILLS
FAYETTEVILLE, GEORGIA
1-404-768-6054
 16. CITY OF BUFORD *Purchased
Model 1250 Gas
in November '90.*
MITCH PEEVY
1-404-945-6761
 17. CITY OF PERRY
P. O. DRAWER A
PERRY, GEORGIA 31069
1-912-987-1911
 18. TRI STATE EMC
P. O. BOX 68
MCCAYSVILLE, GEORGIA 30555
1-404-492-3251
 19. CITY OF PEACHTREE CITY
151 WILLOWBEND RD.
PEACHTREE CITY, GEORGIA 30269
1-404-487-1696
 20. SAWNEE EMC
P. O. BOX 266
CUMMING, GEORGIA 30130
1-404-887-2363
HAROLD WALLACE



BOX 555367
4559 OLD WINTER GARDEN RD.
ORLANDO, FLORIDA
32855 5367
305 295 2020

2231 FLINT DR. S.E.
FT. MYERS, FLORIDA
33916
813 337 5900

P.O. BOX 2207
1400 N.W. 15th STREET
POMPANO BEACH, FLORIDA
33061-2207
305-971-3811

VERMEER SOUTHEAST SALES & SERVICE, INC.

4559 OLD WINTER GARDEN RD.
ORLANDO, FLORIDA
32855-5367
407-295-2020

1400 N.W. 15th STREET
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MARIETTA, GEORGIA
30065-6026
404-973-8811

9395 PHILLIPS HWY.
JACKSONVILLE, FLORIDA
32224
904-262-4400

TO . CITY OF SUGAR HILL
4988 WEST BROAD ST.
SUGAR HILL, GEORGIA 30518

ATT.. KATHY WILLIAMSON, CITY MANAGER

YOUR INQUIRY VERBAL	DELIVERY IMMEDIATE	F.O.B. DESTINATION	TERMS NET ON RECPT.	DATE FEBRUARY 4, 1991
QUANTITY	DESCRIPTION	PRICE	AMOUNT	
1	NEW VERMEER MODEL 620 BRUSH CHIPPER EQUIPPED WITH: 20 H.P. KOHLER GAS ENGINE 18.5 X 8.5 - 8 LRD TIRES STOP & TURNING LIGHTS JACKSTAND CASTER WHEEL TOOL BOX 24" DIAMETER X 1 1/2" THICK CUTTER DISC SAFETY CHAIN HOURMETER PIN TYPE			\$6,495.00
ABOVE PRICES GOOD UNTIL 30 DAYS WE APPRECIATE THIS OPPORTUNITY TO SUBMIT OUR QUOTATION. WE WOULD BE PLEASED TO RECEIVE YOUR ORDER AND SHALL GIVE IT OUR PROMPT AND CAREFUL ATTENTION.				

Thank You for this Opportunity!
Todd Ver Steeg

QUOTATION

New, rugged 20 hp unit, designed for tight-fisted budgets and profit driven rental operations.

The new Model 620 Brush Chipper is a compact, high production, portable chipper that's surprisingly inexpensive to own. The Model 620 is loaded with standard equipment such as an engine driven hydrostatic variable speed hydraulic system, large fold down infeed table, an 11 gallon fuel tank and heavy-duty construction are just a few of them. An ideal chipping unit for rental yards, commercial tree services, municipalities, nurseries, orchards or golf courses. The Model 620 Brush Chipper from Vermeer. . . performance at the right price in one quality built brush chipper.



- Variable, hydrostatic drive.
- 180° swing discharge chute for easy chip recovery.
- Tows behind truck or pick-up.
- Simple, low-maintenance design. . . built with the strongest frame, feed table, and panels in its class.

620 Brush Chipper Specifications

GENERAL

Weight: 1415 lbs. (642 kg)
Length: 81" (206 cm)
Height: 90" (229 cm)
Width: 48" (122 cm)

CHASSIS

Suspension: Leaf springs 3500 lbs. (1588 kg)
Tire size: Two, 18.5 x 8.5 - 8 LRC
Hitch type - standard: clevis-pin type
- optional: 2" diameter ball coupler
Jackstand: Screw type with caster wheel, 15" of travel (38 cm)
Lights: Stop and turning sealed lens/bulb - rubber mounted
Safety chain: Double safety towing chains
Tool box: Lockable
Battery box is lockable
Hourmeter: Standard
Tongue Weight: 200 lbs. (91 kg)

ENGINE

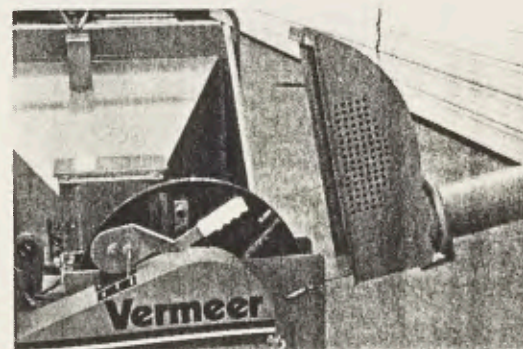
Model: Kohler M20S, gasoline
Number of cylinders: 2
Bore: 3.12" (79.2 mm)
Stroke: 3.06" (77.7 mm)
Compression ratio: 6.0 to 1
Maximum no load rpm: 3300 rpm
Maximum gross horsepower at no load rpm: 19.25 hp (14.4 kw) at 3300 rpm
Cooling medium: Air cooled
Air cleaner: Dual element; foam and paper
Oil filter: Full flow
Fuel tank capacity: 11 gallons (42 L)
Electrical system: 12 volt
Fuel consumption rate: 1.9 gph, fully loaded (7.3 L/hr)

FEED SYSTEM

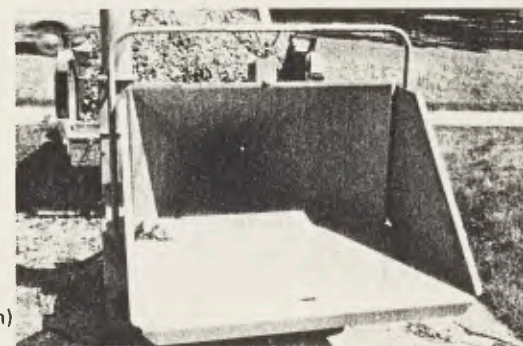
Oil tank capacity: 3.5 gallons (1.6 L)
Oil filter: Replaceable cartridge
Hydrostatic pump: Sundstrand, variable displacement pump with charge pump.
Displacement .6 cu. in. (10 cu. cms) per revolution
Hydraulic motor: 16.9 cu. in. per revolution max. (277 cu. cms)
Speed control: provided by hydro pump
Maximum pump flow rate: 8.5 gal./min. (32.2 L/min.)
Feed roller size: 8" diameter (20 cm)
Discharge height: 90" (229 cm)
Infeed extension table width: 40" (102 cm)
Feed table height, from ground: 30" (76 cm)
Feed table length, feed roller to end: 60" (152 cm)

CHIPPER UNIT

Number of knives: 2
Knife type: Hardened chipper grade steel
Infeed capacity: 6" x 6" opening (15 x 15 cm)
Chip discharge: 180 degree swing, cannot point to operator area
Chipper feed rate: 0-78 ft. per minute with rod in outside hole, 0-164 ft. per minute with rod in inside hole.
Chipper disc rpm: 1610 rpm
Chipper disc size: 1 1/4" thick (31.8 mm), 24" diameter (61 cm)
Feed roller shaft: 1 1/4" diameter (31.8 mm)
Infeed chute position: Rear
Feed roller bearings: 1 1/4" bore ball type (31.8 mm)
Engine sheave: 4.6" (11.7 cm) diameter, 2 groove
Chipper sheave 9.4" (23.9 cm) diameter, 2 groove
Drive belts: Powerband B cross section, 73" in length (185 cm)
Chipper disc shaft: 1 1/2" diameter supported by 1 1/2" ball bearings
Live hydraulics; full reverse feature



The discharge chute pivots for easy access to rotor.



Large strong feed table is a real plus for easy waist-level feeding.

Vermeer

Vermeer Manufacturing Company
Box 200 • Pella, Iowa 50219 U.S.A.
Phone 515-628-3141 • FAX 515-628-3614

VERMEER SOUTHEAST SALES & SERVICE, INC.

4559 OLD WINTER GARDEN RD.
ORLANDO, FLORIDA
32855-5367
407-295-2020

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TO . CITY OF SUGAR HILL
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ATT. . KATHY WILLIAMSON, CITY MANAGER

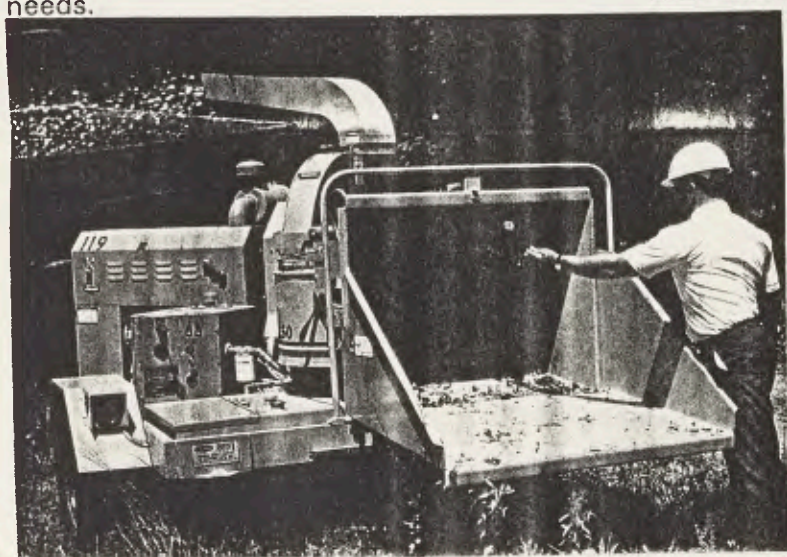
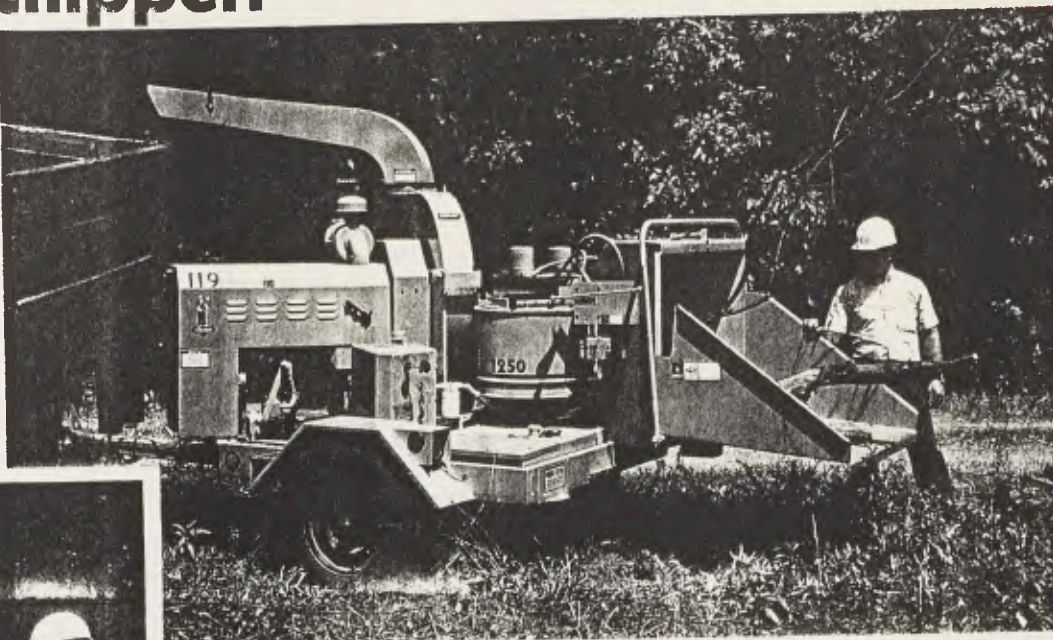
YOUR INQUIRY	DELIVERY	F.O.B.	TERMS	DATE	
VERBAL	IMMEDIATE	DESTINATION	NET ON RECPT.	FEB. 4, 1991	
QUANTITY	DESCRIPTION			PRICE	AMOUNT
1	1250 NEW VERMEER MODEL 1600A BRUSH CHIPPER EQUIPPED WITH: PERKINS 4.236 DIESEL ENGINE TWIN BATTERIES CURB SIDE FEED SAFETY FEATURE OVERSIZED FEED TABLE EXTRA HEAVY DUTY VERTICAL FEED ROLLERS 30 GALLON FUEL TANK STEEL BELTED RADIAL TIRES "BUDD" WHEELS ELECTRIC BRAKES HEAVY DUTY FENDERS LOCKABLE TOOL BOX PINTLE HITCH ADJUSTABLE TONGUE & DISCHARGE CHUTE "MURPHY" ENGINE PROTECTION SYSTEM 12" DIAMETER CHIPPING CAPACITY 6" CHANNEL FRAME 7,000 LB AXLE ASSY. 1 YEAR FULL WARRANTY LOCAL PARTS & SERVICE BLADE EXCHANGE PROGRAM				\$15,600.00
<u>OPTION:</u>					
	FOR FORD GASOLINE ENGINE	-	DEDUCT	\$750.00	
ABOVE PRICES GOOD UNTIL 30 DAYS					
WE APPRECIATE THIS OPPORTUNITY TO SUBMIT OUR QUOTATION. WE WOULD BE PLEASED TO RECEIVE YOUR ORDER AND SHALL GIVE IT OUR PROMPT AND CAREFUL ATTENTION.					

Thank You for this Opportunity!
Todd Ver Steeg

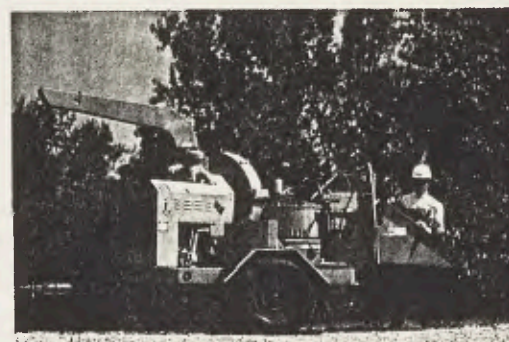
QUOTATION

Make heavy duty chipping jobs easier with the Model 1250 Brush Chipper.

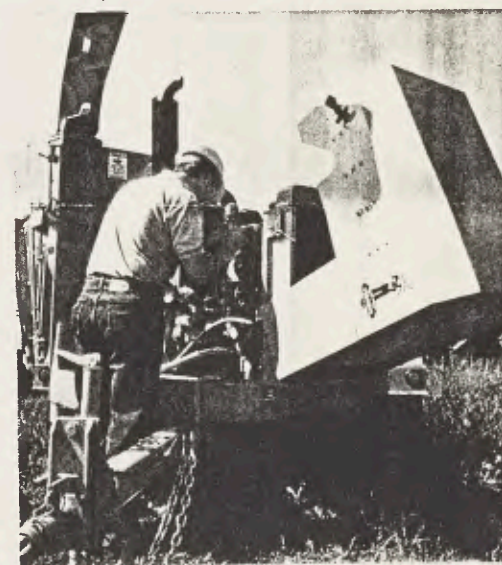
The 1250 Brush Chipper is a hard worker with plenty of features. The 1250 features vertical feed rollers for smooth feeding without wrapping and a 12" diameter chipping capacity. Live hydraulics allow the feed rollers to turn with the disc stopped. A large, 42" disc with four knives gives you even chipping and a quick change of the direction of the discharge chute doesn't require tools. The large infeed chute and feed table provide you with greater safety by helping maintain a greater distance between the operator and the feed rollers. You get a choice of a gas or diesel engine. An excellent unit for tree service firms, utility companies, municipalities, or anyone with tree limb disposal needs.



The 1250 Brush Chipper also features a tongue jack with caster wheel, heavy chipper and frame construction, lockable battery/tool box and rubber torsional axle for long unit life and smooth towing. Cut your work load down to size with the Model 1250 Brush Chipper from Vermeer.



The 1250 hydraulically pivots 45 degrees for easy curb side feeding.



Engine shield lifts up and out of way for easy access to most engine functions for service and maintenance.

MODEL 1250 BRUSH CHIPPER SPECIFICATIONS

GENERAL

Length, transport: 131" (333 cm)
 Width, transport: 87" (221 cm)
 Height: 92" (234 cm)
 Weight, with Ford 300 GF: 5040 lbs. (2286 kg)
 Tongue weight: 600 lbs. (272 kg)
 Safety tow chain: Standard
 Battery box and tool box lockable

ENGINE - STANDARD

Model: Ford 300 GF gas - Heavy duty 6 series
 Bore: 4.00" (10 cm)
 Stroke: 3.98" (10 cm)
 Displacement: 300 cu. in. (491.7 L)
 Compression ratio: 8.0 to 1
 Maximum no load rpm: 2500 rpm
 Maximum gross horsepower at no load rpm: 96 hp at 2500 rpm
 Cooling medium: Liquid
 Air cleaner: Dry type
 Oil filter: Full flow
 Fuel tank capacity: 30 gallons (114 L)
 Electrical system: 12 volt

ENGINE - OPTIONAL

Model: Perkins 4.236 diesel
 Bore: 3.88" (9.85 cm)
 Stroke: 5.00" (12.7 cm)
 Displacement: 236 cu. in. (387 L)
 Compression ratio: 16 to 1
 Maximum no load rpm: 2640 rpm
 Maximum intermittent horsepower at no load rpm: 80 hp at 2640 rpm
 Cooling medium: Liquid
 Air cleaner: Dry type
 Oil filter: Full flow
 Fuel tank capacity: 30 gallons (114L)
 Electrical system: 12 volt

CHASSIS

Frame: 6" channel (15 cm), (8.2 lbs-ft)
 Suspension: Torsional rubber type axle, 6000 lb. rating (2722 kg)
 Tires: LT 235-85 R16
 Lighting: Standard, heavy duty, sealed for life
 Hitches, optional: Pin, pintle or ball coupler
 Suspension weight: 4440 lbs. (2014 kg)

FEED SYSTEM

Oil tank capacity: 11 gallons (42 L)
 Oil filter: Replaceable cartridge
 Hydraulic pump: 58YB gear type .58 cu. in. per revolution.
 Hydraulic motor (2): 24 cu. in. per revolution
 Control: 50:50 flow divider
 Speed control: Variable speed flow divider
 Pump capacity: 7 gal min. (26.5 L/min.)
 Discharge chute: Rotatable, 270 degrees
 Feed roller size: 16 1/2" diameter (42 cm)
 Discharge height: 94" (239 cm)
 Blower: CFM: 3020 cfm
 Infeed extension table width: 48" (122 cm)
 Feed table height, from ground: 26" (66 cm)
 Feed table length, rotor to end: 94" (239 cm)

CHIPPER UNIT

Number of knives: 4
 Knife type: Hardened tool steel
 Infeed capacity: 12" x 12" opening (30 x 30 cm)
 Chip discharge: 270 degree swing, cannot point to operator area
 Chipper feed rate: 131 ft min. (39.9 m:min.)
 Chipper disc rpm: 900 rpm
 Chipper disc size: 1 1/2" thick (38.1 mm), 42" diameter (107 cm)
 Driven shaft size: 2 7/16" diameter (61.9 mm)
 Infeed chute position: Variable
 Bearings: 2 7/16" bore, piloted flange (61.9 mm)
 Drive sheave: 8" diameter (20 cm), 4 5VX grooves
 Driven sheave: 21 2" diameter (53.8 cm), 4 5VX grooves
 Drive belts - gas: 4 5V850 powerband
 - diesel: 4-5V950 powerband

Vermeer Manufacturing Company
 P.O. Box 200 • Pella, Iowa 50219 U.S.A.
 Phone: 515-628-3141 • Telex No. 478 309

Vermeer

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4988 WEST BROAD ST.
SUGAR HILL, GEORGIA 30518

ATT. KATHY WILLIAMSON, CITY MANAGER

YOUR INQUIRY	DELIVERY	F.O.B.	TERMS	DATE
VERBAL	IMMEDIATE	DESTINATION	NET ON RECPT.	FEB. 4, 1991
QUANTITY	DESCRIPTION	PRICE	AMOUNT	
1	NEW VERMEER MODEL 1600A BRUSH CHIPPER EQUIPPED WITH: PERKINS 4-236 DIESEL ENGINE H78 X 15 TIRES STOP & TURNING LIGHTS ELECTRIC BRAKES JACKSTAND 16" ROTOR HOURMETER TOOL BOX CHOICE OF HITCH BLOWER 26" FLYWHEEL			\$13,795.00
<u>OPTION:</u>				
FOR FORD 300 6-CYLINDER GASOLINE ENGINE - DEDUCT \$900.00				
ABOVE PRICES GOOD UNTIL 30 DAYS APPRECIATE THIS OPPORTUNITY TO SUBMIT OUR QUOTATION. WE WOULD BE PLEASED TO RECEIVE YOUR ORDER AND SHALL GIVE IT OUR PROMPT AND CAREFUL ATTENTION.				

Thank You for this Opportunity
Todd Ver Steeg

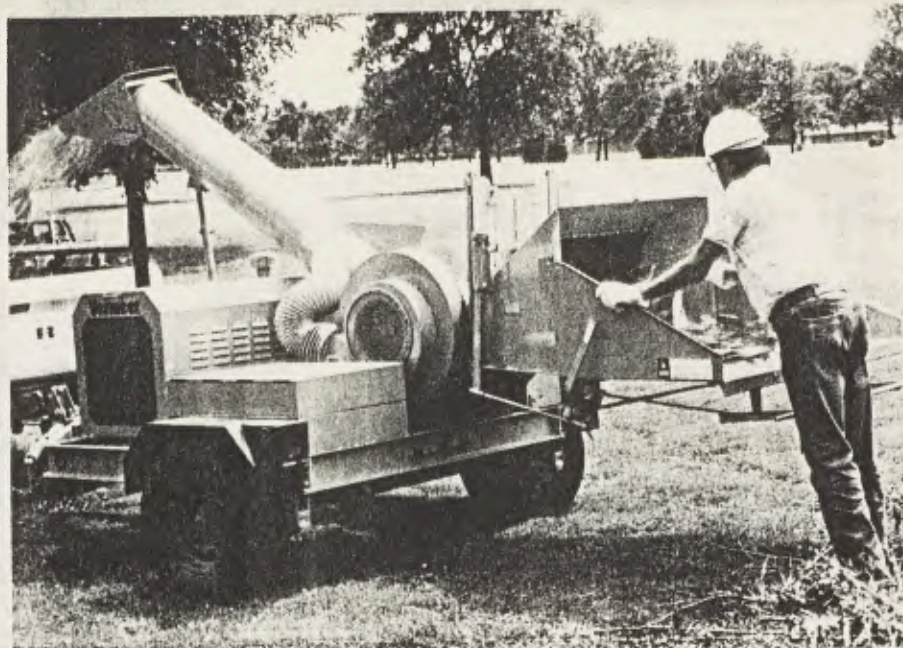
QUOTATION

The 1600A - the heaviest-built brush chipper on the market

The 1600A Brush Chipper, weighing in at 4,560 pounds, is the heaviest-built conventional model on the market. With its Ford engine, it boasts a 12-inch diameter discharge chute coupled with a 1589 capacity blower and a 10-inch by 16-inch feed opening, making it capable of handling tree limbs up to 6 inches in diameter. The unit may be equipped with Vermeer's unique instant feed stop gate, located 59 inches from the edge of the table. The gate allows the operator to stop feed to the rotor in just .5 second, without putting stress on the brush chipper drive.

The chipping assembly is built with a single-piece, ductile cast iron rotor, a choice of a 22" or 26" flywheel, and a 3.35" diameter tapered roller bearings. It's also designed with a straight knife and clamp bar retention to provide positive knife locking and smooth maintenance.

Other improvements include sealed lens and shock mounted bulbs in the lighting system, and fuel tank, battery and tool box all in one location under a lockable lid.



The 1600A Brush Chipper is perfect for municipalities, utilities, tree service firms, orchards and arborists, or any operation with tree limb disposal problems.

GENERAL

Weight - with Ford engine: 4560 lbs. (2068 kg)
 - with Perkins engine: 4860 lbs. (2218 kg)
 Length - transport: 136" (345 cm)
 - with feed table down: 179" (455 cm)
 - with tongue extended: 203" (516 cm)
 Height, transport: 92" (234 cm)
 Height, maximum: 104" (264 cm)
 Width: 88 1/4" (224 cm)

CHASSIS

Frame construction: 6" channel (15 cm)
 Capacity: 6000 lb. (2718 kg)
 Tire size: H78 x 15 LRD
 Electrical brakes: Standard
 Weight, electric brakes: 28 lbs. (12.7 kg)
 Suspension: Leaf springs 5200 lb. capacity (2356 kg)
 Hitch type: Adjustable pin type, pintle or bulldog
 Hitch adjustment: 10" to 25" (25 to 64 cm)
 Hitch weight: 540 lb. (245 kg)
 Tongue extension: 24" (61 cm)
 Jackstand: Screw type with caster wheel
 Lights: Stop and turning with sealed lens and bulb
 Safety chain: 3 lengths of 5 ft. long (152 cm), 3/8" chain (10 mm)
 Tool box: Lockable, covers fuel tank and battery

ENGINE STANDARD

Model: 300 GF Ford gasoline - Heavy-duty 6 series
 Number of cylinders: 6
 Bore: 4" (102 mm)
 Stroke: 3.98" (101 mm)
 Displacement: 300 cu. in. (492 L)
 Compression ratio: 8.0 to 1
 Maximum no load rpm: 2200
 Maximum gross horsepower at no load rpm: 99 hp (73 kw) at 2200 rpm
 Cooling medium: Liquid
 Air cleaner: Dry type
 Oil filter: Full flow
 Fuel tank capacity: 25 gallons (95 L)
 Electrical system: 12 volt

ENGINE OPTIONAL

Model: Perkins 4.236 diesel
 Number of cylinders: 4
 Bore: 3.875" (98.4 mm)
 Stroke: 5.0" (127.0 mm)
 Displacement: 236 cu. in. (387 L)
 Compression ratio: 16 to 1
 Maximum no load rpm: 2200 rpm
 Maximum gross horsepower at no load rpm: 74 hp (55 kw) at 2200 rpm

Cooling medium: Liquid
 Air cleaner: Dry type
 Oil filter: Full flow
 Fuel tank capacity: 25 gallons (95 L)
 Electrical system: 12 volt

ROTOR

Rotor diameter: 12" (30 cm)
 Rotor width: 16" (41 cm)
 Rotor weight, with blades: 450 lbs. (204 kg)
 Rotor drive clutch: Automotive type, PTO over-center, 11" diameter (28 cm)
 Rotor drive belts: Four belt power band
 Rotor rpm, no load: 2200 rpm
 Blade quantity: 4
 Blade dimensions: 3/8" x 3.30" x 16" (9.5 mm x 8.4 x 41 cm)
 Cutting angle: 40 degrees
 Flywheel weight - 26": 450 lbs. (204 kg)
 - 22": 320 lbs. (145 kg)
 Rotor bearings: 85 mm Tapered

DISCHARGE CHUTE

Chute diameter: 12" (30 cm)
 Length, rotor to end: 89" (226 cm)
 Discharge height - minimum 80" (203 cm)
 - maximum 92" (234 cm)
 Deflector adjustments - axial: 360 degrees
 - angular: 40 degrees
 Discharge blower: Optional
 Weight, discharge blower: 30 lbs. (13.6 kg)
 Fan output: 1589 cfm, 2023 fpm velocity

FEED TABLE

Width: 50 1/2" (128 cm)
 Height: 33" (84 cm)
 Length, rotor to end: 65" (165 cm)
 Feed opening: 10" x 16" (25 x 41 cm)
 Chip retainer: Rubber curtains
 Feed platform: 3/4" thick (19 mm)
 Cutter bar: 4-way, reversible, adjustable
 Feed stop gate: Optional
 Weight, feed stop gate: 200 lbs. (91 kg)
 Distance from end of platform to feed stop gate: 58 3/4" (149 cm)



Vermeer Manufacturing Company
 Box 200 • Pella, Iowa 50219 U.S.A.
 Phone: 515-628-3141 • FAX 515-628-3614

Vermeer

VENDMARK INDUSTRIAL SALES ORDER

Must Check One

This is a Quote

Date 2-5-91

Order

Customer Name City of Sugar Hill Customer # _____ Contact Person Kim Tribble Tel# _____

Purch. Order # _____ Date Ordered _____ Date Wanted _____ Carrier _____

Sales Rep. _____ Special Instructions _____

Vendmark Stock ID#	Supplier Name	Supplier Part#	Qty	Size/Description	UOM	Our Cost	Selling Price	Extended Price
	<u>Bandit</u>			<u>20 H.P. Mighty Bandit</u>	<u>Eu.</u>		<u>6,290.⁰⁰</u>	
				<u>24 H.P. Mighty Bandit II</u>	<u>Eu</u>		<u>7,355.⁰⁰</u>	
				<u>37 H.P. Wisconsin Model 90 - 9" cap.</u>	<u>Eu.</u>		<u>9,865.⁰⁰</u>	
				<u>Models 150, 200 & 250 priced between 14,000.⁰⁰ - 18,000.⁰⁰ with 15 different engines available</u>				
				<u>Price Does not include freight.</u>				

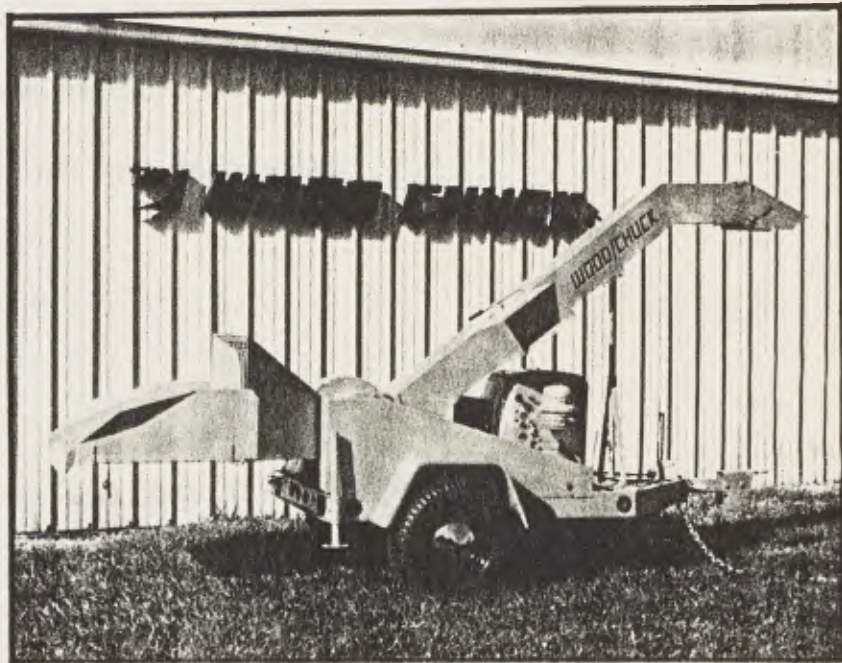
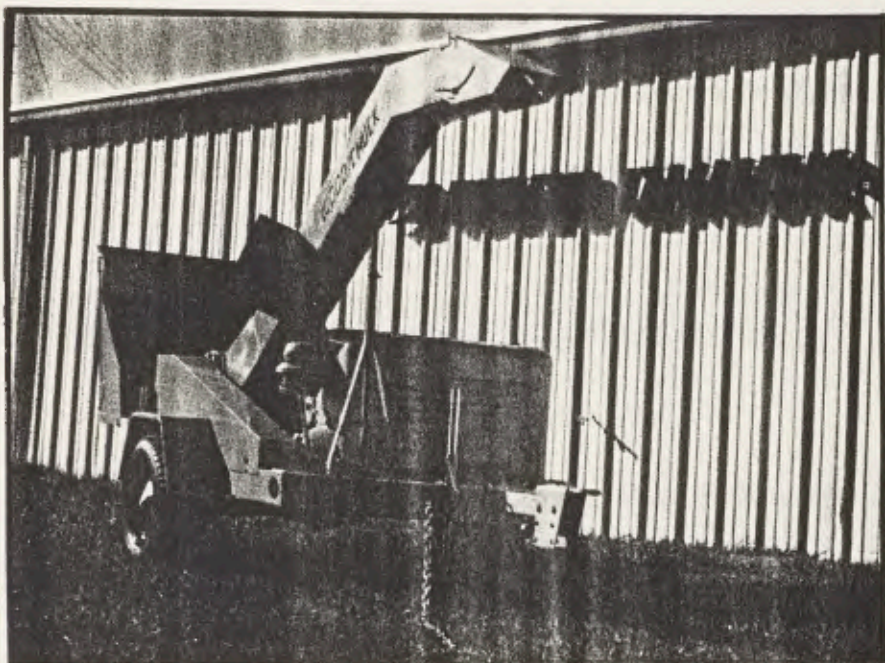
Ordered by _____

The New

60-73
915
\$13,000

WOOD/CHUCK®

HEAVY DUTY
12 & 16 inch
CHIPPER



THE WOOD/CHUCK . . .
FIRST IN PERFORMANCE, ECONOMY, SAFETY

Why fight brush disposal problems and anti-burning ordinances? Chips take little space, can be put dozens of places where brush and limbs can't; chips can even help pay for your brush handling program . . . there's a ready market for them as mulch, poultry litter, parking lot base, etc.

Okay. But what puts the Wood/Chuck in a class by itself where chippers are concerned? Just superior performance, economy and safety.

There's less down-time for blade adjustment and replacement. The Wood/Chuck's blades lock into the rugged rotor and automatically position properly. This takes just minutes for a Wood/Chuck but often requires hours with other chippers. Wood/Chuck's blades are "V"-grooved for full length support that means extra safety.

Only the Wood/Chuck has really been built from the ground up as a chipper for heavy-duty use. It's modern, functional, no-nonsense design sets it apart. Above all, the Wood/Chuck has that built-in "Extra Measure" of dependability. Get the full story from your Wood/Chuck representative listed below or write Wood/Chuck Chipper Corporation, P. O. Drawer 400, Shelby, N. C. 28150.

SOLD AND SERVICED BY:

STOVALL & CO.

1198 HOWELL MILL RD., N.W.

ATLANTA, GEORGIA 30318

352 - 1555

WOOD/CHUCK CHIPPER SPECIFICATIONS

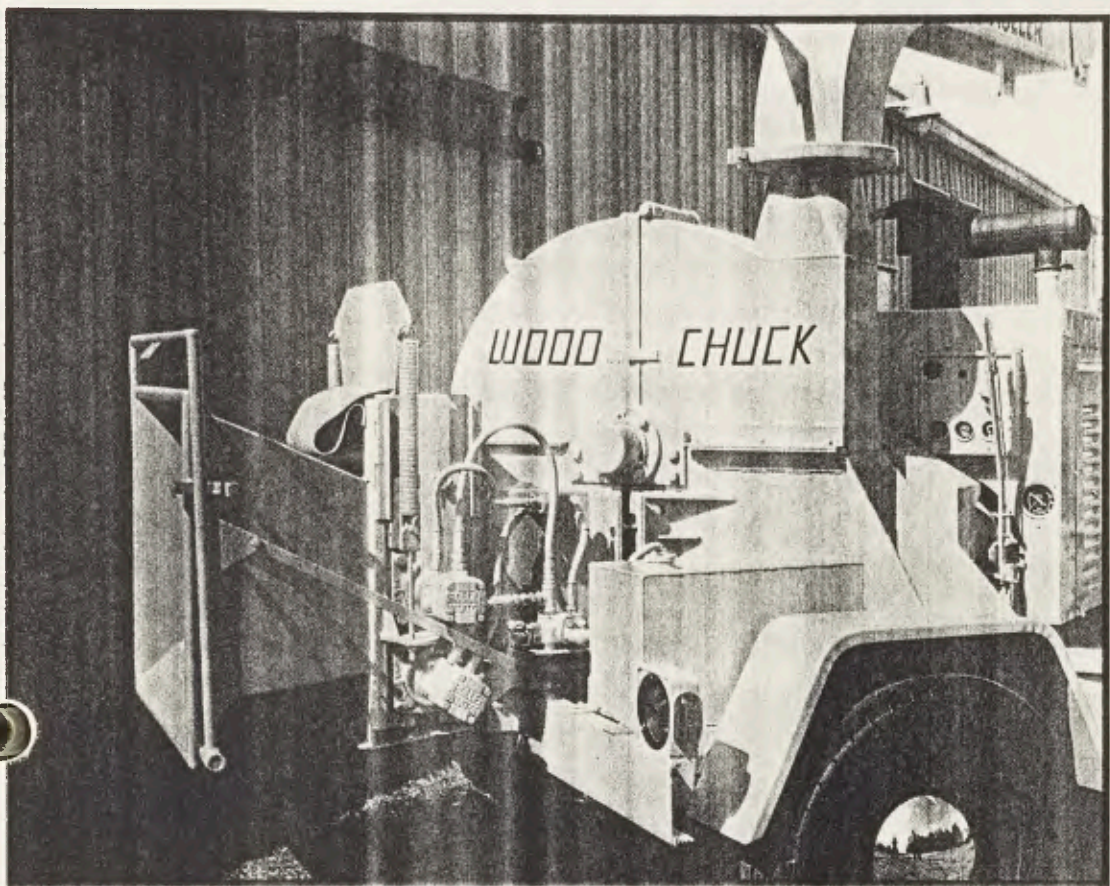
- Trailer: 6" channel, unitized. Adjustable draw bar, both length and height, 6,000 lb. axle assembly with heavy duty leaf springs. 700 x 15 load range "D", 8 ply rating truck type tubeless tires. Trailer hitch 1 1/4" pin type, 2" ball or pintle. Complete D.O.T. approved lighting package. Wires contained in automotive loom.
- Safety Chains: Two 5' lengths of 3/8" Heavy Duty chain with grab hooks.
- Fuel Tank: 30 gallon
- Front Jack: Ratchet type, 2,000 lb. rating.
- Rear Stand: Adjustable with pad.
- Paint: National School Bus Yellow standard. Your color at no charge.
- Cutting Unit: 12" or 16" Four blade rotor type. Prelubricated heavy duty bearings—adjustable bed knife and feed plate. Positive lock serrated blades for safety. Rotor shaft 3" minimum.
- Blower: High velocity type.
- Discharge
Shute: Square with adjustable deflector and side discharge attachment.
- Engine: Gas: 423 Cubic inch Ford or G-1600 Hercules 4 cylinder
300 Cubic inch Ford 6 cylinder
351 Cubic inch Ford V-8
- Diesel: 268 Cubic inch Ford
239 Cubic inch 4B3.9 Cummins
239 Cubic inch John Deere
236 Cubic inch Perkins
L-423 Onan
- Brakes: Electric wheel brakes with safety break-away switch
- Standard
Equipment: Lockable tool and battery box
Extra set of knives

Wood/Chuck Chipper Corp.
Drawer 400
Shelby, N.C. 28150
Fax: 1-704-482-7349
1-704-482-4356

4-cyl. 13,500
973

The New **HY/ROLLER** **WOOD/CHUCK**®

HEAVY DUTY
HYDRAULIC
DRIVE
CHIPPER



Wood/Chuck has been building heavy duty brush chippers for over twenty years. All of this experience and expertise was used in the design of our latest unit—the Hy/Roller Hydraulic Roller unit.

Check our specifications on the reverse side of this page and compare them with others—you will see the difference immediately.

This unit, as all units of this type, is slower than the conventional four blade chipper, but is quieter and does take larger material.

Please call us for quotes on your brush chipper needs.



Wood/Chuck HY/ROLLER SPECIFICATIONS

Trailer:	6" Channel, unitized
Safety chains:	Two (2) 3/8" x 5' with grab hooks
Axle:	with leaf springs, minimum of 6,000 lbs. capacity
Tires:	(2) 700 x 15 Load Range "D"
Tow Bar:	Adjustable for height and length (Pintle, 2" ball, or 1 1/4" Pin)
Hydraulic Tank:	9 gallon minimum
Fuel Tank:	30 gallon minimum
Front Jack:	Ratchet type, 2,000 lb. minimum
Lighting:	To conform to all D.O.T. specifications
Paint:	Standard yellow or your color (no chg.)
Hydraulic Feed System:	Two (2) 17" Rollers
Cutting Disc:	40" in diameter and 2" thick
Safety Chute:	In feed to have a safety bar to activate rollers, reverse them or stop them
Bearings:	Two (2) 2-7/16" roller bearings
Feed Rate:	70' per minute
Chipper Shaft:	4" minimum
Chipper Knives:	Two (2) high carbon, high chrome, double edged 4" x 3/8" x 7 1/4"
Blower:	Must have 6 paddles
Discharge Chute:	Must have 360° rotation
Capacity:	Up to 12" diameter
Guards:	All belts and moving parts
Noise Level:	Less than 80 D.B.'s at 50'
Weight:	4,000 lbs.
Tongue Weight:	100 lbs.
Standard Equipment:	A. Vernier Throttle control B. Lockable tool and battery box C. Extra set of knives D. Telescoping tongue E. Electric Wheel Brakes F. Break-Away Switch
Engine:	Ford 2.3 liter gas and G-1600 White gas (other power units available)

Wood/Chuck Chipper Corp.
Drawer 400
Shelby, N.C. 28150

STOVALL & CO.

352-1555

TURF CARE PRODUCTS INC.

From the ground up, we help you grow.

February 6, 1991

Kim Tribble
CITY OF SUGAR HILL
4988 W. Broad Street
Sugar Hill, GA 30518

Dear Kim:

We are pleased to quote the following:

<u>DESCRIPTION</u>	<u>TOTAL</u>
Olathe Model 12 Bush chipper, 3 point hitch	4,420.00
Olathe Model 12 Bush chipper, pull type	4,675.00
Olathe Model 182 Chipper, 20 HP Onan	6,694.00
Olathe Model 182 Chipper, 24 HP Onan	7,034.00
Olathe Model 182 Chipper, 21.5 Kubota Diesel	8,500.00
Olathe Model 986 Chipper equipped with electric brake system, breakaway switch, tachometer and hour meter and 4 blades with the following engines:	
149 CID Ford, 60 HP, 4 cylinder	13,225.00
300 CID Ford, 120 HP, 6 cylinder	15,265.00
Ford Diesel, 80 HP, 4 cylinder	16,370.00
Cummins Diesel, 80 HP, 4 cylinder	16,838.00
Cummins Diesel, 177 HP, 6 cylinder	21,810.00

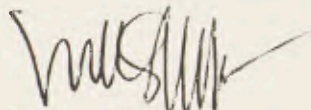


<u>DESCRIPTION</u>	<u>TOTAL</u>
Olathe Model 816 Chipper equipped with electric brake system, breakaway switch, tachometer, hour meter with the following engines:	
Ford 300 CID, 120 HP, 6 cylinder	15,690.00
Ford 268 Diesel	16,540.00
Olathe Model 864 Chipper	50,000.00
Olathe Model 865 Tub Grinder	
With 177 HP Cummins Diesel	75,000.00
With 234 HP Cummins Diesel	82,377.00
Olathe Model 31 Leaf Loader	
With 20 HP Onan	3,655.00
With 24 HP Onan	3,995.00
Chipping dispersal kit	280.00

The terms for the quote are "Net 15th Prox", plus applicable sales tax. The prices shown will be valid for 60 days from the date of issuance. After this period, we reserve the right to make any price adjustments that have occurred.

Thank you for your interest in Toro products, and in Turf Care Products, Inc. We are looking forward to discussing this information further. If you have any additional questions please do not hesitate to call.

Sincerely,



Mike Shaffer
Territory Manager
Commercial Sales & Specialty Products

/jdr

REVAC PRICE LIST
EFFECTIVE OCTOBER 1, 1990

CATALOG NUMBER	DESCRIPTION	LIST PRICE	QUOTE
RV-11IC	REDUCER VACUUM-11 HORSE POWER IC Base unit with B&S Industrial-Commercial 11 HP single cylinder engine. Heavy duty centrifugal clutch	2099.00	1,994.00
RV-16	REDUCER VACUUM-16 HORSE POWER Base unit with Vanguard V-twin overhead valve 16 HP engine. Heavy duty centrifugal clutch with dual belt drive.	2499.00	2,374.00
MOUNTING PLATFORMS			
7300	SKID MOUNT Reinforced angles for mounting base unit on stationary platforms such as a truck bed, trailer or utility cart.	43.00	40.85
7310	TRUCK PLATE Bumper mount for base unit which swings out at 45 and 90 degree angles. Recommended only for commercial quality step bumpers or heavier.	CURRENTLY NOT AVAILABLE	
7320	WHEEL ASSEMBLY Three wheel platform with 13 X 5.00-6 (12" diameter) pneumatic tires and swivel tow bar for manual or tractor towing.	169.00	158.00
7335	TRAILER Highway trailer assembly for towing. Comes in kit form specifically designed for all ReVac models.	379.00	358.00



* Delivered Prices

* 30 Days Delivery

* Net 30 terms

1-17-91

att.

Ms. Kathy Williamson

We the people of Hillcrest
would like to request some
signs for our neighborhood.

1. A 3 way stop sign at the end
of Creek Lane First Pass Court.
2. 1 speed limited sign up around
the curve toward the top of the
hill on pass court.
3. one street light on the Cul de sac
of Nessie Lane.
4. We the people also would
like to request, the neighbor-
hood watch signs to be moved
inside of the beginning of Craig
and the end of Creek Lane.

Thank you
Hillcrest Woods J. T. D
Kathy Finnes

CITY OF SUGAR HILL GEORGIA



Keck & Wood, Inc.



Location of 3-way Stop Requested.

ORDINANCE

The Council of the City of Sugar Hill hereby ordains the following:

Gas Rates

The monthly rate which the City charges its consumers for natural gas shall be \$6.45 per mcf inside City limits and \$7.10 per mcf outside City limits, plus any charges paid by the City to its fuel suppliers above \$3.25 per mcf.

Water Rates

The monthly rate which the City charges its consumers for water shall be \$2.75 per 1,000 gallons inside City limits and \$3.03 per 1,000 gallons outside City limits, plus any amount paid by the City to its water suppliers above \$1.71 per thousand gallons.

Sanitation Rates

The monthly rate which the City charges its residential consumers for sanitation pickup shall be an amount equal to \$5.00, plus any amounts paid by the City to its franchise sanitation company above \$5.00 per customer. This does not include the Hall Place Housing Projects. Those residential consumers will continue to be charged at \$4.00 per month, unless otherwise amended.

This Ordinance shall become effective on _____, 1991.

IT IS SO ORDAINED this _____ day of _____, 1991.



Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Attest:

City Clerk

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518

(404) 945-6716



M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: DONNA ZINSKIE AND AMY ROARK
DATE: FEBRUARY 8, 1991
RE: TWO CYCLE BILLING

In order to cut down on the traffic, workload, and confusion that occurs on the 15th of each month, we are considering switching to a two cycle billing process. Instead of all bills being printed and sent out the last few days of the month and all being due on the 15th, the account numbers will be split in half and bills sent out two times during the month. Bills for account numbers 100000.00 - 399999.99 would go out on the 5th and be due on the 20th. Bills for account numbers 400000.00 - 899999.99 would go out on the 20th and be due on the 5th. For the first cycle billing, cut-off notices would go out the 21st and cut-offs would occur the 25th, and notices would go out the 6th and cut-offs on the 10th for the second cycle billing.

Although it may cause some confusion at first, this new billing process will bring in a steady, even cash flow throughout the month, and will more evenly distribute the workload.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: DIRECTOR OF FINANCE
DATE: FEBRUARY 8, 1991
RE: 2-CYCLE BILLING

In addition to Ms. Roark's and Ms. Zinskie's proposal on 2-cycle billing, I would like to comment on the financial implications and the work flow of the front office.

As you may realize, 2-cycle billing would stabilize the flow of cash coming in and out of the city. Currently, we are trying to coincide high dollar cash disbursements with high dollar cash receipts, and all too often we are forced to write checks on projected cash. 2-cycle billing would create an evenly distributed flow of cash and would make our check disbursements much less complicated.

In addition to the cash flow stabilization, there is the benefit of the increase in interest earned on average balances. By depositing larger sums of money earlier in the month, our interest earned on the new funds will increase.

Although there will be some initial confusion, I believe that in time, this new procedure will be a great improvement for the city and its residents.

QUOTES FOR AIR COMPRESSOR

Snap-on Dealer

Snap-on Air Compressor - 5 HP - 80 Gal Tank - Vertical = **\$2,533**
Air Source Compressor - 5 HP - 60 Gal Tank - Vertical = **\$1,869**
Both come with a 1 year warranty.

Prime Equipment

Emglo DC5-E60 - 5 HP - Electric - 60 Gal Tank - Regulator - Magnet Start
Comes with a 1 year warranty = **\$1,395**

S & S Ace Hardware

Ingersol Rand #1R5E6VA - 5 HP - 60 Gal Tank - Max PSI 125
12.5 CFM @ 40 PSI - Cast Iron Cylinder with Aluminum Casing = **\$525**

EXCEL - 2 Stage - 5 HP - 60 Gal Tank - Max PSI 160
17.2 CFM - Cast Iron = **\$900**

Ingersol Rand - 2 Stage - 5 HP - 80 Gal Tank - Max PSI 175
18.9 CFM @ 175 PSI = **\$1,190**

Recommendation from Scott Schnedecor with S & S Ace Hardware - It is important to get the compressor with the power that you need. Some heavier duty tools require higher CFM to operate correctly. An inadequate compressor will shorten its life and the lifespan of your tools. A larger 2 Stage unit will allow your shop to do anything that comes up, including multiple operators. A well maintained unit will last for many years, therefore, you can "grow into" a better unit. I recommend proposal #3.

United Tool Supply

Emglo Y5A - 5 HP - 60 Gal Tank - 21.7 CFM = **\$1,421**

Mac Tools Inc.

2 Stage Air Compressor - 5 HP - 3 Cyl - Vertical Tank
18.7 CFM @ 175 PSI - 2 Year Warranty - **\$1,379**

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: CITY MANAGER
DATE: FEBRUARY 11, 1991
RE: GAS TRAINING

The S.G.A. Natural Gas Distribution Course is being offered through the Gas Authority. This course is an excellent tool for training employees in a wide range of gas distribution subjects. This is a two year course with a certification in gas distribution upon completion. The cost per student is \$115.00. There won't be extra charges for mileage or meals.

I am requesting two employees attend at this time.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: CITY MANAGER
DATE: FEBRUARY 11, 1991
RE: WATER CERTIFICATION

In a continuing effort to educate and certify the City in water as required by EPD, the Water Department is requesting the following budgeted amounts to send Scott Payne to continue his education in water distribution certification.

Registration Fee.....	\$ 35.00
Lodging for 5 Nights....	\$150.00
Meals Approximately....	\$150.00
Mileage @ 185 Miles.....	\$ 43.35
TOTAL	<u>\$378.35</u>

The classes are April 8-12th at the Georgia Water & Wastewater Institute in Carrollton. We are requesting this appropriation now because the classes fill quickly.

If you have any questions, please contact me.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: CITY MANAGER
DATE: FEBRUARY 11, 1991
RE: WATER MAIN ON LEVEL CREEK ROAD

The City is experiencing water quality problems at the lower end of Level Creek Road. There is a 2" galvanized line that serves 16 water customers.

EPD has informed the City that we have several old galvanized lines that need replaced because of corrosion.

The City's Utilities Supervisor is aware of this problem and in the past 3 years, the City has replaced 3.5 miles of water mains.

The amount for the replacement of the line on Level Creek Road is \$5,316 for materials only. The City would provide the labor.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: CITY MANAGER
DATE: FEBRUARY 11, 1991
RE: RICHLAND CREEK INTERCEPTOR

This memorandum is to inform you about the Richland Creek interceptor line running through the middle of the new section of the City's landfill.

Pat O'Connor, with Button Gwinnett Landfill, and I met with their engineer and attorney and the City's engineer and attorney and the easement people.

Mr. O'Connor stated that their company agrees to pay for any improvements that would be required to be made for the interceptor line to be run through the landfill.

My recommendation to the Council is to have the City Attorney design an agreement or amend the now proposed lease agreement to define the requirements and cost to Button Gwinnett Landfill.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: Mayor and Council Members
FROM: Inspections Department
RE: Approval for ordering Inspection Cards
DATE: February 8, 1991

The Inspections Department is in need of more Inspection cards and has gotten estimates from three different suppliers, which is provided below.

1. Reeds Printing
estimate for 1000 cards \$ 230.00
2. Weatherfords
estimate for 1000 cards \$ 635.00
3. Born Printing
estimate for 1000 cards \$ 610.00

We request that an approval be given to order these cards from Reeds.

NOTE: The larger quantity that we order the cheaper it will be that is why we are asking to order 1000 cards.

REVISED

December 19, 1991

EQUIPMENT REQUESTS FOR JANUARY 1991

BUDGETED

REQUEST

1- Dump Truck, 5 yd.- used	8,000	2,000
1- Turf Tractor/3 pt. hitch, P.T.O.	15,000	12,800
1- Bulk Spreader	4,000	1,580
1- Hand Spreader	150	150
1- Hand Sprayer, 3 gal.(backpack sprayer)	200	200
1- 21" Hand Rotary	600	
1- Power Washer	1,000	1,000
1- Measuring Wheel	100	100
1- Transit	400	400
1- Wheel Barrow	75	
1- Step Ladder	30	30
6- Shovels, Pointed	90	
6- Shovels, Square	90	
3- Shovels, Sharpshooter	60	
2- Sledge	80	
2- Hammers	24	24
3- Gas Cans, 5 gal.	24	
2- Picks	24	
1- Jumper Cables	20	20
1- Tow Chains	50	
4- Iron Rakes	40	
6- Mag Rakes	150	(2) 50
1- Crow Bar	30	30
1- Push Broom	30	
2- Extension Cords, 100'	70	70
1- Measuring Tape, 100'	20	20
5- Weed Eaters	1,600	
1- Extension Ladder	200	
2- Pole Pruners	70	
3- Lopping Shears	45	
3- Pruning Saws	45	
2- Hatchets	30	
2- Hand Sicles	30	

TOTAL

\$32,377

\$18,474

REVISED

December 19, 1990

EQUIPMENT REQUESTS FOR FEBRUARY

	<u>BUDGETED</u>	<u>REQUEST</u>
1- Turf Tractor/3 pt. hitch, P.T.O.	15,000	
1- Air Compressor (Big)	1,000	
1- Bench Vise, Heavy Duty	40	
2- Pipe Vise	100	
1- Floor Jack	400	400
2- Hydraulic Jacks, (3-4 ton)	150	
1- Bench Grinder, 3/4 h.p.	200	
1- Hand Grinder, Electric	100	
1- Grease Gun	10	
1- Battery Charger, 12 volt	300	
2- Drop Lights	50	(1) 25
1- Hand Cart	100	
Fire Extinguishing Service (Yearly)	120	
1- Bulletin Board, 4 X 6	50	
1- Refrigerator	300	
5- Clip Boards	15	
1- Telephone / Call Waiting	80	
1- Mechanic Tools	1,000	500
(Assortment of nuts, bolts, & washers)		
1- Acetylene Torch Kit	200	
2- Axle Stands, 5 tons	30	30
2- Office Desks	700	
2- Office Chairs	150	
2- Side Chairs	100	
2- Filing Cabinets, 4 drawer	200	
1- Book Case	150	
<hr/>		
TOTAL	\$21,045	\$955

Gene & Matt Ford Tractor Sales Inc.

Highway 29
P.O. Box 220

Telephone 867-3179
Home 534-3822

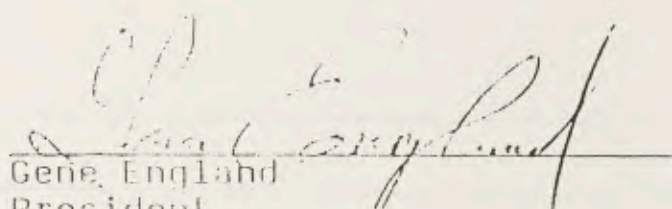
WINDER, GEORGIA 30680

January 21, 1991

TO: City of Sugar Hill

ATTN: Bob Boltz

Our bid price for one L3650 Kubota Tractor, 4X4, with shuttle shift, turf tires, five front end weights, hydraulic valve, canopy, hydraulic leveling box, and hydraulic top link is \$12,800.00.


Gene England
President



NEW HOLLAND



GTC GLEESON
TRACTOR CO., INC.

3520 Spot Rd. • Cumming, GA 30130 • 887-3471 (Atl.)688-2257

DATE: Dec. 10, 1990

NAME: Sugar Hill Golf Course
ADDRESS: 6094 Suwanee Dam Rd.
CITY: Sugar Hill STATE: Georgia ZIP: 30518
PHONE: 271-0519

QUOTE ON: Vicon Fertilizer Spreader LIST PRICE: 1,746.00

MODEL: 403 - 950 lb. Capacity

OPTIONS: To increase capacity to

Lee
Wood model 503 1200 lbs., you would add

a top hopper at a cost of
\$ 149.00

SUB-TOTAL: 1,746.00

EQUIPMENT: _____ PRICE: _____

177 _____ *300* _____

EQUIPMENT SUB-TOTAL: _____

TOTAL: _____

TRADE-IN: _____ LESS TRADE: _____

TOTAL: 1,746.00

DISCOUNT: 166.00

TOTAL: 1,580.00

6% SALES TAX: --

GRAND TOTAL: 1,580.00

GLEESON TRACTOR QUOTE BY: *George W. Gleason*

ACCEPTED BY: _____



CALLED COUNCIL MEETING
TUESDAY, FEBRUARY 19, 1991
7:00 P.M.

A G E N D A

- A) Irrigation System at Golf Course
- B) Maintenance Facility Design Plans
- C) Chipper and Leaf Catcher Request
- D) Request for Vehicle in Bldg. Inspections
- E) Request for Air Compressor
- F) Prison Bus Repair
- G) GMA Convention - June 22 - 25, 1991
- H) Rate Increase Ordinance
- I) Tap-on Fees
- J) Impact Fee Course
- K) GEFA & Pooled Lease Funds
- L) Finance Department Schedule

PERSONNEL MEETING
TUESDAY, FEBRUARY 19, 1991
AFTER CALLED COUNCIL MEETING

A G E N D A

- A) Personnel Matter

CALLED COUNCIL MEETING
TUESDAY, FEBRUARY 19, 1991
7:00 P.M.

MINUTES

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards, Building Inspector Steve Kennedy, Clubhouse Manager Wade Queen and City Clerk Judy Foster.

Meeting called to order at 7:08 p.m. by Mayor Haggard.

Irrigation System at Golf Course

Director of Golf Bob Boltz is requesting authority to add more spray heads to the irrigation system if they are needed. Council Member Hawthorne moves to give the Director of Golf the authority to add up to 20 additional spray heads, as needed. Second to the motion by Council Member Queen. Vote unanimous.

Maintenance Facility Design Plans

Clubhouse Manager Wade Queen presents plans and bids for 3 different types of maintenance buildings: a 28' x 60' building with an office, breakroom and storage space, a 30' x 120' building with equipment and storage space only, and a 30' x 50' shop. Refer to bids submitted by Ronnie Humphrey. Mr. Queen states that \$146,250 will cover a maintenance building, grading and paving. The only thing this amount does not include is the holding tank for the gasoline and the requirements for this holding tank. Discussion held on this matter. No action was taken.

Mr. Queen states that he is not satisfied with the proposed location for the cart barn. The proposed location is too steep and too far away from the clubhouse. Discussion is held on the different locations the cart barn could be placed. There is a general consensus to place the cart barn to the right of the clubhouse as recommended by Mr. Queen and to authorize him to begin obtaining quotes for the construction of the cart barn.

Chipper and Leaf Catcher

Building Inspector Steve Kennedy states that he doesn't know much about these products. Refer to list of quotes. Mr. Boltz states that he has used both Vermeer and Olathe products and they are both reliable. Council Member Hawthorne suggests purchasing only one chipper to be used at both the golf course and in the City. No action was taken on this matter.

Request for Vehicle in the Building Inspections Department

Building Inspector Steve Kennedy states that the 1980 Chevy Luv Truck, which was utilized in his department, has been sold for \$200 and he is requesting the funds to purchase a 1980 Dodge truck from the government sale. Refer to memo from Mr. Kennedy. Mr. Kennedy states that the City mechanic evaluated this truck and has stated that it is in great condition and only needs a new muffler and tail light. No action was taken on this matter.

**CALLED COUNCIL MEETING
TUESDAY, FEBRUARY 19, 1991
MINUTES, CONT'D.
PAGE 2**

Request for Air Compressor

City Manager Kathy Williamson states that we cannot use a 3-phase air compressor. Refer to list of quotes. Council Member Hawthorne states that he may be able to obtain an EXCEL air compressor for less than \$900. There is a general consensus for Council Member Hawthorne to look into this.

Prison Bus Repair

City Manager Kathy Williamson states that the prison bus is being repaired. The transmission had to be rebuilt and the cost for this repair is \$200. Refer to memo from the Director of Finance.

GMA Convention - June 22-25, 1991

City Clerk Judy Foster states that she needs to know who will be attending the GMA Convention in Savannah this year and where does everyone want to stay. Discussion is held on this matter. There is a general consensus that Days Inn be the first hotel choice, the Hilton second choice and the Hyatt last choice and that the entire Mayor and City Council, City Manager and City Clerk may attend.

Rate Increase Ordinance

City Manager Kathy Williamson states that this matter needs to be tabled until she can obtain the updated gas prices.

Variance for Maintenance Building at Golf Course

Building Inspector Steve Kennedy states that a 60' variance will have to be obtained before the maintenance building can be constructed. This is due to the current zoning which is AF (Agricultural/Forest) and the maintenance building being located at a public road. Discussion is held concerning whether or not the road to the clubhouse is a private drive or a public road. There is a general consensus that the road leading to the clubhouse is a private drive. Mr. Kennedy states that this is fine, it just needed to be clarified. However, Mr. Kennedy suggests camouflaging the metal building, if this is the type that will be built, with shrubbery and flowers. Mr. Boltz states that this is his intention.

Rezoning Golf Course Property

Council Member Hawthorne states that the golf course property needs to be rezoned since it is currently AF (Agricultural/Forest) and a treatment plant cannot be built in this zoning classification. Discussion was held on this matter. There is a general consensus to begin procedures necessary to rezone the golf course property to LM (Light Manufacturing).

Tap-on Fees

City Manager Kathy Williamson presents the Mayor and Council with a report showing how much revenue the City is losing on sewer and water tap-ons and rates. Mrs. Williamson is recommending the City charge \$37 per student for the sewer tap-on at Lanier Middle School. This is the same amount the County charges. Council Member Hawthorne moves to charge all 3 schools

**CALLED COUNCIL MEETING
TUESDAY, FEBRUARY 19, 1991
MINUTES, CONT'D.
PAGE 3**

in our district the same sewer tap-on fees and sewer rates as the County charges. Refer to report. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne states that the City has lost over \$1,000,000 in the past 10 years for the treatment of sewer. He suggests increasing our sewer rates by 20% every 6 months until our rates are in line with how much it is costing us to treat the sewage. Discussion held on this matter. Council Member Hawthorne moves to increase sewer rates to \$2.50 for the base fee and \$2.00 for every 1,000 gallons of water used. Second to the motion by Council Member Morris. Vote unanimous.

After discussion was held on water tap-on fees, Council Member Hawthorne moves to increase water tap-on fees to \$750.00 per tap. Second to the motion by Council Member Queen. Vote unanimous.

Council Member Hawthorne asks the Director of Finance to give a report at the meeting next week which shows how these increases will effect our budget this year.

Impact Fee Course

City Manager Kathy Williamson states that Council Member Hawthorne had suggested the City Attorney attend this course on impact fees instead of her and the cost can be divided between the cities he represents. Mrs. Williamson states that Mr. Thompson is already planning to attend this course and his firm will be incurring the expense for training. Mrs. Williamson states that all the finance officers she talked to last week at the Clerks Conference are planning to attend and suggested she do the same. Council Member Hawthorne states that the first City to implement these impact fees will be sued and he feels that we should sit back and let another City set the precedent. Mrs. Williamson states that she was asked last year to drop the budget and begin working on impact fees and so she was under the impression that this was a priority of the Mayor and Council. Mr. Hawthorne thinks that this course will be more on software and not very informative to us. No action was taken on this matter.

Golf Course Budget

Council Member Hawthorne states that the most important thing at this time is to complete the golf course as soon as possible so we can start generating some revenue. Discussion held on this matter. There is a general consensus for Mr. Boltz and Mr. Queen to take the golf course budget and determine what can be done in order to complete the golf course with the \$600,000 remaining in the construction fund and report on this at the meeting next week.

Invoice from Westinghouse

Director of Golf Bob Boltz states that Keck & Wood approved and submitted an invoice to him, from Westinghouse, for payment of approximately \$37. Mr. Boltz does not want to authorize payment of this invoice since he

B. H. HUMPHREY, INC.
CALLED COUNCIL MEETING
TUESDAY, FEBRUARY 19, 1991
MINUTES, CONT'D.
PAGE 4

is not aware of them coming out to do any inspections. Council Member Hawthorne moves to authorize the Director of Finance to contact Mr. Stanley and notify him that we will not make payment for this invoice since Mr. Boltz will not approve it. Second to the motion by Council Member Morris. Vote unanimous.

Legislative Annexations

City Manager Kathy Williamson states that Larry Bailey has approximately 1 acre located off Austin Garner Road that he wants annexed into the City with the zoning classification of RS-100. Mrs. Williamson is recommending that this parcel be included with the legislative annexations the City Attorney is working on at this time. Council Member Queen moves to accept the recommendation of the City Manager. Second to the motion by Council Member Morris. Vote 3 for - 1 abstains, Council Member Everett. Motion carried.

Ralph Robinson Easement

City Manager Kathy Williamson states that Rick Chandler, attorney for Ralph Robinson, is pressuring Mr. Thompson about the easement the Robinson's are claiming they have. Discussion held on this matter. Council Member Hawthorne states that the title insurance company should be responsible since they notified us that the title was clear of easements. Council Member Hawthorne moves to authorize the City Manager to contact the City Attorney concerning the title insurance company being responsible for their error. Second to the motion by Council Member Morris. Vote unanimous.

Contract with Exterior Designing, Inc.

Director of Golf Bob Boltz states that the City Attorney and himself will be meeting with EDI concerning the closing of the construction contract for the golf course on Thursday and they would like to meet in the conference room in City Hall.

Recess

Council Member Hawthorne moves to recess the Called Council Meeting in order to hold a short Personnel Meeting. Second to the motion by Council Member Morris. Vote unanimous.

Called Council Meeting recessed at 10:05 p.m.

Called Council Meeting called back to order at 10:30 p.m.

There was no further business conducted.

Adjournment

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

Called Council Meeting adjourned at 10:30 p.m.

Judy L. Foster

B. H. HUMPHREY, INC.

Building Contractor

689 Level Creek Road.
Buford, Georgia 30518
Telephone - 945-5854

SUGAR HILL GOLF COURSE

30' x 50' SHOP:

1. Permit.
2. Builders Risk Insurance.
3. 30' x 50' Metal building with 14' walls, (2) 12' x 12' roll up doors, (1) 3'0" exit door, (4) skylight, (1) 36" fan, 2" insulation and gutter.
4. Wiring according to attached sheet.
5. Heating 100,000 B. T. U. Unit Heater.
6. Plumbing (1) wall hung lavatory, (1) water closet, and (1) 6 gallon water heater.
7. Interior, office, storage and wash area.
8. 2' x 2' opening in floor for future lift.
9. One floor drain.
10. 22' x 35' concrete slab with drain.
11. 750 gallon tank with lift pump.
12. Estimate septic tank \$1,200.00.

TOTAL \$33,800.00

Ronnie Humphrey
2/15/91

2-7-96

Bid to Ronnie Humphrey for Sugar Hill Golf Course

Shop Building

- 17 receptacles
- 1 GFCI Receptacle
- 5 4 ft. fluorescent lights
- 12 8 ft. fluorescent lights
- connect exhaust fan
- 1 Combination Exit-Emergency light
- 1 Emergency light
- 1 Air Compressor Shp
- 1 wall heater in office
- connect shop heater
- connect 2 fuel tanks
- 200 amp 3 phase service (not including line to power company transformer)

B. H. HUMPHREY, INC.

Building Contractor

689 Level Creek Road.
Buford, Georgia 30518
Telephone - 945-5654

SUGAR HILL GOLF COURSE

30' x 120' EQUIPMENT AND STORAGE BUILDING:

1. Permit.
2. Builders Risk Insurance.
3. 30' x 120' Metal building with 12' walls, open front, sky light, and gutters.
4. Wiring according to attached sheet.
5. 120' Reverse board and batts on side facing road.
6. Painting siding.
7. *Wiring*

TOTAL \$30,400.00

Rossie Humphrey
2/15/91

Bid to Ronnie Humphrey for Sugar Hill Golf Course

Equipment Storage Shed

14 8 ft. flourescent lights

2 switches

4 receptacles

100 amp single phase service (not including line to power company transformer)

B. H. HUMPHREY, INC.

Building Contractor

689 Level Creek Road.
Buford, Georgia 30518
Telephone - 945-5654

SUGAR HILL GOLF COURSE

28' x 60' OFFICE, BREAKROOM, STORAGE:

1. Permit.
2. Builders Risk Insurance.
3. 4" Concrete slab 28' x 48' .
4. Framing outside wall 2" x 6" with reverse board and batts.
5. Interior walls 2" x 4" with 5/8 fire rated sheetrock.
6. Plumbing according to attached sheet.
7. Wiring according to attached sheet.
8. Heating 2 ton heat pump.
9. Insulation heated area 6" batts.
10. Painting.
11. Garage door 8' x 10' roll up.
12. Cut in door from office to breakroom.
13. Restrooms 4' x 4' ceramic tile showers 6' high with ceramic tile floor and base.
14. Doors according to drawing with lever hand door locks.
15. Breakroom and office exterior door handicap hardware.
16. Offices, breakroom, restroom for office, and storage vinyl tile 12' x 12'.
17. 8' of base cabinet and wall cabinets.
18. Handicap bars in showers.
19. Mirrors in restrooms.
20. Gutters.
21. 3/4 Plywood walls in pesticide storage.
22. Septic tank estimated \$2,000.00.

TOTAL \$49,450.00

Bonnie Humphrey
2/15/91

Plumbing Quote: Sugar Hill Golf Course
For: B.H. Humphrey Inc.

Plumber to Supply: (New Part)

- 2- 4'x4' Showers With Handicap Valves w. Spray
- 2- Mansfield Handicap Water Closets.
- 2- Wall Hung Handicap Lavatories - w H.C. Valves
- 2- Regular Wall Hung Lavatories - w. Delta Valves
- 1- 50 Gallon electric Water Heater
- 1- Wall Hung Water Cooler
- 1- Wall Hung Urinal Mansfield 300 exp trap.
- 1- Kitchen Sink - w- Delta Valve

(Old Part)

- 1- Mansfield 126-35 toilet
- 1- Marble lavatory - w Delta faucet.
- 1- 2½ or 6 gallon water heater

4

Bid to Ronnie Humphrey for Sugar Hill Golf Course

Building 1 - Office, breakroom and showers

- 4 GFCI Receptacles
- 15 Receptacles
- 12 Switches
- 2 Water heaters
- 2 ton 15 kw heat pump
- 16 4 ft. flourescent lights
- 4 8 ft. flourescent lights
- 3 explosion proof lights
- 1 bath fan
- 2 shower fans - connections only
- 200 amp single phase service (not including line to power company transformer)
- 2 telephone outlets
- 2 combination Exit-Emergency lights

CHIPPER QUOTES

Vermeer Southeast Sales & Service, Inc.

Vermeer Model 620.....	\$ 6,495
Vermeer Model 1600A.....	\$13,795
Vermeer Model 1250.....	\$15,600

Vendmark Industrial Supply, Inc.

Mighty Bandit.....	\$ 6,290
Mighty Bandit II.....	\$ 7,355
Bandit Model 90.....	\$ 9,865
Bandit Models 150, 200 & 250.....	\$14,000 - \$18,000

Lanier Ford Tractor Inc.

Wood Chuck - Heavy Duty.....	\$13,000
Wood Chuck - Heavy Duty Hydraulic.....	\$13,500

Turf Care Products Inc.

Olathe Model 12, 3 Point Hitch.....	\$ 4,420
Olathe Model 12, Pull Type.....	\$ 4,675
Olathe Model 182, 20 HP.....	\$ 6,694
Olathe Model 182, 24 HP.....	\$ 7,034
Olathe Model 182, 21.5 Kubota Diesel.....	\$ 8,500
Olathe Model 986, 140 CID Ford, 60 HP, 4 Cyl.....	\$13,225
Olathe Model 986, 300 CID Ford, 120 HP, 6 Cyl.....	\$15,265
Olathe Model 986, Ford Diesel, 80 HP, 4 Cyl.....	\$16,370
Olathe Model 986, Cummins Diesel, 80 HP, 4 Cyl.....	\$16,838
Olathe Model 986, Cummins Diesel, 177 HP, 6 Cyl.....	\$21,810
Olathe Model 816, Ford 300 CID, 120 HP, 6 Cyl.....	\$15,690
Olathe Model 816, Ford 268 Diesel.....	\$16,540

LEAF CATCHER QUOTES

Turf Care Products Inc.

Olathe Model 31 Leaf Loader W/20 HP.....	\$ 3,655
Olathe Model 31 Leaf Loader W/24 HP.....	\$ 3,995
Chipping Dispersal Kit.....	\$ 280

Decatur Tool Rental

Revac Reducer Vacuum, 11 HP.....	\$ 1,994
Revac Reducer Vacuum, 16 HP.....	\$ 2,374
Skid Mount Platform.....	\$ 41
Wheel Assembly Platform.....	\$ 158
Trailer.....	\$ 358

MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: STEVE L. KENNEDY
DATE: 2-6-91
RE: INSPECTIONS DEPARTMENT IN NEED OF A VEHICLE

The inspection department is in need of a vehicle to replace the 1980 Chev. Luv Truck. This vehicle was purchased in April 5, 1989 from the Government sales in Atlanta, Georgia for \$800.00. It has been used by several departments in the past and parts repair needed to correct it now is not practicle in my opinion. Mileage at the time of purchase was 26,421 and now reads 39,000.

January 30, 1991, Kenny Hudson and I found a 1980 Dodge Truck with a slant V-6, full size at the Government Sales for \$1,250.00. This vehicle has 92,000 miles listed. Mr. Hudson checked this vehicle out and found the following items that would need to be corrected:

1. Replace muffler
2. Replace broken tail light.

This vehicle has no rust, good tires and the engine runs good.

I propose to the Mayor and Council that the Chev. Luv Truck be sold by sealed bids and purchase on the Dodge Truck.

QUOTES FOR AIR COMPRESSOR

Snap-on Dealer

Snap-on Air Compressor - 5 HP - 80 Gal Tank - Vertical = **\$2,533**
Air Source Compressor - 5 HP - 60 Gal Tank - Vertical = **\$1,869**
Both come with a 1 year warranty.

Prime Equipment

Emglo DC5-E60 - 5 HP - Electric - 60 Gal Tank - Regulator - Magnet Start
Comes with a 1 year warranty = **\$1,395**

S & S Ace Hardware

Ingersol Rand #1R5E6VA - 5 HP - 60 Gal Tank - Max PSI 125
12.5 CFM @ 40 PSI - Cast Iron Cylinder with Aluminum Casing = **\$525**

EXCEL - 2 Stage - 5 HP - 60 Gal Tank - Max PSI 160
17.2 CFM - Cast Iron = **\$900**

Ingersol Rand - 2 Stage - 5 HP - 80 Gal Tank - Max PSI 175
18.9 CFM @ 175 PSI = **\$1,190**

Recommendation from Scott Schnedecor with S & S Ace Hardware - It is important to get the compressor with the power that you need. Some heavier duty tools require higher CFM to operate correctly. An inadequate compressor will shorten its life and the lifespan of your tools. A larger 2 Stage unit will allow your shop to do anything that comes up, including multiple operators. A well maintained unit will last for many years, therefore, you can "grow into" a better unit. I recommend proposal #3.

United Tool Supply

Emglo Y5A - 5 HP - 60 Gal Tank - 21.7 CFM = **\$1,421**

Mac Tools Inc.

2 Stage Air Compressor - 5 HP - 3 Cyl - Vertical Tank
18.7 CFM @ 175 PSI - 2 Year Warranty - **\$1,379**

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: FEBRUARY 18, 1991
RE: PRISON BUS

For your information, the transmission in the new prison bus broke down late Friday afternoon. Addington Blount Ford is rebuilding the transmission for \$200.00.

CONVENTION REGISTRATION AND HOUSING FORM INSTRUCTIONS

1. A separate Convention Registration and Housing Form must be filled out by each delegate wishing to register for the convention. (The form may be duplicated.) **The registration fee must accompany the form in order for your housing request to be processed.** (A city or company may send one payment for all delegates.) If this request is being sent in for a group of people, be sure other delegates do not duplicate.

2. All requests are handled on a first-come, first-served basis. Housing requests should include at least six (6) choices of hotels. The hotels, along with prices and other information, are listed on the Convention Registration and Housing form. The hotels become booked very quickly and your first choice may not be available. (If you do not list multiple requests and your first preference is not available, your housing request will be assigned to another hotel for you.) Housing reservations will be accepted through GMA until May 24, 1991. **No phone reservations or faxes will be accepted.** GMA will release all unused rooms on May 25th and cannot help anyone with room reservations or cancellations after this date.

3. Changes in your reservation and cancellations must be made through the Georgia Municipal Association office until the cut-off date, and must be made in writing only.

4. Your reservation will be held only until 6:00 PM on the day of arrival unless the room is guaranteed with a credit card number or a night deposit is made directly to the hotel. **Please do not send your deposit to GMA. It will be sent back to you.** The check should be forwarded to the hotel after confirmation has been received. If you plan to pay your hotel with a personal or city check, arrangements should be made prior to your arrival with the hotel credit manager. This includes master accounts.

5. Early registration fee is \$135.00 per person for city officials and Associate Members, \$100.00 for spouses of city officials and Associate Members, \$40.00 for children of city officials and Associate Members and \$170.00 for all other attendees. On May 21st the registration fee will be \$160.00 for city officials and Associate Members, \$125.00 for Spouses of city officials and Associate Members, \$50.00 for children of city officials and Associate Members and \$205.00 for all others. You will be billed for the difference if your forms are not postmarked by May 17th.

6. Refunds for cancellations will be made in full until May 17, 1991. After this date, each cancellation will be subjected to a \$50.00 per person cancellation fee. **Cancellations must be made in writing and must be postmarked by June 14, 1991. No cancellations will be accepted after this date.**

**TENTATIVE AGENDA
GMA 58TH ANNUAL CONVENTION
JUNE 22-25, 1991 -- SAVANNAH, GEORGIA**

Saturday, June 22
9:00 AM - 5:00 PM
9:00 AM - 4:00 PM

Exhibits Installation - Civic Center
Municipal Training Institute - Coastal Center
Planning and Zoning I
Financial Management
Personnel Administration
GMA Registration Desk Open - Civic Center
GMA Board Meeting - DeSoto Hilton

1:00 PM - 5:00 PM
2:00 PM

Sunday, June 23
9:00 AM - 7:00 PM
9:00 AM - 4:00 PM
1:30 PM
6:00 PM - 7:30 PM

GMA Registration Desk Open - Civic Center
Exhibits Open - Civic Center
Door Prize Drawings - Civic Center
Opening Reception - Civic Center

Monday, June 24

8:00 AM - 3:00 PM
8:00 AM - 2:00 PM
9:00 AM - 10:00 AM
10:15 AM - 12:00 Noon
12:30 PM
1:00 PM
1:00 PM
1:30 PM
1:00 PM - 2:00 PM
2:00 PM - 3:00 PM
2:00 PM - 4:00 PM
2:00 PM - 4:00 PM

GMA Registration Desk Open - Civic Center
Exhibit Hall Open - Civic Center
Opening General Session - Civic Center
Concurrent Workshops - Civic Center
Women in Government Luncheon & Seminar
Golf Tournament - Southbridge Golf Course
Tennis Tournament - Bacon Park
Tours for Delegates & Spouses
MGAG Annual Meeting - Hall of Fame Room
MEAG Annual Meeting - Hall of Fame Room
Fashion Show - Hyatt Regency
Concurrent Workshops - Civic Center
Evening Open

Tuesday, June 25

8:30 AM - 12:00 Noon
8:30 AM
9:00 AM - 10:30 AM
10:00 AM - 12:00 Noon

12:00 Noon
2:00 PM - 3:30 PM
5:00 PM - 7:00 PM
7:00 PM
8:30 PM - 12:00 Mid.

GMA Registration Desk Open - Civic Center
Door Prizes - Civic Center
Concurrent Sessions - Civic Center
Business Sessions and Awards Presentations - Civic Center
Luncheon - Civic Center
Concurrent Workshops - Civic Center
Shrimp Boil - Civic Center Arena
Door Prize Drawings
Dance - Civic Center

See Next Page For More Convention Information

**CONVENTION REGISTRATION AND HOUSING FORM
GMA 58TH ANNUAL CONVENTION
JUNE 22-25, 1991**

Note: A separate form must be filled out by each delegate wishing to register.

NAME: _____ TITLE: _____ ORGANIZATION/
(PLEASE LIST NAME AS YOU WISH IT TO APPEAR ON YOUR NAME BADGE.) CITY: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

FAMILY MEMBERS TO BE REGISTERED:
SPOUSE'S FULL NAME: _____ CHILDREN'S NAMES: _____

	Early Bird Registration * (Through May 17, 1991)	Late Registration (After May 17)
CONVENTION REGISTRATION		
City Officials & Associate Members	<input type="checkbox"/> \$135.00	<input type="checkbox"/> \$160.00
Spouses of Registered Delegates	<input type="checkbox"/> \$100.00	<input type="checkbox"/> \$125.00
Children of Registered Delegates	<input type="checkbox"/> \$40.00	<input type="checkbox"/> \$50.00
Non-Members (all others)	<input type="checkbox"/> \$170.00	<input type="checkbox"/> \$205.00
1991 MUNICIPAL TRAINING INSTITUTE		
Financial Management (Sat.)	<input type="checkbox"/> \$75.00	<input type="checkbox"/> \$100.00
Planning and Zoning I (Sat.)	<input type="checkbox"/> \$75.00	<input type="checkbox"/> \$100.00
Personnel Administration (Sat)	<input type="checkbox"/> \$75.00	<input type="checkbox"/> \$100.00
OTHER CONVENTION ACTIVITIES		
City Attorneys Seminar (Sun.)	<input type="checkbox"/> \$35.00	<input type="checkbox"/> \$45.00
Women In Municipal Govt. (Sun.)	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$25.00
GMA Golf Tournament (Mon.)	<input type="checkbox"/> \$35.00	<input type="checkbox"/> \$40.00
GMA Fun Run (Mon.)	<input type="checkbox"/> \$5.00	<input type="checkbox"/> \$10.00
GMA Tennis Tournament (Mon.)	<input type="checkbox"/> \$5.00	<input type="checkbox"/> \$10.00
TOTAL ENCLOSED	\$ _____	\$ _____

HOUSING RESERVATIONS

ARRIVAL DATE: _____ DEPARTURE DATE: _____
SHARING ROOM WITH: _____

CHOICE	HOTEL/MOTEL	SINGLE	DOUBLE	TRIPLE	QUAD	1 BD SUITE	2 BD SUITE
_____	BEST WESTERN RIVERFRONT	\$45.00	\$49.00	\$49.00	\$49.00	---	---
_____	CLUB HOUSE INN	\$42.00	\$52.00	\$62.00	\$72.00	\$82.00	---
_____	COURTYARD BY MARRIOTT	\$55.00	\$65.00	\$65.00	\$65.00	---	---
_____	DAYS INN DOWNTOWN	\$57.00	\$57.00	\$57.00	\$57.00	\$79.00	\$79.00
_____	DESOTO HILTON	\$78.00	\$88.00	\$88.00	\$88.00	\$175.00	\$250.00
_____	EAST BAY INN	\$86.00	\$96.00	\$106.00	---	---	---
_____	ELIZA THOMPSON HOUSE	\$55.00	\$65.00	\$75.00	---	---	---
_____	HOLIDAY INN DOWNTOWN	\$40.00	\$50.00	\$50.00	\$50.00	---	---
_____	HOWARD JOHNSONS	\$45.00	\$50.00	\$50.00	\$50.00	---	---
_____	HYATT REGENCY SAVANNAH	\$89.00	\$89.00	\$103.00	\$120.00	**	**
_____	MULBERRY INN	\$96.00	\$96.00	\$96.00	\$96.00	\$150.00	---
_____	OLDE HARBOUR INN	\$80.00	\$90.00	\$100.00	\$110.00	**	**
_____	PLANTERS INN	\$92.00	\$92.00	\$102.00	\$112.00	\$135.00	---
_____	QUALITY INN DOWNTOWN	\$44.00	\$44.00	\$44.00	\$44.00	\$85.00	\$115.00
_____	RIVER STREET INN	\$95.00	\$95.00	\$105.00	\$105.00	---	---
_____	SHERATON SAVANNAH RESORT	\$82.00	\$92.00	\$102.00	\$112.00	\$150.00	\$225.00

PLEASE LIST AT LEAST SIX (6) CHOICES AND CIRCLE THE TYPE OF ACCOMMODATION NEEDED.
** CALL CINDY FOWLER AT THE GMA OFFICES (404)688-0472 FOR SUITE RATES.

IF YOU DO NOT WISH TO SEND THE HOTEL A CHECK, YOU MAY GUARANTEE YOUR FIRST NIGHT'S DEPOSIT WITH A CREDIT CARD:
 MASTER CARD
 VISA
 AMERICAN EXPRESS

CARD NUMBER _____ EXP. DATE _____

FOR OFFICE USE ONLY

RECEIVED: _____
CHECK NUMBER: _____
AMOUNT: _____

Please return this form along with a check for the total amount of registration fee to: GMA Convention, 201 Pryor Street, SW, Atlanta, Georgia 30303.

Send In Applications Now For 1991 City Innovations Awards

Applications will now be received from cities for the 1991 GMA City Innovations Achievement Awards. This program, now in its fourth year, is designed to showcase innovative projects that cities have undertaken, make these innovations readily available to other cities and to spur some friendly competition between Georgia cities.

Here's how the program works:

- **Basic Qualifications** - Cities must be members of the Georgia Municipal Association to enter the competition. Entries must describe programs or projects brought to a conclusion or showing considerable progress between the period of July 1, 1989, to December 31, 1990. Only one entry per city can be accepted. If a city sends in multiple entries all entries will be rejected.

Each entry must have a cover page with the name of the city, program or project title, the name of the chief elected official, and the population category. All entries should be no longer than four single-spaced or eight double-spaced typed pages on 8 1/2 X 11 paper. Supporting documentation such as newspaper articles, photographs, brochures, tables, charts etc. may be attached as appendices to your presentation. Five copies of the written application must be sent to GMA.

- **Presentation** - The presentation of your entry will not be the most important consideration of the judges, but it will count. Therefore, your entry should be clearly written and have a neat appearance.

It is suggested that your entry include background information such as the need for your project or program, a statement of your objective or goals and any other pertinent information you wish to provide. The body of the entry should clearly explain how your project was carried out or how your program operates. The conclusion should clearly explain the results and/or future impact of the project. The entry should also indicate how your project was financed and staffed.

- **Categories** - Each entry will be

assigned to a population category based on the 1988 census estimates for each city. Cities will compete with entries only in their population category. The seven (7) population categories are:

- (1) 1,000 and under
- (2) 1,001 - 2,500
- (3) 2,501 - 5,000
- (4) 5,001 - 10,000
- (5) 10,001 - 25,000
- (6) 25,001 - 50,000
- (7) 50,001 and above

- **Judging** - A panel of at least three (3) impartial judges will be selected. The judges will be selected based on their competence and experience with municipal government. If more than three (3) entries are received per population category, the panel of judges will screen the entries down to three (3) finalists per population category. The finalists will be asked to give a "live" presentation of their project at the GMA offices on

May 13. The winners will be selected by the judges after the presentations. The winners in each population category will be taped and a video will be shown in the exhibit hall lobby at the convention. The population category winners will be recognized during the Business Session at the 1991 Convention.

A permanent plaque will be presented to each winning entry. Articles on the seven (7) winning entries will be published in *Georgia's Cities* magazine to publicize the innovative projects.

- **Deadline** - GMA must receive all entries no later than April 15, 1991. The three (3) finalists for each population group will be notified in advance to allow adequate time to develop their presentation.

All entries should be mailed to:
City Innovations Achievement Awards
Georgia Municipal Association
201 Pryor Street, SW
Atlanta, Georgia 30303

Questions - Please contact the GMA offices at (404) 688-0472 if you need any additional information on the GMA City Innovations Achievement Awards.



Door Prize Notice

This is the announcement for the door prizes at the Annual Convention. The door prizes are one of the most popular events at the Convention.

The delegates appreciate and enjoy all door prizes but because there is limited time during the Convention you are respectfully reminded to follow these ground rules:

(1) No perishables. (2) Door prizes must be at least \$25.00 in value. (3) Each prize must be marked clearly indicating the donor's name and address as well as an identification of the prize. This will enable the contributors to receive proper recognition and thanks. We will ask all winners to write the company or business donating the prize.

The door prizes will be stored from 9:00 AM until 4:00 PM in the lobby of the Savannah Civic Center on Sunday, June 23, 1991.

Please return the form only if your city will be bringing door prizes. If this form is received by June 3, 1991, your city will be listed in the Convention program.

The City of _____

will bring door prizes to the 58th Annual Convention

Name: _____

Title: _____

City: _____

please clip and return to

GMA Door Prizes
201 Pryor St. SW
Atlanta, GA 30303

Municipal Training Institute For Elected Officials Offered At GMA Convention



Municipal Training Institute participants at Mayors' Day.

GMA and The University of Georgia's Carl Vinson Institute of Government and the Georgia Center for Continuing Education are pleased to sponsor this continuing program.

The Institute has established a series of training programs for mayors and councilmembers to enhance their knowledge and skills as municipal elected officials. It provides an opportunity to recognize elected officials for their continuing education achievements. The Training Institute will be held each year on the Saturday preceding Mayors' Day and the Annual Convention and the prior to the Spring Committee Day and the Fall Pre-Legislative Conference. Training Institute courses may be offered during Mayors' Day, the Annual Convention and other appropriate GMA meetings. Each of the courses in the Municipal Training Institute for Elected Officials will be offered at least once every two years. A Certificate of Recognition will be awarded to those elected officials who complete the required total of 42 hours of voluntary training.

The three (3) programs offered on Saturday, June 22nd will be:

Financial Management: This course examines the elements of a

sound financial program for municipal governments. It is not a "how to do it" course, but emphasizes "why to do it." Policy decisions important to good financial management are reviewed.

Personnel Administration: This course focuses on the concepts and practices of city personnel issues. Policy decisions important to effective human resource management are discussed. Resources for assistance are identified. The legal and financial impacts of personnel policies are examined.

Planning and Zoning I: This course is designed to assist elected officials in establishing or updating, as well as understanding the city's planning and zoning process. It examines the legal considerations for planning and zoning, systematic steps for developing or updating a comprehensive plan, and for establishing zoning procedures. Special problem areas are also considered.

The registration fee for all training programs is \$75.00 per person before May 17th (must be postmarked by this date) and \$100.00 per person after May 17th. To register, check the appropriate place on the conference registration form and return with payment.



85 ft. SNORKEL AERIAL DEVICE on Pirsch Fire Engine — Cummins diesel, 900# capacity platform, telescoping ladders, candy apple red with many chrome accessories. Previously owned by City of Atlanta. (Station No. 29)

Hydraulic Cranes, Derrick Diggers and Aerial Bucket Trucks



AERIAL BUCKET TRUCKS



DERRICK DIGGERS



HYDRAULIC CRANES

Large inventory of Used and Reconditioned units in stock, ready for immediate delivery. All are good clean units, coming from public utility companies. Reasonably priced. Contact us for inventory listings, photos, and information. Rental units also available.

Standard Truck & Equipment Co.

Pole, Reel, & Utility Lowboy Trailers also in stock
1155 Hill St. S.E. Atlanta, GA 30315
JACK TAFFEL, MGR.

Toll Free (800) 241-9357 In GA (404) 622-4461

ORDINANCE

The Council of the City of Sugar Hill hereby ordains the following:

Gas Rates

The monthly rate which the City charges its consumers for natural gas shall be \$6.45 per mcf inside City limits and \$7.10 per mcf outside City limits, plus any charges paid by the City to its fuel suppliers above \$3.25 per mcf.

Water Rates

The monthly rate which the City charges its consumers for water shall be \$2.75 per 1,000 gallons inside City limits and \$3.03 per 1,000 gallons outside City limits, plus any amount paid by the City to its water suppliers above \$1.71 per thousand gallons.

Sanitation Rates

The monthly rate which the City charges its residential consumers for sanitation pickup shall be an amount equal to \$5.00, plus any amounts paid by the City to its franchise sanitation company above \$5.00 per customer. This does not include the Hall Place Housing Projects. Those residential consumers will continue to be charged at \$4.00 per month, unless otherwise amended.

This Ordinance shall become effective on _____, 1991.

IT IS SO ORDAINED this _____ day of _____, 1991.



Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Attest:

City Clerk

UTILITY FEE REPORT 2/19/91

Sugar Hill

Buford

Gwinnett County

Sewer Tap-on Fees

3" Water Meter
\$13,130*

3" Water Meter
\$14,130*

\$37/student @ 1,300 students
\$48,100*

Sewer Rates

\$1.30 Base Fee
\$1.50/1,000 Gals.

\$8.00 Base Fee
\$2.50/1,000 Gals.

\$6.25 Base Fee
\$2.80/1,000 Gals.

Water Tap-on Fees

~~\$600~~
\$650

\$750

\$1,325

Water Rates

\$6.48 Base Fee-
0-1,000 Gals.
\$2.75/1,000 Gals.

\$7.00 Base Fee-
0-4,000 Gals.
\$2.20/1,000 Gals.

\$6.25 Base Fee
Charge for Reading Meter
\$2.35/1,000 Gals.

* These totals are based on how much revenue we would receive from Lanier Middle School for their sewer tap.

UTILITY TAP-ON FEES

Effective date	Tap Fee	Meter	Back Flow Preventor	Total
<u>WATER</u>				
	\$150.	\$50.	-0-	\$200.
Jan 1, 1986	\$220.	\$50.	-0-	\$270.
Dec 8, 1986	\$450.	\$50.	-0-	\$500.
Dec 14, 1987	\$525.	\$50.	\$25.	\$600.
Jan 1, 1990	\$575.	\$50.	\$25.	\$650.
 <u>SEWER</u>				
	\$350.			
Jan 1, 1986	\$550.			
Dec 8, 1986	\$750.			
Jun 8, 1987	\$1,000.			
Dec 14, 1987	\$1,500.			
Dec 18, 1990	\$2,000.			
 <u>GAS</u>				
	\$100.	\$50.		\$150.
Jan 1, 1986	\$120.	\$50.		\$170.
Dec 18, 1990	\$175.	\$50.		\$225.

Course Fee and Registration

The course fee of \$625 includes all textbooks, manuals, software, forms and other material. To register, please complete the attached registration form and return it to Georgia Tech Education Extension with payment, purchase order number, or the number of your VISA or MasterCard. Registrants will be permitted to attend only if arrangements for payment have been made prior to the start of the course.

Impact fee workshops have been very popular and may be sold-out in advance. Please register early to reserve your space in this advanced impact fee workshop.

To register by telephone, please call 404/894-2400 or 1-800/325-5007. Please have ready the priority code found on this brochure's registration form; you will be asked for it when registering. You may also FAX your registration by filling out the brochure registration form and sending it to 404/894-8925. Our FAX receives 24-hours-a-day, seven days a week.

Payment should be mailed immediately to ensure receipt before the course begins. If you must register 10 days or less before the program is to begin, please do not mail payment, but bring it with you on the first day of the program.

If you must cancel your registration, a refund can be made only if we receive notice of withdrawal on or before 10 days prior to the program start; however, we gladly accept substitutions. A processing fee of five percent of the registration fee will be charged for all returned checks.

We reserve the right to cancel this course. In such an event, we will refund the fee in full. However, no impact fee course has been cancelled.

Costs incurred by the enrollee of cancelled programs are the responsibility of the enrollee.

Stay Saturday Night and Save!

This workshop has been designed so that participants can take advantage of the usually lower weekend air fares and hotel rates.

Accommodations and Course Headquarters

Blocks of rooms have been reserved in Denver, Hilton Head, New York, Indianapolis and Seattle at the site of the course headquarters. Participants should make their reservations directly with the hotels, and refer to the Georgia Tech/Development Impact Fees Workshop when calling to be assured the special room rates.

Course locations and room rates are as follows:

Denver, CO (February 7-9, 1991) Embassy Suites Rates: \$69/single/\$79 double Phone: 303-297-8888	Hilton Head, SC (March 14-16, 1991) Hilton Inn Rates: \$75 single/double Phone: 803-686-5700
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Continuing Education

Georgia Institute of Technology
Atlanta, Georgia 30332-0385

If your address is incorrect, please return the registration form and this panel with changes indicated.

Accommodations and Course Headquarters (continued)

New York, NY (April 11-13, 1991) Sheraton Centre Rates: \$120 single/\$130 double Phone: 800-334-8484	Indianapolis, IN (May 9-11, 1991) Hilton At The Circle Rates: \$80 single/double Phone: 317-236-2515
--	---

Seattle, WA (June 6-8, 1991) Meany Tower Hotel Rates: \$76 single/\$86 double Phone: 206-634-2000	Note: Be sure to rent a car for Hilton Head if you fly into Savannah, Ga, or the local airport.
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Continuing Legal Education Credit

Georgia Tech Education Extension will complete all forms and supply all information necessary for participants to apply to state bar associations for Continuing Legal Education credits. Although such credit has been given in the past in several states, Georgia Tech Education Extension cannot guarantee credit.

Continuing Education Units

The Southern Association of Colleges and Schools defines a continuing education (CEU) as 10 contact hours of participation in an organized education experience under responsible sponsorship, capable direction, and qualified instruction. According to this scale, participants who successfully complete the program will earn 1.8 CEUs. Upon request, the registrar will supply an official transcript of CEUs awarded by Georgia Tech Education Extension.

On-Site Programs

On-site training, designed and conducted exclusively for your staff and tailored to meet your special needs, can save you time and expense. This has been done by several states and local governments already. If you are interested in having an Education Extension program conducted at your location or on the Georgia Tech campus, please call the Manager of Program Development at 404/894-3716.

Non-Profit Organization
U.S. POSTAGE
PAID
Atlanta, Ga.
Permit No. 679

Please post or circulate

Professional workshop on...

Development Impact Fees

February 7-9, 1991—Denver, CO
March 14-16, 1991—Hilton Head, SC
April 11-13, 1991—New York, NY
May 9-11, 1991—Indianapolis, IN
June 6-8, 1991—Seattle, WA

Participants receive texts, forms, sample impact fee ordinances and codes; and Impact Fee Software with Documentation

Continuing Education
Georgia Institute of Technology
A Unit of the University System of Georgia

GT

About the Workshop

Growth is expensive to accommodate. Rising costs, declining federal revenue, and local tax restrictions force communities to shift the burden of paying for growth to new development. Communities across the nation now assess development to help pay for water, sewer, drainage, police, fire, emergency medical, library, school, park, recreational, and other public facilities. This professional workshop on **Development Impact Fees** shows participants how to have legally defensible impact programs.

What You Will Learn

Important Background Information

- What impact fees are and are not
- How they are used (and sometimes abused)
- Which communities use impact fees and why
- The link between planning, capital improvement programming, and impact fees

Legal Foundations

- Critical court cases leading to defensible impact fees
- Steering clear of constitutional challenges
- Emerging legal questions on the litigation horizon

Critical Elements of Defensible Impact Fee Programs

- Determining the cost of existing facilities
- Determining how existing facilities were financed
- Determining how much new development has already paid for existing facilities
- Determining how much new development will pay in the future for existing facilities
- Determining how much new development should be credited for providing common facilities
- Determining extraordinary costs in serving new development
- Taking account of the time-price differential between fee payment and receipt of benefits

Using Capital Improvements Programs to Document the Need for Impact Fees

- Establishing facility standards
- Determining deficiencies in existing facilities
- Eliminating existing deficiencies
- Projecting future demand for facilities
- Determining the cost of providing new or expanded facilities
- Attributing the burden of facility costs to new development

Using Capital Improvements Programs to Establish the Impact Fee

- Evaluating revenues available for new or expanded facilities
- Determining the difference between available revenues and facility financing needs
- Establishing the appropriate impact fee within the CIP
- Appropriately crediting new development for contributions to existing facilities not benefiting new development
- Making the most of impact fee revenue through bonding

Calculating Impact Fees for

- Water and sewer facilities
- Parks
- Roads
- Police, fire, and emergency medical facilities
- Schools
- Other public facilities
- And how to calculate impact fees that vary by geographic location within the same community.

What You Will Learn (continued)

Administering Impact Fee Programs

- Drafting impact fee ordinances
- Preparing impact fee administrative procedure codes
- How to collect and disperse impact fees
- How to establish and maintain impact fee accounts
- How to use and modify model impact fee forms for your community

Participants Receive the Most Comprehensive Set of Information, Tools and Instructions Available through Any Impact Fee Workshop

- *Development Impact Fees* (published by American Planning Association)
- *Review of Impact Fee Policy*
- *Model Impact Fee Ordinances*
- *Model Impact Fee Administrative Procedures Code*
- *Manual for Calculating Appropriate Impact Fees*
- *Impact Fee Software with Documentation*. Receive and see demonstrations of newly developed impact fee calculation software that shows users how to
 - Project future facility demand
 - Evaluate capacity of revenues to accommodate demand
 - Attribute capital costs for new or expanded facilities to new development
 - Appropriately credit new development for contributions to facilities not benefiting it
 - Establish the appropriate impact fee through the CIP

Recession Got You Down?

Just because the pace of development may have slowed in some parts of the country does not mean that communities should abandon consideration of impact fees. Chances are that development will rebound and when it does you can be ready to accommodate it better with impact fees. For many communities in recession, now is the best time to put together the impact fee package.

Reviews from the first of these workshops:

"We adapted the workshop software, ordinances, and background material immediately to create our impact fee program."
 "This is the most useful impact fee workshop I've ever attended."
 "Great stuff!"
 "The workshop was on the cutting edge!"
 "I appreciate the detailed workbook and explanations (especially software) presented throughout."
 "I have been to several impact fee workshops sponsored by national professional organizations. This is the only one that gave me the tools to do impact fees. This is the only workshop I would recommend to those who are thinking about or actually using impact fees."
 "Extremely valuable in showing full scope of impact fee programs and implications for my community."
 "All speakers are knowledgeable and polished."
 "The workshop provided the tools for implementing fees."

Instructors

Julian Conrad Juergensmeyer is Professor of Law and founding Director of Growth Management Studies at the University of Florida. He is co-author, with Donald G. Hagman, of *Urban Planning and Land Development Control Law* (second edition), author of *Florida Land Use Restrictions* (a three-volume legal reference used throughout the nation), and author of numerous legal articles on impact fees. He is recognized nationally as among the leading drafters of impact fee ordinances, none of which has been overturned in the courts.

Arthur C. Nelson, Ph.D., AICP, is Associate Professor of City Planning at the Georgia Institute of Technology. He is editor of *Development Impact Fees*, editor of two symposia on impact fees for the *Journal of the American Planning Association*, organizer of popular professional workshops on impact fees, and author of numerous articles on impact fee theory, practice, and issues. Dr. Nelson has advised communities on impact fee use and he has assisted in the preparation of state impact fee statutes.

James C. Nicholas, Ph.D., is Professor of Urban and Regional Planning, affiliate Professor of Law, and Co-Director of Growth Management Studies at the University of Florida. He is editor of *The Changing Structure of Infrastructure Finance*, author of numerous scholarly and professional articles on impact fees, and is a nationally prominent speaker on impact fee design. Dr. Nicholas has consulted on the preparation and administration of impact fee ordinances throughout the nation, and has been an expert witness in court on behalf of both public and private clients.

Course Outline

Thursday

- 11:00 am Registration.
- Noon Using Impact Fees to Pay for Growth and the Comprehensive Planning-Improvements Programming-Impact Fee Linkage.

Course Outline (continued)

- 2:00 pm Principles of Impact Fee Law
- 4:00 pm Critical Elements of Defensible Impact Fees.
- 6:00 pm Wine and Cheese Reception.

Friday

- 8:30 am Using Capital Improvements Programs and Planning to Document the Need for Impact Fees.
- 9:30 am Step by Step Procedure for Calculating Impact Fees to Pass Judicial Scrutiny.
- 10:15 am Calculating Impact Fees for Water and Wastewater Facilities That Vary by Geographic Location.
- 11:00 am Calculating Impact Fees for Roads.
- Noon Lunch on your own.
- 1:30 pm Panel Discussion on Linkage Fees, the Wave of the Future?
- 2:30 pm Drafting Defensible Impact Fee Ordinances.
- 5:00 pm Adjournment.

Saturday

- 9:00 am Proper Management and Accounting of Impact Fees.
- 10:30 am Tips, Tricks and Traps in Implementing Impact Fee Programs.

Noon Adjournment.
(Schedule subject to change.)

You Do Not Need to Bring Your Portable Microcomputer

But if you do, you may follow examples given during the workshop using workshop software. Software is Lotus 1-2-3 (version 2.1) readable through MS DOS, 5 1/2 inch or 3 1/4 inch diskettes. This will give you "hands on" experience. However, you do not need a computer to follow the examples.

You may wish to bring an extra bag to carry materials you will be receiving during the course.

Please check which course you will be attending:

- February 7-9, 1991
- March 14-16, 1991
- April 11-13, 1991
- May 9-11, 1991
- June 6-8, 1991

Registration Form	X-22-389	X-22-387	
Development Impact Fees	X-22-386	X-22-388	1.8 CEUs
	X-22-390		

PRIORITY CODE										
								8	9	10

Name _____ LAST FIRST MIDDLE Social Security Number _____

Position _____ Organization _____

Organization Address _____

Registration confirmation will be sent to this address _____ STREET CITY STATE ZIP

Organization Phone _____ Home Phone _____

Course Fee: \$625 Payment Enclosed
 Make checks payable to the Georgia Institute of Technology

Charge my: VISA MasterCard

Card Number _____ Expiration Date _____

Cardholder's Name _____

Are you a Georgia Tech graduate? Yes No

Year of Graduation _____ Major _____

NO PROCEEDINGS WILL BE PUBLISHED

*SS# is used to confirm computer name retrieval for CEU transcripts.

Mail the completed registration form to:
 Continuing Education—R
 Georgia Institute of Technology
 Atlanta, Georgia 30332-0385
 (+04) 894-2400
 1-800-325-5007
 FAX: (+04) 894-8925

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: FEBRUARY 18, 1991
RE: G.E.F.A FUNDS AND G.M.A POOLED LEASE FUNDS

This memo is follow-up to previous discussions regarding the G.E.F.A funds and the G.M.A pooled lease funds. It is my understanding that there was no action taken by Council as to whether or not I am to proceed with obtaining the G.E.F.A funds and seeking approval to lease the golf carts from our pooled lease. If it is Council's wish, I will proceed. If not, please advise.

Thank you for your clarification.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: FEBRUARY 18, 1991
RE: SCHEDULE OF THE FINANCE DEPARTMENT

Due to the fact that the Finance Department operates on a fairly tight daily, weekly, and monthly schedule, I would like to ask that all requests from Council] for any financial information be given to me in writing detailing all specifics. It is my plan to have all information from request within a 36 hour period, if possible. Of course, any emergencies will be handled immediately.

Also, if any council member would like to confer with me on any financial matters, please call me ahead of time so that I may schedule enough time.

I appreciate your consideration and cooperation on these matters.



EXECUTIVE SESSION
MONDAY, FEBRUARY 25, 1991
7:00 P.M.

A G E N D A

- A) Closed Meeting with City Attorney
Concerning Possible Litigation

CALLED COUNCIL MEETING
MONDAY, FEBRUARY 25, 1991
AFTER EXECUTIVE SESSION

A G E N D A

- A) 1991 Golf Course Budget
- B) Grassing
- C) Maintenance Facility
- D) Rate Increase Ordinance

CALLED COUNCIL MEETING
MONDAY, FEBRUARY 25, 1991
AFTER EXECUTIVE SESSION

MINUTES

In attendance: Mayor George Haggard, Council Members Dave Hawthorne, Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards, Clubhouse Manager Wade Queen and City Clerk Judy Foster.

Meeting called to order at 8:38 p.m. by Mayor Haggard.

1991 Golf Course Budget

Director of Golf Bob Boltz reviews report with the Mayor and Council which shows construction budget revisions. Refer to report. There were 8 out of 18 budgeted items that were reduced. The following are reasons given by Mr. Boltz for reducing these budgeted amounts:

Clubhouse - This amount was reduced from \$280,000 to \$30,000. Mr. Boltz is proposing utilizing a gazebo type structure or mobile home for the temporary clubhouse since we do not have the funds to build what we originally wanted. Mr. Boltz states that either of these structures will have 2 restrooms, a vending area, a small pro shop and a desk in the middle for someone to collect money. Mayor Haggard states that he does not like this idea. Mr. Boltz states that he too is disappointed that we have to go to this extent with the clubhouse. However, Mr. Boltz states that the condition of the golf course is the most important factor. If the golf course is not in excellent condition, people will not come to play it. The clubhouse is not as important a priority. Mr. Boltz states that we will just have to postpone the permanent clubhouse construction until a later date. Mr. Boltz states that we can rent or lease the mobile home instead of purchasing it and this would save us money as well. Mr. Boltz states that we also have the option of using the maintenance building, however, this will probably be a last resort since it is so far away from the 1st green.

Maintenance Building - This amount was reduced from \$200,000 to \$150,000. Mr. Boltz states that the fuel holding devices can be placed above ground instead of burying them and this would save us a lot of money.

Maintenance Equipment - This amount was reduced from \$291,498 to \$233,998. Mr. Boltz states that this item cannot be reduced drastically because of the importance of having good equipment for the grow in period. Mr. Boltz states that some equipment dealers refund a percentage of your cost when you return the equipment after your grow in period. Mr. Boltz states that we can also lease equipment from other golf courses.

Golf Carts - This amount was reduced from \$82,500 to \$2,500. Mr. Boltz states that we can lease 25 golf carts, which is all we would need for 3 months of operation this year, and the \$2,500 is the estimated down payment for this lease.

**CALLED COUNCIL MEETING
MONDAY, FEBRUARY 25, 1991
MINUTES, CONT'D.
PAGE 2**

Bridge - This amount (\$60,000) was cut out completely. Mr. Boltz states that golfers can walk around the pond until we have enough money to build a bridge.

Sand Bunkers - This amount was reduced from \$96,000 to \$46,000. Mr. Boltz states that we can grass the bunkers for now and put sand in at a later date. Mr. Boltz states that this is not an uncommon procedure. Mr. Boltz states that we may not have the \$46,000 in this account since this has not yet been negotiated with Exterior Designing, Inc.

Dead Tree Removal - This amount (\$12,500) was cut out completely. Mr. Boltz states that the prison labor can do this entire project.

Pro Shop Inventory - This amount was reduced from \$50,000 to \$10,000. Mr. Boltz states that we cannot fit \$50,000 worth of inventory into a small gazebo or mobile home.

Mr. Boltz states that the 10 budget items that were not reduced were of top priority and he felt that we could not cut these costs and still have a top notch golf course.

Council Member Hawthorne commends Mr. Boltz and Mr. Queen for all their efforts on this report. No further discussion was held on this matter.

Maintenance Building

Clubhouse Manager Wade Queen states that he needs a decision on the design plans of the maintenance building so that he can proceed with this project. Council Member Morris moves to accept the bid from Ronnie Humphrey for the construction of a 28' x 60' building with an office, breakroom and storage space for \$49,450. Second to the motion by Council Member Everett. Vote unanimous.

Rate Increase Ordinance

City Manager Kathy Williamson reviews the report with the Mayor and Council which gives examples of utility bills if this Ordinance is adopted. Refer to report. Council Member Hawthorne states that he has concerns about \$3.25 being too high on gas. Mr. Hawthorne states that this is only speculation, however, he feels we will generate more revenue than this report reflects. Council Member Hawthorne moves to adopt the Ordinance, effective immediately. Second to the motion by Council Member Morris. Vote unanimous.

Lanier Middle School

City Manager Kathy Williamson states that the school board is requesting a waiver on the sewer tap fee the Council adopted. Refer to letter from Daniel Jardine. Discussion held on this matter. Council Member Queen moves to deny the request from the Gwinnett County School Board. Second to the motion by Council Member Hawthorne. Vote unanimous.

Report on Rate Increases and How They Effect 1991 Budget

Director of Finance Sandy Richards states that she has compiled this report to show how the sewer rate increases and water tap-on fee increases

**CALLED COUNCIL MEETING
MONDAY, FEBRUARY 25, 1991
MINUTES, CONT'D.
PAGE 3**

will effect the 1991 Budget. It will generate approximately \$96,000 more revenue for the City.

Requests from the Utility Department

Director of Finance Sandy Richards states that the Utility Department is requesting 54 gas valves at \$12.30 each, 36 gas risers at \$13.95 each, 50 3/4" brass adapters at \$4.15 each, 30 3/4" corporation stops at \$9.35 each, and new chain teeth for the 40 + 4 at \$555.90. Mrs. Richards states that these prices were the lowest quotes and they were from Utilities Supply. Council Member Hawthorne moves to authorize funds for these supplies. Second to the motion by Council Member Morris. Vote unanimous.

Vehicular Food Vendors Ordinance

City Clerk Judy Foster states that at the time the Council adopted this Ordinance, no permit fee was established to be included in the Ordinance. Council Member Hawthorne moves to set the permit fee for vehicular food vendors at \$25.00 per cart. Second to the motion by Council Member Morris. Vote unanimous.

Progress Report for the Gwinnett Daily News

City Clerk Judy Foster states that Terri Roberts from Gwinnett Daily News contacted her requesting the City run an ad in their Progress Report like we did in the Gwinnett Annual Report. The cost for the same size ad in the Progress Report would be \$1,047.60. Council Member Hawthorne moves to deny the request to run the ad in the Progress Report. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

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

Called Council Meeting adjourned at 10:00 p.m.

Judy Foster



SUGAR HILL

GOLF COURSE

February 25, 1991

6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-0281

CONSTRUCTION BUDGET REVISIONS

<u>ITEM</u>	<u>BUDGETED</u>	<u>BUDGET REDUCTIONS</u>	<u>ACTUAL</u>
1. IRRIGATION	639,000	0	639,000
2. CLUBHOUSE	280,000	250,000	30,000
3. CART BUILDING	60,000	0	60,000
4. MAINTENANCE BUILDING	200,000	50,000	150,000
5. PAVEMENTS & PARKING	160,000	0	160,000
6. MAINTENANCE EQUIPMENT	291,498	57,500	233,998
7. GOLF CARTS	165,000 82,500	80,000	2,500
8. GRASSING	134,436	0	134,436
9. BRIDGE	60,000	60,000	0
10. FENCING	5,000	0	5,000
FLAGS, CUPS, & GRAPHICS	6,300	0	6,300
12. SAND BUNKERS	96,000	50,000	46,000
13. CART PATHS	122,550	0	122,550
14. DEAD TREE REMOVAL	12,500	12,500	0
15. EROSION CONTROL	99,996	0	99,996
16. RICHLAND CREEK PUMP & PIPE	5,000	0	5,000
17. PRO SHOP INVENTORY	50,000	40,000	10,000
18. SNACK BAR INVENTORY	2,000	0	2,000
TOTAL	<u>\$2,306,780</u>	<u>\$600,000</u>	<u>\$1,706,780</u>

VARIABLE GAS COSTS

Annual 1990 Unaudited Gas Figures

175,246/mcf Total
\$549,463 Total Gas Costs = \$3.25/mcf
\$296,607 Total O & M Costs = \$1.69/mcf
\$394,793 Total Profit Margin = \$2.13/mcf
\$7.07/mcf

\$7.07/mcf Costs
\$6.45/mcf Customer Charge
\$.62/mcf Variance

Example of Gas Bill: Customer Uses 100 cf

Existing
100 cf x \$.645 = \$64.50
Plus Meter Charge 6.13
\$70.63

Proposed
100 cf x \$.707 = \$70.70
Plus Meter Charge 6.13
\$76.83

Variance
\$6.20

Plus 5% Sales Tax

Average Utility Bill Example

Existing
\$ 74.16 - Gas 100 cf
\$ 25.73 - Water 8,000 gallons
\$ 18.50 - Sewer
\$ 5.00 - Sanitation
\$123.39 - Total

Proposed
\$ 80.67 - Gas 100 cf
\$ 25.73 - Water 8,000 gallons
\$ 18.50 - Sewer
\$ 7.35 - Sanitation
\$132.25 - Total

Variance
\$8.86

Senior Citizen's Utility Bill Example

Existing
\$ 40.30 - Gas 50 cf
\$ 9.23 - Water 1,000 gallons
\$ 4.50 - Sewer
\$ 5.00 - Sanitation
\$ 59.03 - Total

Proposed
\$ 43.55 - Gas 50 cf
\$ 9.23 - Water 1,000 gallons
\$ 4.50 - Sewer
\$ 7.35 - Sanitation
\$ 64.63 - Total

Variance
\$5.60

GWINNETT COUNTY PUBLIC SCHOOLS

P.O. BOX 343, LAWRENCEVILLE, GEORGIA 30246-0343

PHONE: 404-963-8651



GEORGE G. THOMPSON
SUPERINTENDENT

BOARD OF EDUCATION

THOMAS L. HARRIS, Chm.
LOUISE RADLOFF, V. Chm.
JULIE DUKE
JIM FISHER
PAT MITCHELL

February 22, 1991

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

Re: Lanier Middle School Addition

Dear Ms. Williamson:

As you are well aware, we are preparing to start a major addition at Lanier Middle School. Part of this project will be connecting the school onto the City of Sugar Hill Sewer System and deleting our existing sand filter system.

As per our phone conversation on Thursday, February 21, 1991, we will be required to pay a \$37.00 per student sewerage treatment fee to tie onto the City Sewer System. The capacity of Lanier Middle School will be 1,288 students which will result in a \$47,656.00 tap fee payable to the City of Sugar Hill.

In addition, we have been told that we have to upgrade the existing pump station that currently serves the Secret Cove Subdivision. We have estimated this to cost to be approximately \$20,000. This will mean that Gwinnett County Public Schools will have to pay approximately \$67,656.00 for the total sewer tap and upgrade.

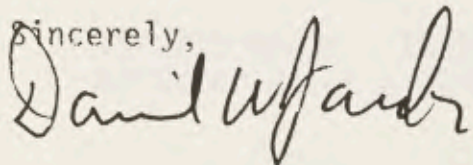
We do not feel that it is in the best interest of the taxpayers of Gwinnett County to pay for a complete upgrade on the existing system due to its age and current condition.

Therefore, the purpose of this letter is to formally request that we upgrade the existing system at an approximate cost of \$20,000.00 and reduce the tap fee by this amount. We would like to propose that we hire the City's consulting engineer, Keck and Wood Consulting Engineers, to do the engineering work for us. We will then bid this project, have it installed, and subtract the actual installation cost from the sewer tap fee.

Ms. Kathy Williamson
City Manager
City of Sugar Hill
February 22, 1991
Page 2

We look forward to a favorable response from the City, but should you have any questions or concerns, please contact us. Thank you in advance for your consideration of this proposal.

Sincerely,



Daniel W. Jardine
Director of Facility Planning

DWJ/cd
M: Sugar.hil

c: L. J. Steele
Assistant Superintendent of
Buildings, Grounds, and Operations

REPORT ON RATE INCREASES & HOW IT EFFECTS 1991 BUDGET

SEWER RATES:

<u>Old Rate</u>	<u>New Rate</u>
\$1.30 Base Fee	\$2.50 Base Fee
\$1.50/1,000 Gals. Water	\$2.00/1,000 Gals. Water

1990 Usage = 157,210 (1,000 Gals. Water)
1990 Average Customers = 1855

157,210 Usage ÷ 1855 Customers = 85 Gals. Water/Customer/Year
85 Gals. Water ÷ 12 Months = 8 Gals. Water/Customer/Month

<u>Utilizing Old Rate</u>	<u>Utilizing New Rate</u>
85 x \$1.50 = \$127.50	85 x \$2.00 = \$170.00
Plus Base Fee 1.30	Plus Base Fee 2.50
<u>\$128.80</u>	<u>\$172.50</u>

Annual Revenue	Annual Revenue
\$128.80 x 1855 = \$238,924	\$172.50 x 1855 = \$319,988

Monthly Revenue per Customer	Monthly Revenue per Customer
8 x \$1.50 = \$12.00	8 x \$2.00 = \$16.00
Plus Base Fee 1.30	Plus Base Fee 2.50
<u>\$13.30</u>	<u>\$18.50</u>

Revenue from New Rate -	\$319,988
Revenue from Old Rate -	\$238,924
Revenue Increase	<u>\$ 81,064</u>

WATER TAP-ON FEES:

<u>Old Rate</u>	<u>New Rate</u>
\$650.00	\$750.00

We have budgeted 148 new water customers for 1991.

Revenue from New Rate -	\$111,000
Revenue from Old Rate -	\$ 96,200
Revenue Increase	<u>\$ 14,800</u>

ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL HEREBY ORDAINS AS FOLLOWS:

Selling Food From Vehicles or Food Carts.

Section 1. Definitions.

As used in this ordinance, the following terms shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

(a) City: The City of Sugar Hill.

(b) Vehicular Food Vendor: Any person engaged in the business of selling food products from a vehicle or cart, self-powered or otherwise, on the public and private streets and other areas of the city, provided that the words "vehicular vendor" shall not include salesmen who use vehicles to go from place to place for the purpose of making sales on the premises of a prospective purchaser.

(c) Vehicle or Cart: any cart or vehicle used for the sale of food as described in this Ordinance.

Section 2. License Required.

No person shall operate as a vehicular food vendor without having first secured a valid license for each place of business operated within the city and also for each vehicle or cart to be used in the operation of any such business.

Section 3. Application.

Any person desiring a license shall make application thereof in writing to the city clerk and accompany the application with the

required license fee. The application shall be a form prepared by the city clerk and shall contain:

(a) The name and residence of the applicant and how long he has resided within the state. If the applicant is a corporation, the address of the business office of the corporation and the address of the corporate headquarters shall be given;

(b) The location and ownership of each place of business to be used;

(c) List of vehicles or carts to be used in the operation, including identification numbers and ownership; and

(d) Any other information requested by the clerk if relevant to the business proposed to be carried on.

Section 4. Fees and Term.

(a) The license fee shall be Twenty-Five dollars (\$ 25.00) for each cart or vehicle.

(b) All such licenses shall expire at 12:00 midnight on December 31 following issuance; and the full amount of the license fee shall be paid regardless of the time of the year in which the license is issued.

Section 5. Investigation of facilities and vehicles prerequisite for issuance.

(a) Upon the filing of an application, the City may request that appropriate health officers investigate the facilities for storage and dispensing of food products in each vehicle or cart of the applicant. If the cart or vehicle is found to be unsatis-

factory, the health officer shall so report to the city clerk and the license shall be denied. If the cart or vehicles are found to be satisfactory, the health officer shall so report to the city clerk.

(b) Upon the filing of an application hereunder, the City may request the Police Department to investigate each vehicle to determine that it is mechanically and operationally safe. If the vehicle is found to be unsafe, the Police shall so report to the city clerk, and the license shall be denied. If the vehicle is found to be safe, the Police shall so report to the city clerk.

(c) If the reports of the health officer and of the Police Department indicate that the vehicles or carts are in satisfactory and safe condition, the city clerk shall then issue the license.

(d) If a license is rejected because of conditions found by the health officer, the health officer shall state the specific reasons in writing, and the clerk shall provide a copy of the reasons to the applicant. If the license is rejected because of conditions found by the Police Department, the Police shall state the specific reasons in writing, and the clerk shall provide a copy of the reasons to the applicant. The applicant may correct the conditions and reapply upon submitting a reinspection fee of ten dollars for each vehicle or cart to be reinspected.

Section 6. Reinspection of Facilities and Premises;
Unsatisfactory Condition Grounds for License
Revocation.

(a) The licensee's vehicles or carts shall be subject to periodic reinspection throughout the license period by the health officer and Police Department, or their representatives.

(b) If an unsatisfactory sanitary, mechanical or operational condition is noted by an inspector, the licensee shall remedy the same without delay. Failure to so remedy an unsatisfactory condition shall be cause for revocation of the applicable license.

Section 7. Report of Changes.

Each licensee shall report any changes in facilities to the clerk. No new vehicle or cart shall be put in service until a ten dollar per vehicle or cart inspection fee has been paid and the vehicle or cart has been inspected and approved.

Section 8. Standards.

Each Vehicular Food Vendor operating within the City shall operate in a safe and sanitary manner and shall comply with all applicable Federal, State and local laws and regulations governing the operation of such businesses and such vehicles or carts. No Vehicular Food Vendor shall operate in such a manner as to constitute a parking or driving hazard to vehicles.

Section 9. Periods of Operation.

No vehicular food vendor that moves from location to location shall remain in any one location for more than thirty consecutive minutes.

Section 10. Exemptions.

The provisions of this ordinance shall not apply to vehicular food vendors authorized to sell products at any City sponsored or approved festival or public event.

Section 11. Revocation of license; appeal.

(a) Licenses issued hereunder shall be revoked by the city clerk for any of the following reasons:

(1) If a license has fraudulently obtained the license by willfully giving false information on any substantial matter in the application therefor;

(2) If the licensee has violated any of the provisions of this article or any other ordinance or any law of the state relating to vehicular vendors;

(3) For the conviction of any crime involving moral turpitude;

(4) For conducting the business of the licensee in an unlawful manner or in a manner constituting a breach of the peace or a menace to the health, safety and general welfare of the public; and

(5) If the licensee has become ineligible to obtain a license under this ordinance.

(b) Any person aggrieved by the revocation of his license by the city clerk may appeal to the governing body within five days after notice of such revocation.

Section 12. Penalty.

Any person, firm or corporation violating any provision of this ordinance shall be fined not less than five dollars nor more than five hundred dollars for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

IT IS SO ORDAINED, this 11th day of February, 1991.



ATTEST:

Judy K. Foster
City Clerk

George Haggard
Mayor

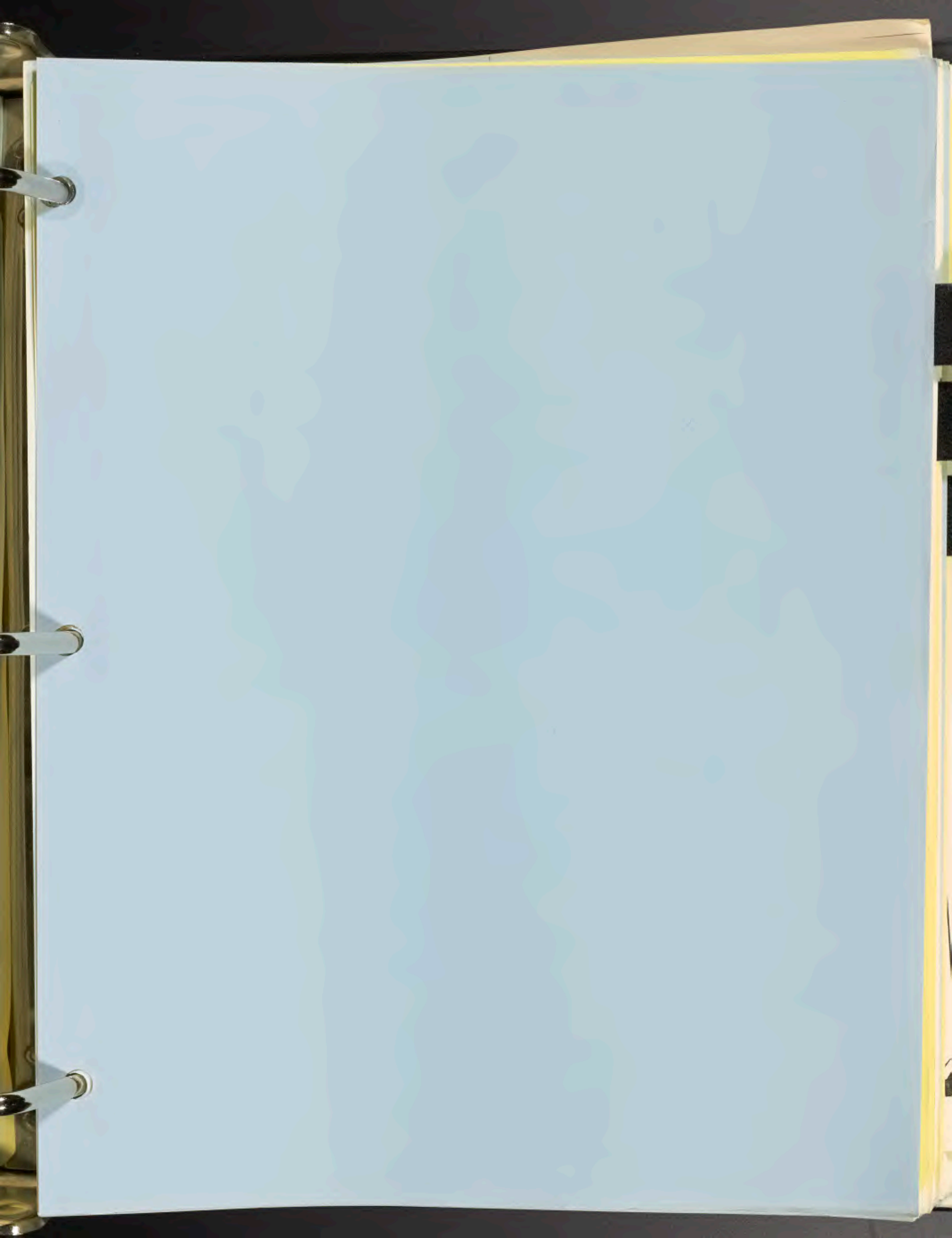
Bobbi Luce
Councilman

Thomas C. Morris
Councilman

David L. Howard
Councilman

John Hunt
Councilman

Paul W. Quinn
Councilman



MAR

APR.

MAY

JUN

7

MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
7:30 P.M.

A G E N D A

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

Committee Reports

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

Old Business

- A) Protective Covenants
- B) Chipper Quotes
- C) Leaf Catcher Quotes
- D) Request for Vehicle in Building Inspections Department

New Business

- A) 1990 Audit
- B) Request for Traffic Signal at Highway 20 and Hillcrest Road - Ed Phillips
- C) Rates and Fees Charged on Homeowners - Kevin Smith and Jonathon Wright
- D) Insurance Bids
- E) Cut-off Notices
- F) PSC Requirements for Cathodic Protection - Danny Hughes

City Manager's Report

Director of Golf's Report

- A) Grading of Maintenance Area
- B) Fencing of Maintenance Area
- C) Pump and Line from Richland Creek to Pond #3
- D) Request for Chain Saw
- E) Request for Spreader
- F) Request for Aluminum Rakes
- G) Joint Club Managers'/Georgia Golf Course Superintendents Meeting

City Clerk's Report

Council Reports

- A) Resolution for City Clerk - Council Member Queen

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, March 8, 1991.

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

Council Meeting called to order at 7:36 p.m. by Mayor Haggard.

Mayor Haggard asks for a moment of silence. Pledge to the flag led by Council Member Hawthorne.

Minutes

Council Member Hawthorne moves to approve last month's minutes with the exception to the minutes of the Called Council Meeting, held February 19, 1991, Page 2, Request for Air Compressor, 3-stage should be changed to 3-phase. Second to the motion by Council Member Queen. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson states that the Planning & Zoning Board met last month to review the future land use map, however, there were no minutes taken of this meeting since there was no action taken. The Board will present all their recommendations to the City Council once they have completed their review.

Board of Appeals

City Manager Kathy Williamson reads the minutes from the Board of Appeals Meeting last month.

Mayor Haggard states that, at this time, the City Council needs to appoint a Council Member to serve on the Gwinnett County Planning & Zoning Board to replace former Council Member Bobby Fowler. Council Member Hawthorne moves to appoint Council Member Morris to serve on this Board. Second to the motion by Council Member Queen. Vote unanimous.

Recreation Board

Council Member Queen states that the City Manager and herself attended a Board Meeting with the Gwinnett County Parks and Recreation Board concerning purchasing a site for the Community Park which is in the County's Master Plan. Mrs. Queen states that the city was given the opportunity to comment on any suggestions we may have for this site location.

Budget & Finance

Council Member Hawthorne states that the city is in a favorable position after two months of operation this year, even though the sanitation fund, sewer fund and street and bridge funds are all in a negative balance at this time. However, Mr. Hawthorne states that the city's financial position is on line for this time of year.

Protective Covenants

Council Member Hawthorne states that the City Attorney has given the Mayor and Council a legal opinion concerning protective covenants and he gives an overview of the opinion letter to the residents in attendance. Refer to letter from City Attorney. Council Member Queen states that she called Gwinnett County and asked them if they enforce protective covenants and they gave her the same answer as our City Attorney has, which is that we don't have any control over them, only our own zoning ordinances. Resident Jim Blithe states that he would like to see the wordage, referred to in the letter, posted on the plats before they are recorded at the county. Council Member Hawthorne recommends reviewing this matter in detail at a later date. General consensus of the City Council to table this matter until a later date.

Chipper Quotes

City Manager Kathy Williamson states that this is for the Mayor and Council to review. Mrs. Williamson states that this was a request of the Mayor and Council and not of the city employees. Council Member Hawthorne asks if the chipper the city currently owns is adequate for the amount of usage it requires. Mrs. Williamson states that the current chipper will last through this year and the purchase can wait until next year. Mr. Hawthorne asks if it will also be adequate to service the golf course this year. Mrs. Williamson states no. Council Member Queen asks which chipper had they discussed purchasing. Mrs. Williamson states that the Vermeer 1250 was the one the City of Buford purchased. Mrs. Queen asks if the city has somewhere to store the chipper. Mrs. Williamson states that the city does not have anywhere to store the chipper until the new maintenance facility is built. Director of Golf Bob Boltz states that the chipper can be stored at the golf course for 1 to 1 1/2 years. Council Member Hawthorne recommends the Council table this matter since a chipper is not an urgency for the golf course at this time. General consensus of the City Council to table this matter until a later date.

Leaf Catcher Quotes

Council Member Queen recommends the Council table this matter since the leaf catcher will not be needed until the fall. General consensus of the City Council to table this matter until a later date.

Request for Vehicle in Building Inspections Department

City Manager Kathy Williamson states that Steve Kennedy, Building Inspector, is requesting \$1,250 to purchase a 1980 Dodge truck to be utilized in the building inspections department. Mrs. Williamson states that it would not be feasible to hire an employee to replace Ben Calhoun until we have a vehicle for them to drive. Council Member Queen asks if the city mechanic has looked at the vehicle. Mrs. Williamson states yes and he has stated that it is a good buy. Council Member Hawthorne moves to authorize the funds to purchase the 1980 Dodge truck to be utilized in the building inspections department. Second to the motion by Council Member Morris. Vote unanimous.

1990 Audit Presentation

City Auditor Rymon Wilborn thanks the Mayor and Council for giving him the opportunity to complete the audit for the city again this year and he asks the Mayor and Council to read the overview letter written by the city manager which is included in the audit. He states that this is very interesting reading and he agrees with the city manager, and had stated last year as well, that the city would benefit greatly from updating the computer system and software programs. Mr. Wilborn states that the general fund revenues are up by \$141,000 over last year and the expenditures were down by \$70,000 over last year. The excess revenues over expenditures for 1990 in the general fund was \$166,000. The fund balance carried over into 1991 is \$775,000. Mr. Wilborn states that the revenues in the general fund from licenses and permits have decreased from last year and he feels that this echoes the general state of the economy at this time. Mr. Wilborn states that the general fund ended the year with a cash balance of \$1,108,000, most of which was in form of federal discount notes and other types of securities. The general fund ended the year with an overall favorable variance to budget of \$233,000 before operating transfers. Mr. Wilborn states that as Council Member Hawthorne has pointed out earlier, the sanitation revenues for 1990 were down as compared to 1989. The enterprise funds as a whole ended the year with \$723,000 in total revenues, which was down by \$623,000 in 1989. The total operating expenses were up from 1989 by \$273,000 and more than 1/2 of these increases resulted from increases in professional and contract rates. Mr. Wilborn explains that the total net income of \$723,000, from the combined utilities fund, enabled the city to exceed requirements for 1990 to earn at least 110% of the annual debt service requirement. Mr. Wilborn emphasizes this because the combined utilities fund must hit certain targeted earnings in order to comply with the covenants of the 1989 bonds. Mr. Wilborn states that this is one thing that he looks for and it is something that the the Mayor and Council should review on a monthly basis to make sure the earnings are where they should be in accordance with the covenants of these bonds. The debt service requirements are increasing each year as the bonds of higher denominations mature. Mr. Wilborn states that interest payments on those bonds exceeded \$540,000 in 1990, while principal payments totaled only \$115,000. The enterprise funds had cash available at the end of the year totaling \$1,048,267 of unrestricted funds which is primarily being utilized for the construction of the golf course. The city also has funds of \$1,202,347 in restricted assets which is being held at Trust Company Bank and can only be used for debt service payments. These funds are drawing a substantial amount of interest which is subject to arbitrage. Mr. Wilborn states that the city has spend \$4,008,000 on golf course construction during 1990. Mr. Wilborn thanks the City Manager and Director of Finance for their cooperation and support throughout the process of the audit. Mayor Haggard thanks Mr. Wilborn for his presentation.

Request for Traffic Signal at Highway 20 and Hillcrest Drive - Ed Phillips

Resident Ed Phillips presents the Mayor and Council with a petition signed by several residents in the area that utilize the intersection of Highway

MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
MINUTES, CONT'D.
PAGE 4

20 and Hillcrest Drive. Refer to petition. The residents signing the petition are requesting a traffic signal at this intersection. Mayor Haggard states that he understands their concern, however, the city has requested a traffic signal to be installed at that intersection on 3 different occasions with no success. City Manager Kathy Williamson states that she can write a letter to Representative Breedlove from the Mayor and attach a copy of this petition. Council Member Hawthorne moves to have the city attorney or city manager draw up a resolution to show the Mayor and Council's support of this petition and have this at the next council meeting. Second to the motion by Council Member Queen. Vote unanimous.

Rates and Fees Charged Homeowners - Kevin Smith and Jonathon Wright

Resident Kevin Smith presents a report to the Mayor and Council which Jonathon Wright and himself have compiled. Refer to report. Mr. Smith states that the item he is most concerned with is the increase in sanitation rates. He states that the sanitation rates were increased by 47% last month. Council Member Hawthorne states that we were losing money every month on sanitation because we were not charging residents as much as the city was being charged by our franchisee. Council Member Hawthorne explains that the city increased sanitation rates up to the current exact rate as the franchisee charges the city. Resident Jonathon Wright goes over the report with the Mayor and Council and the residents in attendance. City Manager Kathy Williamson states that the rates for the City of Buford are incorrect. Mr. Wright states that he contact the city halls and this is the information he was given for each city and he apologizes if the information he was told was incorrect. Mayor Haggard states that Mr. Wright needs to meet with city officials from each city and have them explain why they can charge lower rates on one particular service that other cities charge a higher rate for. Mayor Haggard explains that cities have to subsidize funds if they are not making enough profit on one particular service to cover operational costs and the city's gas fund has been subsidizing the sanitation fund for the past 4 years. Mr. Wright states that if the city can afford to spend \$4,000,000 on a golf course, he feels the city can have lower utility rates. Council Member Queen explains that the city had the initiative to plan for this project to supply sewer to our residents because the county will not provide sewer to our area for another 15 to 20 years. Mrs. Queen states that the golf course provided a recreational area as well as a zero-discharge spray irrigation area. Mr. Wright asks when the golf course is completed, will the utility rates go down in the City of Sugar Hill. Council Member Morris states that we don't know what kind of wholesale rates we will be charged for our water, gas or sanitation service, therefore, we cannot say whether or not the rates will increase or decrease in the future. Resident Janet Myers asks if the gas rates will fluctuate each month. Council Member Hawthorne states yes they will and the amount of the fluctuation depends on how much Transco will charge the city for gas. More discussion held on this matter. Mayor Haggard thanks Mr. Smith and Mr. Wright for their presentation.

**MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
MINUTES, CONT'D.
PAGE 5**

Insurance Bids

Amy Roark presents the Mayor and Council with a memorandum listing the insurance companies that bid on the city's life and health insurance and she is recommending the city remain with GMA insurance. Refer to memo. Council Member Hawthorne moves to accept the recommendation of Mrs. Roark. Second to the motion by Council Member Morris. Vote unanimous.

Cut-off Notices

Amy Roark presents the Mayor and Council with a new type of cut-off notice mailer which would be more cost effective for the city. Refer to memo. Council Member Hawthorne moves to accept the recommendation of Mrs. Roark and begin utilizing the new mailers for cut-offs immediately. Second to the motion by Council Member Queen. Vote unanimous.

PSC Requirements for Cathodic Protection - Danny Hughes

Utilities Supervisor Danny Hughes presents the Mayor and Council with a memo stating requirements the Public Service Commission have initiated in which the city needs to come into compliance. The cost for these updates will be \$2,257. Mr. Hughes states that the city could be fined if we do not come into compliance with these requirements. City Manager Kathy Williamson states that the labor for Pro-Tec Services is for the inspection of the work that the city employees will actually do. Council Member Hawthorne moves to authorize the funds for these updates. Second to the motion by Council Member Morris. Vote unanimous.

Request for Gas Meters

Utilities Supervisor Danny Hughes states that the gas department is in need of some gas meters. He is recommending the city change to American meters which has been in business for over 50 years and they have a 15 year warranty on their meters where Rockwell only has a 10 year warranty on their meters. The cost for 100 American gas meters is \$58.53 each for a total of \$5,853. Council Member Hawthorne moves to authorize the funds to purchase these gas meters. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne asks Mr. Hughes about the possibility of purchasing rebuilt gas meters. Mr. Hughes states that the city has purchased those in the past, however, they have had quite a few problems with the rebuilt meters and would prefer not to use them.

Request for Alternating Relays

Collections System Supervisor Donna Zinskie states that the sewer department is in need of alternating relays for the sewer lift stations. Ms. Zinskie states that the cost for these relays are \$82.40 each and she is requesting three of these relays. Ms. Zinskie states that they have purchased these relays for \$107.50 each in the past and this is quite a savings. Council Member Hawthorne moves to authorize the funds to purchase these alternating relays. Second to the motion by Council Member Morris. Vote unanimous.

Community Development Block Grant - \$25,000

Collections System Supervisor Donna Zinskie states that the city was granted \$25,000 from the CDBG Program for improvements to the Creek Lane Lift Station. Ms. Zinskie states that a resolution needs to be adopted concerning this grant. Refer to resolution. Council Member Queen moves to adopt the resolution. Second to the motion by Council Member Hawthorne. Vote unanimous.

Council Member Queen commends the City Manager for her hard work to obtain these type grants from CDBG.

Update on Golf Course Construction

Director of Golf Bob Boltz states that 4 or 5 separate contractors are busy doing several different projects at the golf course including installing the irrigation system, the ponds for the affluent are being sealed with a red clay, the freshwater ponds are having silt cleaned out, and the maintenance building is progressing.

Grading of Maintenance Area

Director of Golf Bob Boltz states that there are funds in the golf course budget for the grading of the maintenance area and this will cost approximately \$5,000. Council Member Hawthorne asks if Mr. Boltz has obtained 3 quotes for the grading. Mr. Boltz states that he has obtained 2 quotes and they are still waiting for the 3rd quote. Council Member Hawthorne moves to authorize Mr. Boltz to proceed with the grading of the maintenance area, contingent to the cost not exceeding \$5,000. Second to the motion by Council Member Queen. Vote unanimous.

Fencing of Maintenance Area

Director of Golf Bob Boltz states that funds were also budgeted for the fencing of the maintenance area and the estimated cost is \$9,850. Council Member Hawthorne asks if Mr. Boltz has obtained 3 quotes for the fencing. Mr. Boltz states yes. Council Member Hawthorne moves to authorize the funds to fence the maintenance area. Second to the motion by Council Member Queen. Vote unanimous.

Request for Chainsaw

Director of Golf Bob Boltz is requesting a chainsaw for use at the golf course at a cost of \$395. Council Member Hawthorne moves to authorize the funds to purchase the chainsaw. Second to the motion by Council Member Queen. Vote unanimous.

Pump & Line from Richland Creek to Pond #3

Director of Golf Bob Boltz states that this is the pump and water line needed to begin filling the ponds at the golf course. Council Member Hawthorne asks Mr. Boltz if he has obtained any quotes for this project. Mr. Boltz states that we may be able to do this ourselves. Council Member Hawthorne recommends the council table this matter until the work session next week so that we have some figures to look at. General consensus of the council to table this matter until work session next week.

**MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
MINUTES, CONT'D.
PAGE 7**

Request for Spreader and Aluminum Rakes

Director of Golf Bob Boltz is requesting a spreader for \$165 and 4 aluminum rakes at a cost of \$28.60 each. Council Member Hawthorne moves to authorize the funds to purchase these items. Second to the motion by Council Member Morris. Vote unanimous.

Joint Club Managers'/Georgia Golf Course Superintendents Meeting

Director of Golf Bob Boltz states that this matter needs to be tabled until he has more information. General consensus of the council to table this matter until a later date.

Council Reports

Council Member Queen moves to adopt a resolution to appoint Judy Foster as the official City Clerk for the City of Sugar Hill. Refer to resolution. Second to the motion by Council Member Hawthorne. Vote unanimous.

Council Member Everett thanks the City Manager for having the pothole on Whitehead Road repaired.

Citizen's Comments

Resident Jim Blithe, of West Price Hills, states that he reported at the last council meeting that the city had damaged his sodded lawn while tying on a new utility customer. Mr. Blithe states that the city employees tried to repair his sod, however, he is still dissatisfied with the results. City Manager Kathy Williamson states that she went to his residence today to assess the work being done. Mrs. Williamson states that she had the Director of Golf to look at the lawn and make his recommendation on what needs to be done and the city employees did as they were told. Mrs. Williamson suggests Mr. Boltz set up a meeting with Mr. Blithe at his home and discuss this problem with him and the city will restore the lawn to its original condition.

A resident asks if anyone can see a copy of the audit. Council Member Hawthorne states yes.

Resident James Burke, of 611 Forest Retreat, states that there seems to be some hostility between Mr. Smith and Mr. Wright and the Mayor and he feels it is uncalled for. Mr. Burke states that any personal feelings the Mayor and Council Members may have towards these gentlemen should be left outside city hall and that any and all speakers at public meetings should be treated with respect.

Mayor Haggard states that he may owe them an apology, however, this is not the first time they have tried to create problems between the city officials and the residents. Mayor Haggard states that this City Council goes far beyond the call of duty and they are only trying to improve the services the city offers to its residents. Mayor Haggard states that he has no problem with any resident presenting reports in front of the City Council and residents as long as the information is correct.

**MAYOR & COUNCIL MEETING
MONDAY, MARCH 11, 1991
MINUTES, CONT'D.
PAGE 8**

Resident Freddie Burkes asks which fund subsidized the sanitation fund. City Manager Kathy Williamson states the gas fund subsidized the sanitation fund. Mr. Burkes asks about the \$1,000,000 profit the auditor had talked about. Council Member Hawthorne states that these are restricted funds that can only be utilized to pay the debt service payments for the 1989 bonds.

A resident states that she had a gas leak and the city was out within 5 minutes of her call. She states that something was done incorrectly and she called back and they responded within 5 minutes again. She commends the city employees for their efforts.

Resident Bob Karsten states that he has only lived in Sugar Hill for a short period of time, however, he has heard nothing but good reports on the city and he thanks the City Manager for her efficient support for their homeowners association.

Recess

Council Member Hawthorne moves to recess into a closed personnel meeting. Second to the motion by Council Member Morris. Vote unanimous.

Council meeting recessed at 9:25 p.m.

Council meeting reconvened at 10:45 p.m.

Adjournment

There being no further business to conduct, Council Member Hawthorne moves to adjourn the council meeting. Second to the motion by Council Member Queen. Vote unanimous.

Council meeting adjourned at 10:45 p.m.

Judy L. Foster

THOMPSON & SWEENEY, P.C.
Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
ROGER F. PELLEY
GLENN P. STEUBENS
KATHRYN M. CAREY-SCHWABER

Lingleat Commons
500 Lingleat Drive, Lawrenceville, GA 30245
Telephone: 404, 963-1907
Telephone Copier: 404, 822-2913

Mailng Address
P.O. Drawer 1270
Lawrenceville, Georgia 30248

March 7, 1991

Honorable George Haggard, Mayor
and Members of the Council
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

LEGAL OPINION
VIA FACSIMILE

Re: Protective Covenants

Dear Mayor Haggard and Members of the Council:

I am writing pursuant to a request from the City Clerk to provide you with an opinion as to whether protective covenants should continue to be required on recorded subdivision plats, and concerning whether language should be placed on these plats providing that the City shall not be responsible for the enforcement of protective covenants.

In order to adequately respond to these questions, I believe that it is necessary for me to provide you with some explanation concerning the purpose of placing protective covenants on final subdivision plats.

An owner or developer of a subdivision is not required to place protective covenants on the land as a matter of law. Protective covenants are private covenants which may be placed on the land by the owner to restrict the use of the land by future owners. Protective covenants are a common feature on land being subdivided because these protective covenants prohibit the development of land contained within the subdivision for purposes inconsistent with a residential subdivision and therefore, provide the owners of lots within the subdivision with some assurance that the area contained within the subdivision will be developed only as residential property.

Honorable George Haggard, Mayor
and Members of the Council
March 7, 1991
Page two

State law provides that protective covenants placed on property which lies within a municipality governed by zoning regulations will expire after twenty years. These covenants may be renewed for periods of ten years, however, this renewal process requires the approval of two-thirds of the property owners affected by the protective covenants.

While protective covenants are not required as a matter of law, the subdivision regulations of Sugar Hill provide that if protective covenants are placed on the property, a listing of these covenants or a reference to a document containing these covenants must be included on the final subdivision plat. (Subdivision Regulations, Art. 10, Sec. A(1)(f)). These subdivision regulations also require that none of the protective covenants shall stipulate lower standards than the minimum requirements of the zoning ordinance or of the land subdivision regulations of the City of Sugar Hill.

The requirement that protective covenants be listed or referenced on the subdivision plat is for the purpose of placing all people who purchase property in the subdivision on notice of the protective covenants. Since the majority of deeds to residential subdivision lots incorporate the plat by reference, the purchaser of a subdivision lot is put on notice of the protective covenants and obtains the protection of these covenants as they relate to all other property owners in the subdivision.

Although the City requires that protective covenants be placed on final subdivision plats to inform property owners of these protective covenants, the City has no authority to enforce these protective covenants. The protective covenants are merely covenants or promises which bind all owners of property within the subdivision. Since each person purchasing property in the subdivision does so with knowledge of the protective covenants, should one of the protective covenants be violated by one of the property owners, the other property owners are entitled to bring a legal action against the person violating the covenants. The legal action may be to either enjoin the person from conducting the activity in violation of the covenant or for damages which have been sustained as a result of the violations of the covenant. Thus, the proper remedy for violation of a protective covenant is a legal action filed by an individual property owner who has been damaged as a result of violation of the protective covenant.

Honorable George Haggard, Mayor
and Members of the Council
March 7, 1991
Page three

The City's sole responsibility is to make certain that the owners of the property have complied with all minimum zoning requirements and all subdivision requirements of the City relating to the property. Since the City is not a property owner in the subdivision, and could not be damaged by the violation of a protective covenant, the City is not a proper party to attempt to enforce protective covenants.

As you can see from the discussion set forth above, although protective covenants are not required by law and are not enforceable by the governing authority of the City, it is important that these protective covenants be required on final subdivision plats to provide public notice of any protective covenants which may bind persons purchasing property within the subdivision. Thus, I would strongly recommend that the City not revise its subdivision regulations to delete the requirement that protective covenants be required on all final subdivision plats.

I have also been asked to render an opinion as to whether the City should include language on its subdivision plats stating that the City is not responsible for enforcement of protective covenants. I do not believe that such language is necessary and do not believe that such language would be particularly helpful. Apparently the City has had a number of property owners coming to the City seeking to have the City enforce protective covenants. These citizens obviously do not comprehend the purpose or legal effect of protective covenants, and I do not believe that a statement contained on the subdivision plat would resolve this problem. However, if the Council desires to place such a provision on the subdivision plat, I am not aware of any legal reason that would prohibit the City from taking such action.

If the City Council strongly desires to include some disclaimer language on the plat, I would suggest that the following sentence be added to the approval paragraph presently contained on the plat: "The governing authority of the City of Sugar Hill is not responsible for the enforcement of any private deed covenants."


If the City Council desires to add such language to the plat, I believe that this should be accomplished through an amendment of your subdivision regulations. This process requires submission of the proposed amendment to the Planning Commission and the holding of a public hearing. If you desire to take such action, please notify me, and I will draft an appropriate amendment.

Honorable George Haggard, Mayor
and Members of the Council
March 7, 1991
Page four

If you have any questions concerning this matter, or wish to discuss this matter in further detail, please contact me at your convenience.

Sincerely,

THOMPSON & SWEENEY, P.C.



V. Lee Thompson, Jr.

VLT/brc

CHIPPER QUOTES

Vermeer Southeast Sales & Service, Inc.

Vermeer Model 620.....	\$ 6,495
Vermeer Model 1600A.....	\$13,795
Vermeer Model 1250.....	\$15,600

Vendmark Industrial Supply, Inc.

Mighty Bandit.....	\$ 6,290
Mighty Bandit II.....	\$ 7,355
Bandit Model 90.....	\$ 9,865
Bandit Models 150, 200 & 250.....	\$14,000 - \$18,000

Lanier Ford Tractor Inc.

Wood Chuck - Heavy Duty.....	\$13,000
Wood Chuck - Heavy Duty Hydraulic.....	\$13,500

Turf Care Products Inc.

Olathe Model 12, 3 Point Hitch.....	\$ 4,420
Olathe Model 12, Pull Type.....	\$ 4,675
Olathe Model 182, 20 HP.....	\$ 6,694
Olathe Model 182, 24 HP.....	\$ 7,034
Olathe Model 182, 21.5 Kubota Diesel.....	\$ 8,500
Olathe Model 986, 140 CID Ford, 60 HP, 4 Cyl.....	\$13,225
Olathe Model 986, 300 CID Ford, 120 HP, 6 Cyl.....	\$15,265
Olathe Model 986, Ford Diesel, 80 HP, 4 Cyl.....	\$16,370
Olathe Model 986, Cummins Diesel, 80 HP, 4 Cyl.....	\$16,838
Olathe Model 986, Cummins Diesel, 177 HP, 6 Cyl.....	\$21,810
Olathe Model 816, Ford 300 CID, 120 HP, 6 Cyl.....	\$15,690
Olathe Model 816, Ford 268 Diesel.....	\$16,540

LEAF CATCHER QUOTES

Turf Care Products Inc.

Olathe Model 31 Leaf Loader W/20 HP.....	\$ 3,655
Olathe Model 31 Leaf Loader W/24 HP.....	\$ 3,995
Chipping Dispersal Kit.....	\$ 280

Decatur Tool Rental

Revac Reducer Vacuum, 11 HP.....	\$ 1,994
Revac Reducer Vacuum, 16 HP.....	\$ 2,374
Skid Mount Platform.....	\$ 41
Wheel Assembly Platform.....	\$ 158
Trailer.....	\$ 358

M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: STEVE L. KENNEDY
DATE: 2-6-91
RE: INSPECTIONS DEPARTMENT IN NEED OF A VEHICLE

The inspection department is in need of a vehicle to replace the 1980 Chev. Luv Truck. This vehicle was purchased in April 5, 1989 from the Government sales in Atlanta, Georgia for \$800.00. It has been used by several departments in the past and parts repair needed to correct it now is not practicle in my opinion. Mileage at the time of purchase was 26,421 and now reads 39,000.

January 30, 1991, Kenny Hudson and I found a 1980 Dodge Truck with a slant V-6, full size at the Government Sales for \$1,250.00. This vehicle has 92,000 miles listed. Mr. Hudson checked this vehicle out and found the following items that would need to be corrected:

1. Replace muffler
2. Replace broken tail light.

This vehicle has no rust, good tires and the engine runs good.

I propose to the Mayor and Council that the Chev. Luv Truck be sold by sealed bids and purchase on the Dodge Truck.

January 17, 1990

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

There is a need, with urgency, for this signal, and those of us who use this intersection would appreciate your attention to this matter.

V	Edward C. Phillips	5162 Creek Lane		
	Edward C. Phillips	Sugar Hill	932-2739	O
	Charles Johnson Jr.	1331 Hillcrest Dr.		R
	Charles Johnson Jr.	Sugar Hill	945-4167	
	Harold T. Pass	1374 Hillcrest Dr.		
	Harold J. Pass	SUGAR HILL	945-6384	
	DOROTHY E HALL	1431 CRAIG DRIVE		
	Dorothy E Hall	SUGAR HILL	945-0485	
	Weldon C. Seay	1421 CRAIG DR.		
	Weldon C. Seay	Sugar Hill	945-4519	
	Philip PIRKLE	1412 CRAIG DR.		
	Philip C Pirkle	SUGAR HILL		
	Kathy McNeill	1411 CRAIG DRIVE		
	Kathy McNeal	SUGAR HILL, GA.	932-5723	
R	LUISA FIELDS	1441 CRAIG DR.		
	Jessie Felet	SUGAR HILL GA.	271-0887	
	JOHN T GODBEE	1471 CRAIG DR		
	John T Godbee	SUGAR HILL GA	945-0578	
	Michelle Alds	1482 Cra. 9 Dr		
	Michelle Alds	Sugar Hill GA	N/A	
	H. Robert Taormina	1467 Hillcrest Dr.		
	H. ROBERT TAORMINA	Sugar Hill Ga	271-0584	
	CHRISTOPHER H STROHL	5316 pass ct Buford Ga		
	Christopher H. Strohl	30518	271-7151	

January 17, 1994

(2)

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Alfred W Lamb

Alfred W Lamb	5307 Pass Ct Sugar Hill Ga	932-5176
DANA BEARDEN	5317 Pass Crt Sugar Hill, GA 30518	932-0013
Dana Bearden	5170 Creek Lane Buford Ga 30518	932-8528
Margie Stewart	5170 Creek Lane Buford Ga 30518	932-8528
Margie Stewart	5170 Creek Lane Buford Ga 30518	932-8528
JAMES STEWART	5170 Creek Lane Buford Ga 30518	932-8528
James E Stewart	5194 Creek Ln Sugar Hill Ga 30518	945-2617
JOAN HENLEY	8202 Creek Lane Sugar Hill	945-1665
Joan Henley	8202 Creek Lane Sugar Hill	945-1665
Judy Wilkins	5210 Creek Ln. Sugar Hill	—
Judy Wilkins	5210 Creek Ln. Sugar Hill	—
Pam Pugh	5218 Creet. Lane Sugar Hill, Ga	945-5380
Pamela Pugh	1322 CRAIG DR, SUGAR HILL GA 30518	932-0603
DALE E CARLEY	1322 Craig Dr. Sugar Hill, Ga 30518	932-0603
Dale E Carley	1322 Craig Dr. Sugar Hill, Ga 30518	932-0603
Ethel E Carley	1322 Craig Dr. Sugar Hill, Ga 30518	932-0603
ARROY JACKSON	1440 HESSIE Lane Sugar Hill, Ga 30518	945-4224
Larry Jackson	1440 HESSIE Lane Sugar Hill, Ga 30518	932-0743
Ann Erickson	1440 HESSIE Lane Sugar Hill, Ga 30518	932-0743
Ann Erickson	1440 HESSIE Lane Sugar Hill, Ga 30518	932-0743

January 17, 1990

(A)

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There is a need, with urgency, for this signal, and those of us who use this intersection would appreciate your attention to this matter.

B. J. Hall	1381 Craig Dr Sugar Hill	932-2860
Jackie Graham	1382 Craig Dr Sugar Hill, Ga	932-5188
Jackie Graham RITA ABELL	1392 Craig Dr Sugar Hill	932-0402
Emogene Thompson	1402 Craig Dr Sugar Hill	932-1386
Emogene Thompson Carl H. Staples	1422 Craig Dr. Sugar Hill	945-8909
Carl H. Staples Marsha Smith	1432 Craig Dr. Sugar Hill	945-2973
Marsha Smith Douglas Smith	1432 Craig Dr. Sugar Hill	945-2973
Douglas Smith Lamar Cantrell	1442 Craig Dr Sugar Hill	945-8152
Lamar Cantrell Tommy Chandler	5306 Pass Ct Buford GA	271-1636
Tommy Chandler Judy Sanders	5145 Creek Lane Sugar Hill	945-9998
Judy Sanders David Sanders	5145 Creek Lane Sugar Hill	945-9998
David Sanders Cathy Tines	5193 Creek Lane Sugar Hill, GA	932-1841
Cathy Tines	30518	

January 17, 1990

(4)

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

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	Address	Telephone
Troy Timms	SUGAR HILL	
Troy Timms	5169 Creek La	
ALFRED W. FARMER	SUGAR HILL	
Alfred W. Farmer	1391 Ching Dr.	
Wayne Simpson	5226 Pass Ct	
Wayne Simpson	SUGAR HILL - 30518	
LAVERN KLEBB	5200 Pass Ct	
Lavern Klebb	SUGAR PASS CT	932-1110
KENNETH DALTON	5196 PASS CT. DR.	
Kenneth Dalton	SUGAR HILL	945-1787
Ronald Nollen	5186 Pass Ct	
R Nollen	SUGAR HILL	932-1847
LISA A. PRESTON	5166 Pass Ct.	
Lisa A. Preston	SUGAR HILL	271-7572
MARTHA LANCASTER	5156 Pass Ct.	
MARTHA LANCASTER	SUGAR HILL	945-7938
ROBERTO FIGUEROA	5126 Pass Ct.	
Roberto Figueroa	SUGAR HILL	945-14-71
JIM JOHNSON		
Jim Johnson	5016 PASS	271-7518
CARLTON R. HOWLAND	SAME	SAME
Carlton R. Howland		
MIKE 1504 Hill Mike Boykin	5020 Pass Ct	
	SAME	

January 17, 1990

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	Address	Telephone
Tracy Denson	5057 Pass Ct	945-5463
Tracy Denson	SUGAR HILL	
Lewis Cloud		
LEWIS CLOUD	5077 PASS CT	
Eva Mae Mauldin	1431 Neasia Lane	945- 2167 ¹⁷⁶⁷
Eva Mae Mauldin	Sugar Hill Ga.	
MARY DAVIS	1730 Neasia Ln	932-2919
Mary Davis	Sugar Hill, Ga	
Jerry Moore	1420 Neasia Ln	
Jerry W Moore	Sugar Hill, Ga	932-0223
JERRY KITCHENS	5157 PASS CT	
Tom Kitchens	BUFORD GA 30518	932-0341
Nydia Pacheco	5167 Pass Ct	
Nydia Pacheco	Sugar Hill Ga 30518	945-0852
Keith Guthrie	5177 Pass Ct	
Keith Guthrie	Sugar Hill 30518	932-1915
MICHAEL MINEAR	5237 PASS COURT	
Michael L Minear	SUGAR HILL 30518	
Peggie Wade	5187 PASS CT	
PEGGIE WADE	BUFORD GA 30518	932-1915
SAM Shoemaker	5207 Pass court	
Sam Shoemaker	Sugar Hill 30518	271-8176
SHIRLEY SHOEMAKER	5247 Pass Court	
Shirley Shoemaker	Sugar Hill, Ga 30518	932-1905

January 17, 1994

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	Address	Telephone
Mrs & Mrs Royce Doves	5161 Creek Ln Buford GA 30518	945-1512
Mrs. Pamela Burks	5178 Creek Lane Buford GA 30518	932-1941
Mrs. Pamela Burks	5178 Creek Lane Buford GA 30518	932-1941
Mr. Randy Burks	5178 Creek Lane Buford GA 30518	932-1941
Mr. DARRYL Adair	5179 Creek Lane Dr. Sugar Hill GA 30525	945-4582
Mr. & Mrs Everett H. Gorman	1332 Craig Dr Sugar Hill Ga.	271-9525
Mrs. Mrs Edwitt Harmon	1492 Craig Dr.	
Mr. & Mrs Jane Abraham	Sugar Hill	945-1602
Cindy Pass	1440 Hillcrest Dr.	
Cindy Pass	Sugar Hill, GA.	945-6201
Samuel K. Pass	1440 Hillcrest Drive. Sugar Hill GA.	945-6201
NOVA SEXTON	1417 Hillcrest Dr. Sugar Hill	945-1952
Thom Sexton	1335 Hillcrest Dr Sugar Hill	945-5915
Nelson Hooks	5194 Creek Lane Buford GA 30518	
Nelson Hooks	5194 Creek Lane Sugar Hill GA 30518	945-2617
JAKE Henley		
Jake Henley		
JOAN Henley		

7

January 17, 1991

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	Address	Telephone
Mary Barnett	1342 Hickory Hill	932-5930
Mary Barnett	Buford Ga	
RAMMIE GIBSON	1332 Hickory Dr	
Randall E. Wilson	Buford, Ga	945-1200
Betty Golden	1331 Hickory Dr.	
Betty Golden	Buford Ga 30518	945-0454
Teresa Parker	5227 Walnut Creek	
Teresa Parker	Sugar Hill, GA 30518	
Randy Parker	5227 Walnut Cr.	
Randy Parker	Sugar Hill, GA 30518	
Jerry Vaughan	Jerry Vaughan	
Jerry Vaughan	5226 Walnut Cr.	932-84
Douglas Johnson	1292 Hickory	
Douglas Johnson	Hills	
Elizabeth Mayville	ELIZABETH MAYVILLE	
ELIZABETH MAYVILLE	5308 HICKORY CR.	
ALBERT HITE	1251 Hickory Dr	945
Albert Hite	Sugar Hill, Ga. 30518	2629
BILL BRIERTON	1251 - HICKORY DR	
Bill Brierton	Sugar Hill	
Joyce Shelton	5226 Creek Lane	
Joyce Shelton	Sugar Hill Ga	271-0977
Bill Shelton	5226 Creek Ln.	
Bill Shelton	SUGAR HILL GA.	271-0977

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

There is a need, with urgency, for this signal, and those of us who use this intersection would appreciate your attention to this matter.

	Address	Telephone
X Kenneth Chance	1391 Hickory Hills Dr Buford Ga. 30518	
X Kenneth Chance		
Charlotte Pines	5193 Creek Lane Buford Ga, 30518	
Charlotte Pines		
Virginia Chance	1391 Hickory Hills Dr	
Virginia Chance	Buford Ga.	
Kenneth Chance	1391 Hickory Hills	
Kenneth Chance	Buford Ga 30518	
William Medlin	1362 Hickory Hills	
William Medlin	Sugar Hill Ga	
Rita Gibson Rita Gibson	1332 Hickory Dr. Buford, GA. 30518	
Robin C. Couillon	1322 Hickory Drive	
Robin C. Couillon	Sugar Hill, Ga. 30518	
Jamie C. Couillon	1322 Hickory Drive.	
Jamie C. Couillon	Sugar Hill, Ga-30518	
Bret Wheeler	1312 Hickory Dr	
Bret Wheeler	Sugar Hill Ga 30518	
Reggy Lewis	5228 WALNUT Cir	
Reggy Lewis	Sugar Hill Ga 30518	
Richard Lewis	5228 WALNUT Cir	
Richard Lewis	SUGAR HILL GA-30518	
Ray Summers	1291 Hickory DR	
Ray Summers	Sugar Hill Ga 30518	

January 17, 1999

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

There is a need, with urgency, for this signal, and those of us who use this intersection would appreciate your attention to this matter.

Please print first

	address	phone
Beverly Summers	1291 Hickory Dr Sugar Hill 30518	
Beverly Summers		
Jane Adla	1272 Hickory Hill Dr Sugar Hill GA 30515	
Jane Ioller		
GERALD E. IOLER	1272 HICKORY HILL DR	
Gerald E Ioller	SUGAR HILL GA 30518	
Jerry Jackett	1271 1271 Hickory	
Jerry Jackett	Sugar Hill, Ga.	932-2154
Roger Jackett	1271 Hickory	
Roger Jackett	Sugar, Hill GA	932 2154
Nancy Ward	1250	
Erest Ward	Hickory	
Jackett	SUGAR HILL GA	945-2694
Royce Toss	1184 Hillcrest	
Jerald M. Toss	SUGAR HILL	
Jerald M. Toss	1173 Hillcrest	
Jerald M. Toss	SUGAR HILL	
J. ALBERTSON	1484 Hillcrest Dr.	
J. Albertson	SUGAR HILL GA	945 7223
FRANK JACOBSON	1411 Hillcrest Dr.	
Frank Jacobson	SUGAR HILL	932-2979
Kim Holland	1330 Hillcrest Dr.	
Kim Holland	Sugar Hill	932-5762
STEVE KITCHENS	1462 CRAIG DR.	
Steve Kitchens	SUGAR HILL	945 0137

January 17, 1990

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

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	Address	Telephone
JAY EUREY	5165 SUGAR CREST DR	
Jay Eurey	SUGAR Hill GA. 30518	271-1216
ROBERT M. ALLUMS	5195 Sugar Crest Dr.	
Robert M. Allums	5195 Sugar Hill, Ga. 30518	945-8517
Helen G. Allums	5195 Sugar Crest Tr.	
Helen A. Allums	Sugar Hill, GA 30518	945-8517
PAT OWAN'S	5175 Sugar Crest Dr.	
Pat Owens	Sugar Hill, Ga. 30518	271-8565
JAMES T. OWAN'S	5175 Sugar Crest Dr.	
James T. Owens	Sugar Hill, Ga 30518	271-8565
JAMES WHITNEY	5225 Sugar Crest Dr.	
James Whitney	SUGAR Hill, GA 30518	945-0869
Clair Whitney	5215 Sugar Crest	
Elaine Whitney	Sugar Hill Ga	945-0869
Charlotte Gray	5255 Sugar Crest	
Charlotte Gray	Sugar Hill 30518	932-8521
James Michael Bolen	5275 Sugar Crest Dr	
James M Bolen	Sugar Hill GA 30518	932-8158
LIMMIE SEYMOUR	5270 Sugarcrest Dr.	
Limmie Seymour	Sugar Hill, GA 30518	945-2939
ANNETTE SKINNER	1022 Level Ck Rd	
Annette Skinner	Sugar Hill Ga. 30518	932-5238
CHRISTOPHER REIS	5230 Sugar Crest Dr	
Chris Reis	Sugar Hill GA 30244	932-1860

January 17, 1991

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

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Print Name	Address	Telephone
JANE BRIGLEY	1471 Hillcrest Dr.	
Jae Bueck	Buford, Ga. 30518	945-2647
J. D. HUMPHREY	1439 Hillcrest	
J. D. Humphrey	Buford	945-9388
Kenneth J. Albertson	1439 Hillcrest Dr.	
Kenneth J. Albert	Sugar Hill Ga.	945-2525
Kathy Buice	1940 Hillcrest Dr.	
Kathy Buice	Buford, 30518	945-8497
Manuel Lopez	5115 SUGARCREST DR.	
Manuel Lopez	SUGAR HILL GA 30518	271-1848
Patricia Mides	5125 Sugar Crest Dr.	
Patricia Mides	Sugar Hill, Ga. 30518	932-0605
KATHY BRYANT	5130 SUGAR CREST DRIVE	
Kathy Bryant	SUGAR HILL, GA. 30518	945-1318
Charlotte Cato	5140 SUGARCREST DRIVE	
Charlotte Cato	SUGAR HILL GA 30518	932-0150
CORY BILLINGS	5135 SUGARCREST DR.	
Cory Billings	SUGAR HILL, GA 30518	945-4952
BOY L. MEADE	5285 SUGARCREST DR.	
Boyd L. Meade	SUGAR HILL, GA. 30518	932-0424
CHIRLEY HOUSTON	5280 Sugarcrest Dr.	
Chirley Houston	Sugar Hill GA 30508	271-0831
STEVEN P. MORRISON	5145 SUGARCREST DR.	
Steve P. Morrison	SUGAR HILL GA	945-4710

January 17, 1990

12

We the undersigned, would like to present this petition to the City of Sugar Hill and the State of Georgia Department of Transportation.

By our signatures we stand united and agree upon the urgency and need of a traffic signal at the intersection of Ga. Highway 20 (Broad St.) and Hillcrest Dr. Not only is visibility quite poor both north and south on Ga. 20 at that intersection, there is also great difficulty exiting from Hillcrest Dr. due to the large increase in traffic on Ga. 20 in the past several years. There have been a substantial number of accidents at that intersection, and who knows how many "near misses".

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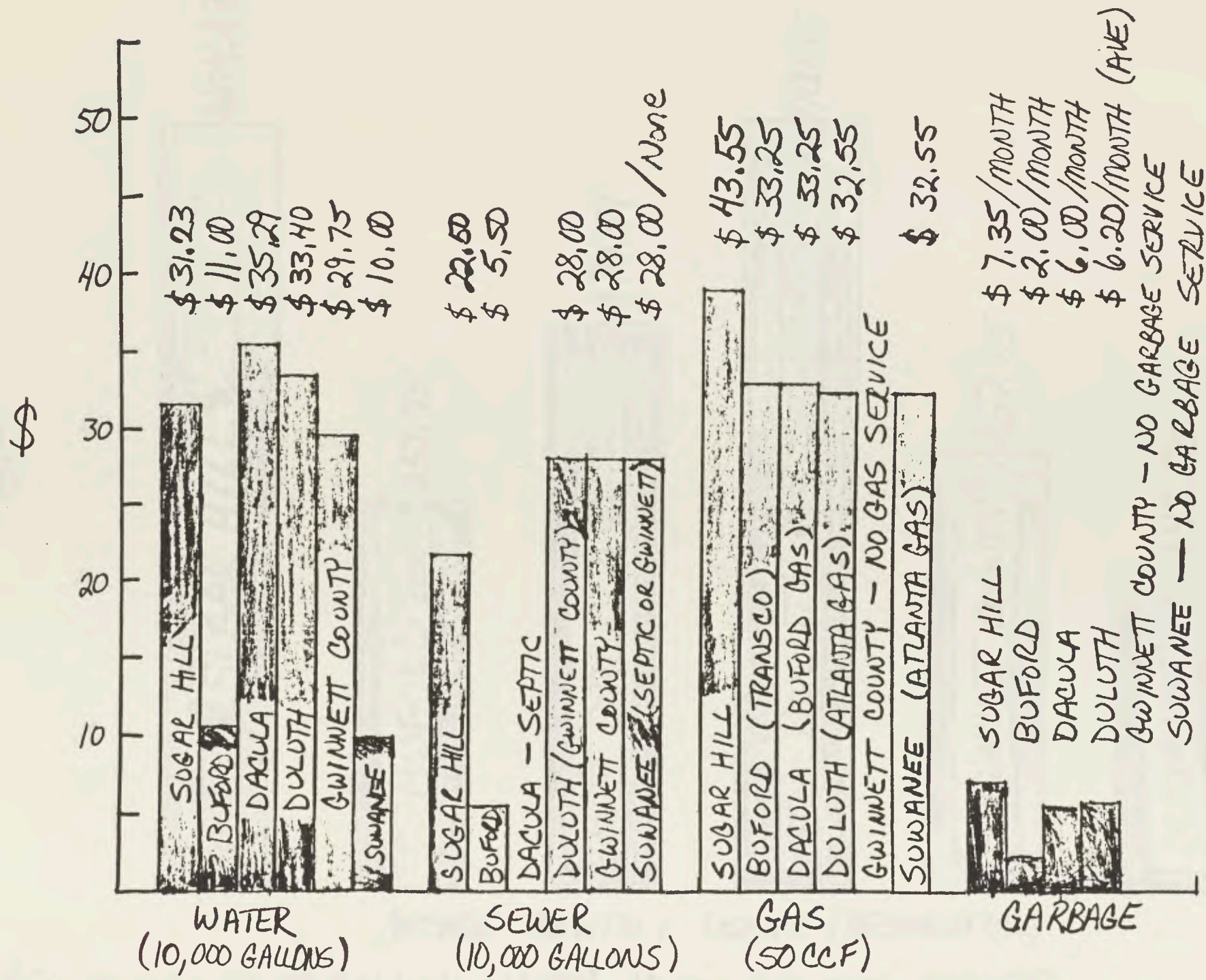
	Address	Telephone
Lisa Bartlett	5220 Sugar Crest	932-2514
Lisa Bartlett	Sugar Hill Ga	
JAVAD ASGARI	5205 Sugar Crest	271-1024
Javad Asgari	Sugar Hill GA	
Cyril Featherstone	5200 Sugar Crest Dr.	271-8901
Cyril Featherstone	Sugar Hill, GA 30518	
Tim Heitmann	5180 Sugar Crest Dr.	932-0353
Timothy Heitmann	Sugar Hill	
Brenda Heitmann	5180 Sugar Crest Dr	932-6353
Brenda Heitmann	Sugar Hill, GA 30518	
Michael C Yost	5160 SUGARCREST DR	945-6091
MICHAEL C. YOST	SUGAR HILL, GA 30518	
Jeff Puckett	5120 Sugar Crest Dr.	945-1797
Jeff Puckett	Sugar Hill GA. 30518	
Betty Pass	1448 Hillcrest Dr.	945-5270
Betty Pass	Bu Ford, GA. 30518	
Linda Pass	11 Whitehead Rd.	945-5417
Linda Pass	Sugar Hill GA 30518	

①

GWINNETT COUNTY/CITIES UTILITY RATE COMPARISON
11 MARCH 1991

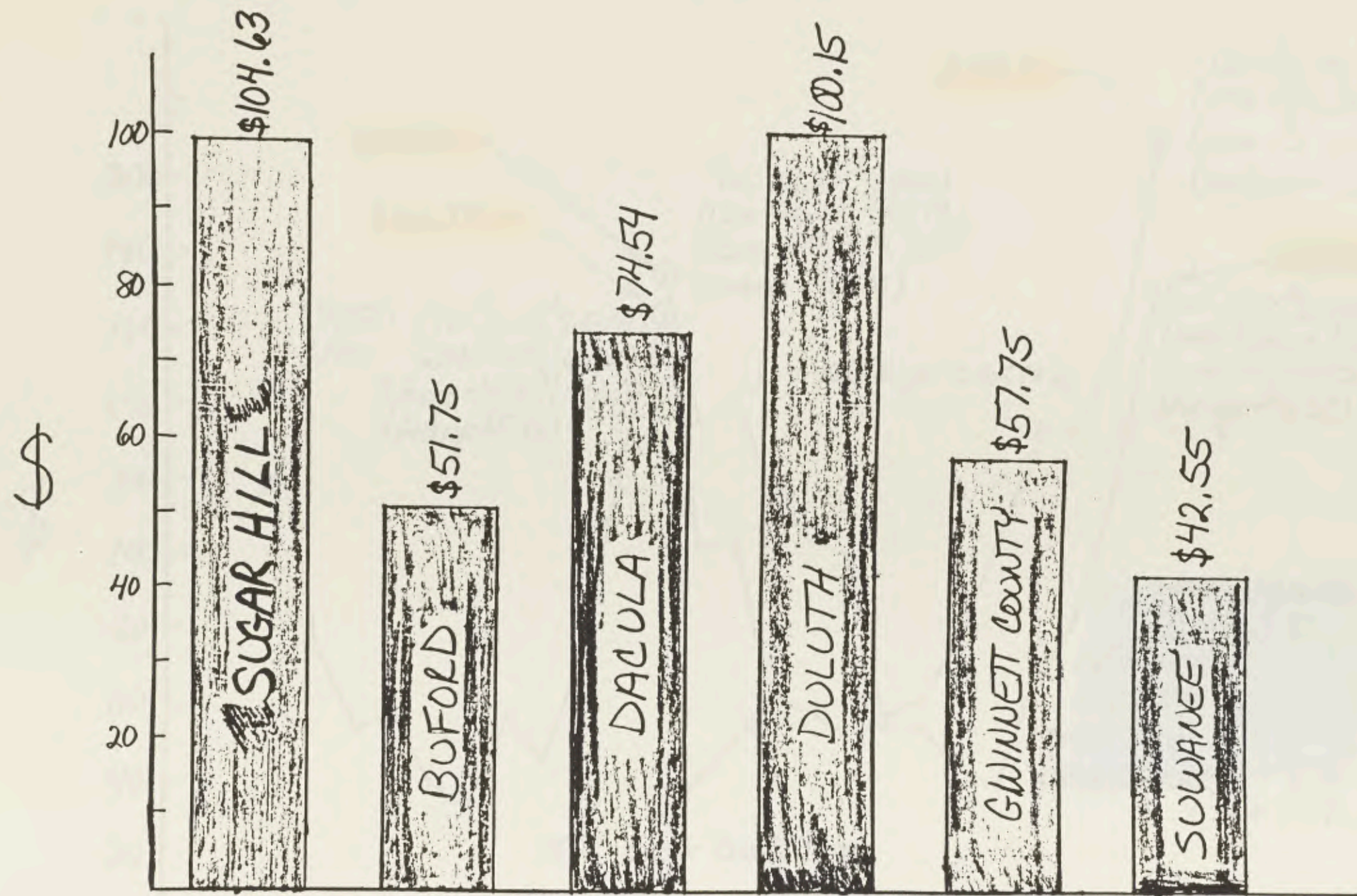
	WATER	SEWER	GAS	GARBAGE	DEPOSIT
SUGAR HILL	\$6.48 - 1st 100 GALS \$2.75 PER 100 GALS THEREAFTER	\$2.50 BASE/MONTH \$2.00 PER 100 GALS THEREAFTER	\$6.13 BASE/MONTH \$.707 PER CUBIC FOOT + 5% SALES TAX	\$7.35 PER MONTH	\$150. FOR 3 YRS NO INTEREST
BUFORD	\$5. - 1st 400 GALS \$1. PER 100 GALS THEREAFTER	1/2 \$ WATER BILL	5.00 .69 \$.665 PER CUBIC FOOT (TRANSCO)	\$2. PER MONTH	\$10.00
DACULA	\$8.25 - 1st 200 GALS \$3.38 PER 100 GALS THEREAFTER	ALL SEPTIC	\$.665 PER CUBIC FOOT (BUFORD GAS)	\$6. PER MONTH	\$50.00 HOMEOWNER \$75.00 RENTER
DULUTH	\$7. - 1st 200 GALS \$3.30 PER 100 GALS THEREAFTER	GWINNETT COUNTY	\$.651 PER CUBIC FOOT (ATLANTA GAS)	\$15.50 PER 20 BAGS	\$25.00
GWINNETT COUNTY	\$6.25 SURCHARGE \$2.35 PER 1000 GALS	\$2.80 PER 1000 GALS	NO GAS SERVICE	\$14.95 NO GARBAGE SERVICE	\$25.00 SEPTIC \$50.00 SEWER
SUWANEE	\$4. - 1st 300 GALS \$2. - 4-5000 GALS \$4. - 6-10000 GALS \$.53 PER 100 GALS THEREAFTER	NEARLY ALL SEPTIC LIMITED GWINNETT COUNTY AVAILABLE	\$6.13 \$.651 PER CUBIC FOOT (ATLANTA GAS)	NO GARBAGE SERVICE	\$10.00 HOMEOWNER \$25.00 RENTER

GWINNETT COUNTY / CITIES UTILITY RATE COMPARISON 11 MARCH 1991



AVERAGE AMOUNT USED (RESIDENTIAL)

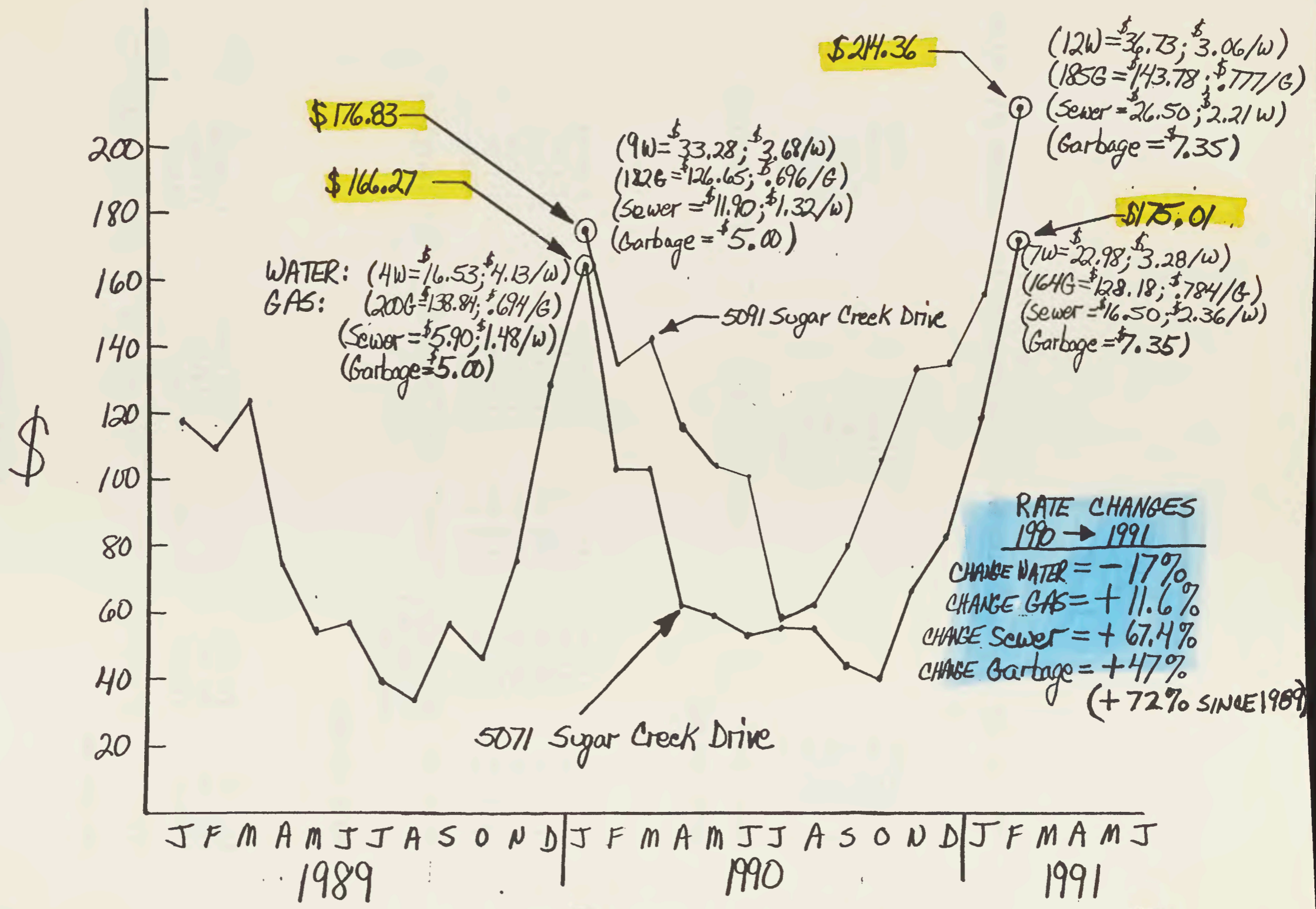
GWINNETT COUNTY / CITIES UTILITY RATE COMPARISON 11 MARCH 1991



AVERAGE MONTHLY USAGE (RESIDENTIAL)

ASSUMING: 10,000 GALLONS WATER, 10,000 GALLONS SEWER,
50 CCF GAS, AND NORMAL GARBAGE

GWINNETT COUNTY / CITIES UTILITY RATE COMPARISON 11 MARCH 1991



**RATE CHANGES
1990 → 1991**

- CHANGE WATER = -17%
- CHANGE GAS = +11.6%
- CHANGE Sewer = +67.4%
- CHANGE Garbage = +47%
- (+72% SINCE 1989)

ACTUAL UTILITY BILLS (2 RESIDENTS)

TAP FEE CHANGES

GAS TAP-ONS:

<u>GAS TAP</u>	<u>GAS METER</u>	<u>TOTAL</u>	<u>DATE VOTED ON</u>	<u>DATE EFFECTIVE</u>
\$100.00	\$50.00	\$150.00	1985	1985
\$120.00	\$50.00	\$170.00	12/9/85	1/1/86
\$175.00	\$50.00	\$225.00	12/17/90	12/18/90

WATER TAP-ONS:

<u>WATER TAP</u>	<u>BACKFLOW PREVENTOR & WATER METER</u>	<u>TOTAL</u>	<u>DATE VOTED ON</u>	<u>DATE EFFECTIVE</u>
\$150.00	\$50.00	\$200.00	1985	1985
\$220.00	\$50.00	\$270.00	12/9/85	1/1/86
\$450.00	\$50.00	\$500.00	12/8/86	12/9/86
\$550.00	\$50.00	\$600.00	12/14/87	12/15/87
\$575.00	\$75.00	\$650.00	12/11/89	1/1/90
\$675.00	\$75.00	\$750.00	2/19/91	2/20/91

SEWER TAP-ONS:

<u>SEWER TAP</u>	<u>DATE VOTED ON</u>	<u>DATE EFFECTIVE</u>
\$ 350.00	1985	1985
\$ 550.00	12/9/85	1/1/86
\$ 750.00	12/8/86	12/9/86
\$1,000.00	6/8/87	6/9/87
\$1,500.00	12/14/87	12/15/87
\$2,000.00	12/17/90	12/18/90

THE FEES FOR THE GAS & WATER TAPS LISTED ABOVE ARE FOR STANDARD 3/4" METERS.

UTILITY RATE CHANGES

GAS RATES:

Inside City Limits

BASE RATE	# CU.FT. MINIMUM	RATE PER ADDITIONAL CU. FT.	SALES TAX	DATE VOTED ON	DATE EFFECTIVE
\$5.99	0 - 5	\$.599		1985	1985
\$6.45	0 - 5	\$.645		12/9/85	2/86 BILLING
\$6.13	0	\$.645	5%	12/17/90	2/91 BILLING
\$6.13	0	\$.707	5%	2/25/91*	3/91 BILLING

Outside City Limits

BASE RATE	# CU.FT. MINIMUM	RATE PER ADDITIONAL CU. FT.	SALES TAX	DATE VOTED ON	DATE EFFECTIVE
\$6.59	0 - 5	\$.659		1985	1985
\$7.10	0 - 5	\$.710		12/9/85	2/86 BILLING
\$6.74	0	\$.710	5%	12/17/90	2/91 BILLING
\$6.74	0	\$.780	5%	2/25/91*	3/91 BILLING

WATER RATES:

Inside City Limits

BASE RATE	# GALS. MINIMUM	RATE PER ADDITIONAL 1,000 GALS.	DATE VOTED ON	DATE EFFECTIVE
\$6.69	0-4,000	\$1.96	1985	1985
\$8.50	0-4,000	\$1.96	12/9/85	2/86 BILLING
\$4.50	0-1,000	\$2.00	12/8/86	1/87 BILLING
\$5.63	0-1,000	\$2.50	10/12/87	11/87 BILLING
\$6.48	0-1,000	\$3.35	12/11/89	1/90 BILLING
\$6.48	0-1,000	\$2.75	10/8/90	11/90 BILLING

Outside City Limits

BASE RATE	# GALS. MINIMUM	RATE PER ADDITIONAL 1,000 GALS.	DATE VOTED ON	DATE EFFECTIVE
\$7.30	0-4,000	\$2.15	1985	1985
\$9.35	0-4,000	\$2.15	12/9/85	2/86 BILLING
\$4.95	0-1,000	\$2.20	12/8/86	1/87 BILLING
\$6.19	0-1,000	\$2.75	10/12/87	11/87 BILLING
\$7.13	0-1,000	\$3.69	12/11/89	1/90 BILLING
\$7.13	0-1,000	\$3.03	10/8/90	11/90 BILLING

UTILITY RATE CHANGES, CONTINUED

SEWER RATES:

<u>BASE</u> <u>RATE</u>	<u>RATE PER ADDITIONAL 1,000 GALS WATER</u>	<u>DATE VOTED ON</u>	<u>DATE EFFECTIVE</u>
\$1.00	\$.96	1985	1985
\$1.10	\$1.06	1/9/89	2/89 BILLING
\$1.10	\$1.20	8/14/89	9/89 BILLING
\$1.30	\$1.50	12/17/90	2/91 BILLING
\$2.50	\$2.00	2/19/91	3/91 BILLING

* Refer to attached Ordinance adopted 2/25/91.

M E M O

TO: MAYOR & COUNCIL
FROM: AMY ROARK
DATE: MARCH 11, 1991
RE: HEALTH & LIFE INSURANCE BIDS

After reviewing the attached summary sheets of the bids I received, I would like to recommend to the council that you accept the bid proposal from GMA/JMEBS for the city's health and life insurance coverage. My recommendation is based on the fact that the monthly rates are lower than all the bids that were received.

My recommendation is to accept GMA bid proposal on health and life insurance coverage.

HEALTH & LIFE

INSURANCE COMPANY	DEDUCTIBLE	CO-INSURANCE	OUT-OF-POCKET	MATERNITY	DENTAL	DISABILITY
Burnette Insurance	\$100.00	80/20	80/20 visit	80/20 visit	80/20	NO
Powell and Co.	\$100.00 medical \$50.00 dental	80/20	80/20 visit	80/20 visit	80/20	NO
Ellington and Assoc.	\$200.00 medical \$50.00 dental	50/50	50/50 visit	50/50 visit	50/50	\$200.00 month
GMA (JMEBS)	\$200.00	80/20	80/20 visit	80/20 visit	80/20	\$50-\$300 Emp. status

PRES. CARD	PRE-CERTIFICATION	EMPLOYEE RATE	DEPENDENT RATE	EYE CARE	TOTAL COST	COMMENTS	LIFE	RATING
\$5.00 \$2.00 generic	YES	\$369.67 dependent and employee		NO	\$8848.77/mo.	Quote for wrong number of emp. and Jackson Co.	\$10,000 \$128.30	A+
NO	YES	\$403.95 dependent and employee		NO	\$9928.43/mo.	Rate guaranteed 12 months		NONE
YES	YES	\$358.32 dependent and employee		NO	\$9490.82/mo.	Rate guaranteed 12 months.	\$25,000 \$234.00	A+
NO	YES	\$121.00	\$176.00	NO	\$8944.31/mo.	Rate guaranteed 12 months.	\$10,000 \$346.50	NONE

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: AMY ROARK
DATE: MARCH 11, 1991
RE: CUT-OFF NOTICES

Attached is a proposed cut-off mailer form for your consideration. As opposed to the current letter form, these new forms will save both time and money. The following is a cost savings comparison for both cut-off notices per 500, which is approximately how many cut-off notices are mailed out each month:

<u>Current Letter Form</u>	
Postage - .29¢ x 500.....	= \$145.00
Paper - .0076¢/page x 250 (2 notices/pg)	= \$ 1.90
Envelopes - .0269¢/envelope x 500.....	= \$ 13.45
Labor - 4 employees @ \$6.50/hr. x 4 hrs.	= \$104.00
Grand Total Per Month	= \$264.35

<u>Proposed Mailer Form</u>	
Postage - .248¢ x 400 inside.....	= \$99.20
Postage @ .29¢ x 100 outside.....	= \$29.00
Paper @ .103¢/page x 500.....	= \$51.50
No envelopes necessary.....	= \$ 0.00
Labor - 1 employee @ \$6.50/hr. x 2 hrs.	= \$13.00
Grand Total Per Month	= \$192.70

APPROXIMATE SAVINGS OF \$71.65 PER MONTH

With the proposed mailer form, we can utilize the same permit we use for utility bills. Therefore, we get a discount on postage for the inside City limits mailings.

I am recommending that we begin utilizing the proposed mailer forms immediately since they are more cost efficient.

BOHANNON, BILLIE
5215 HEATHER PINES DRIV
SUGAR HILL, GA
30518

Account Number: 400030.33

Current Letter Form

12/18/90

CUT OFF NOTICE
=====

Dear Customer:

Our records indicate a past due balance of \$ 71.51. If payment has already been submitted, please disregard this notice. If you feel there is an error with this amount please contact city hall immediately.

The cut-off date is 12/26/90. If payment is not received prior to this date, your utilities will be disconnected. This action will result in a service charge of \$15.00. The City will not be responsible for re-lighting pilot lights if your services have been disconnected.

If you have any questions concerning this notice, please contact city hall between the hours of 8:00 a.m. and 5:00 p.m., Monday thru Friday.

Thank you,

CITY OF SUGAR HILL
4988 West Broad Street
Sugar Hill, Georgia 30518
(404)945-6716

FROM

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

----- FIRST CLASS MAIL
----- U.S. POSTAGE PAID
----- BUFORD, GA
----- PERMIT 8
----- ZIP CODE 30518

Proposed Mailer Form

HOLD
FIRMLY
HERE

TO

DOE, JOHN M.
8394 OAK STREET
SUGAR HILL, GA 30518

FROM
CITY OF SUGAR HILL
4988 WEST BROAD STREET
SUGAR HILL, GA 30518

This is inside the mailer form.

THIS NOTICE IS TO INFORM YOU THAT YOUR UTILITY ACCOUNT WITH THE CITY OF SUGAR HILL IS IN ARREARS AS OF 03/20/91

ACCT.	AMT PAST DUE	LATE CHARGE	PAYMENTS/ADJS.	TOTAL DUE
10100.00	123.05	.00	.00	123.05

IF PAYMENT IS NOT MADE BY 03/25/91 YOUR SERVICE WITH THE CITY WILL BE SUBJECT TO DISCONNECTION. IF YOUR RECORDS DO NOT AGREE WITH THE BALANCE SHOWN ABOVE, PLEASE CONTACT THE CUSTOMER RELATIONS CLERK AT 945-6716.

DOE, JOHN M.
8394 OAK STREET
SUGAR HILL, GA 30518

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: DANNY HUGHES, UTILITIES SUPERVISOR
DATE: MARCH 11, 1991
RE: CATHODIC PROTECTION REQUIREMENTS OF THE PUBLIC SERVICE COMMISSION

The following supplies and labor are needed to update our Cathodic Protection:

50 Magnetic Anodes @ \$18.00 each.....	\$ 900.00
100 Charges @ \$1.12 each.....	\$ 112.00
1 Mold.....	\$ 45.00
Total Supplies Needed.....	\$1,057.00
3 Days Labor @ \$400.00 per day.....	\$1,200.00
Grand Total.....	\$2,257.00

These updates in procedures are now required by the Public Service Commission in order to renew our insurance policy. The company providing the labor is Pro-Tec Services.

RESOLUTION

WHEREAS, at a regular meeting of the Mayor and Council of the City of Sugar Hill, Gwinnett County, Georgia, held on March 11, 1991, a motion was made and duly seconded that the City of Sugar Hill agrees to the terms of the agreement between the Gwinnett County Community Development Block Grant and the City of Sugar Hill, authorizing the Mayor to execute said contract on behalf of the City of Sugar Hill and accept the grant provided for in said contract in the amount of \$25,000.00.

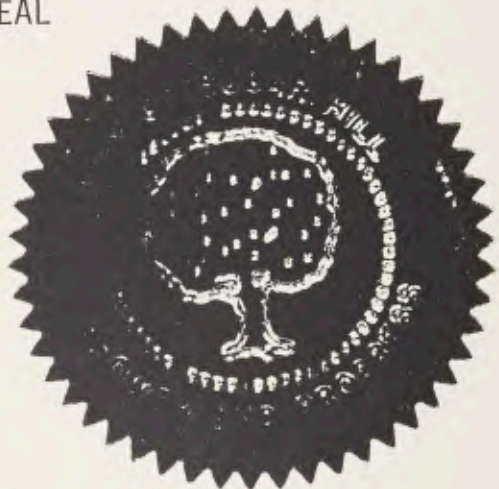
NOW, THEREFORE, BE IT RESOLVED by the City of Sugar Hill of Gwinnett County, Georgia, that the terms and conditions of the agreement between the Gwinnett County Community Development Block Grant and the City of Sugar Hill are hereby agreed to, that the Mayor is authorized and empowered to execute said contract and any subsequent amendments thereto on behalf of the City of Sugar Hill and that the grant provided for in said contract in the amount of \$25,000.00 is hereby accepted to be used under the terms and conditions of said agreement, including but not limited to the provision requiring the City of Sugar Hill to certify and assure that it has the ability and intention to finance \$25,000.00 of the cost for the project and that sufficient funds have been designated to assure the acquisition and/or development, operation and maintenance of the facilities identified in said contract.

IT IS HEREBY RESOLVED this 11th day of March, 1991.

ATTEST:

Judy Foster
City Clerk

SEAL



George Haggard
Mayor

Bobbie Queen
Council Member

Thomas Morris
Council Member

Rabon G. Wain
Council Member

David L. Howell
Council Member

Ryan West
Council Member

GOLF COURSE AGENDA

1. Grading of maintenance area. \$5,000.00
2. Fencing of maintenance area. \$9,850.00
3. Steel chain saw, model # 034 Super, with case. \$395.00
4. Pump & Line from Richland Creek to pond #3.
5. 1- Spreader from LESCO @ \$165.00
6. 4- Alum. Rakes from LESCO @ \$28.60 each



JOINT CLUB MANAGERS'/GEORGIA GOLF COURSE
SUPERINTENDENTS MEETING

Education Sponsored: USGA Monday, March 18, 1991

1. Liability on the golf course
Jay Michael Vernon, Attorney
Mr. Vernon has been a featured speaker at the
USGA's National Conference.
2. Amateur Status
Anthony (Tony) Zirpoli
Director, Regional Affairs & Amateur Status
USGA, Guest Speaker
3. Bentgrass Greens - Facts and Fiction
Patrick (Pat) O'Brien
Southeastern Director, USGA Green Section

Chateau Elan

AGENDA

8:15 a.m. - Continental Breakfast
8:45 a.m. - Opening Remarks
9:00 a.m. - 12:00 Noon - Educational Class
12:00 Noon - Boxed lunch (for those playing golf)
1:00 p.m. - Shotgun Start/Hors d'oeuvres and cash
bar to follow golf

Golf tournament will play to a limited field of 128 players.

Tours of the winery will be arranged for non-golfers.

Cost: \$60.00 per person. Includes greens fees, carts,
continental breakfast, two soda breaks, box lunch and
hors d'oeuvres after golf.

See your club manager before sending in registration fee

Name BOB BOLTZ

Title DIRECTOR OF GOLF

Club SUGAR HILL GOLF COURSE

Address 6094 SUWANEE DAM RD.

SUGAR HILL, GA. 30518

Amount Enclosed \$ _____ Deadline: Monday, March 4, 1991

Send to: CMAA
Myra Whorton, Corresponding Secretary
2300 Peachford Road
Suite 3100
Atlanta, GA 30338

RESOLUTION

WHEREAS, the Mayor and Council of the City of Sugar Hill appoints the position of City Clerk; and

WHEREAS, Mrs. Judy Foster was appointed by the Mayor and Council as "Acting City Clerk" in 1987; and

WHEREAS, the Mayor and Council instructed Mrs. Foster that upon her completion of Certification from the Carl Vinson Institute for Continuing Education with the University of Georgia, that she would be promoted to City Clerk of the City of Sugar Hill, Georgia; and

WHEREAS, in February of 1991, Mrs. Foster passed the Certification Exam and will be honored in September of 1991 by the Certified Municipal Clerks Association for her accomplishments.

THEREFORE, BE IT HEREBY RESOLVED, that Mrs. Judy Foster shall be appointed as the official City Clerk for the City of Sugar Hill, Georgia, as of the date of this Resolution.

IT IS SO RESOLVED, this 11th day of March, 1991.

SEAL



George Meggard

Mayor

Bobbie Queen

Council Member

Thomas Morris

Council Member

Rabin G. Davis

Council Member

David L. Hunt

Council Member

Roger Smith

Council Member



CALLED COUNCIL MEETING
TUESDAY, MARCH 19, 1991
10:30 A.M.

A G E N D A

- A) Closed Executive Session with the
City Attorney

CALLED COUNCIL MEETING
TUESDAY, MARCH 19, 1991
10:30 A.M.

MINUTES

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

Meeting called to order at 10:30 a.m. by Mayor Haggard.

Closed Executive Session

Council Member Hawthorne moves to go into a closed executive session with the City Attorney to discuss a personnel matter. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 10:30 a.m.

Meeting reconvened at 12:10 p.m.

No further business was conducted.

Adjournment

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

Meeting adjourned at 12:10 p.m.

Judy L. Foster



CALLER COUNCIL MEETING
THURSDAY, MARCH 21, 1991
4:00 P.M.

A G E N D A

- A) Closed Executive Session with the
City Attorney.
- B) Personnel Meeting

CALLED COUNCIL MEETING
THURSDAY, MARCH 21, 1991
4:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Roger Everett, Thomas Morris, Bobbie Queen and City Attorney Lee Thompson.

Meeting called to order at 4:09 p.m. by Mayor Haggard.

Closed Executive Session

Council Member Hawthorne moves to go into a closed executive session with the City Attorney to discuss a personnel matter. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 4:09 p.m.

Meeting reconvened at 4:50 p.m.

Contract with Keck & Wood, Inc. Regarding GC&STP Facility

Council Member Hawthorne moves to set up a meeting with Jim Stanley, President of Keck & Wood, Inc., to give him the option to resign from the contract, with certain requirements of the resignation to be established by the Council, or else the city will terminate the contract. Second to the motion by Council Member Morris. Vote: 3 for, 1 opposed, Council Member Everett. Motion carried.

Closed Executive Session

Council Member Hawthorne moves to go back into a closed executive session to discuss this matter further. Second to the motion by Council Member Queen. Vote unanimous.

Meeting recessed at 4:55 p.m.

Meeting reconvened at 5:15 p.m.

Contract with Keck & Wood, Inc. Regarding GC&STP Facility

Council Member Hawthorne moves to rescind the motion made earlier to meet with Keck & Wood and give them the option to resign or else be terminated by the city. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne moves to set up a meeting with Jim Stanley, President of Keck & Wood, Inc., and give them the option to resign, effective immediately, and that they must also release the contract with Willard Byrd immediately. If Keck & Wood, Inc. refuses to resign, the city will terminate the contract within the terms of the contract. This motion further rescinds action taken by the Council on March 19, 1991. Second to the motion by Council Member Morris. Vote unanimous.

Closed Personnel Meeting

Council Member Hawthorne moves to enter into a closed personnel meeting to discuss the hiring of a new city employee. Second to the motion by Council Member Queen. Vote unanimous.

**CALLED COUNCIL MEETING
THURSDAY, MARCH 21, 1991
MINUTES, CONT'D.
PAGE 2**

Meeting recessed at 5:20 p.m.

Meeting reconvened at 6:00 p.m.

Hiring of City Employee

Council Member Queen moves to offer Ken Crowe \$25,000 per year for the position of Assistant Building Inspector. Second to the motion by Council Member Morris. Vote unanimous.

No further action was taken.

Adjournment

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

Meeting adjourned at 6:05 p.m.

Judy H. Foster



EMERGENCY CALLED MEETING
FRIDAY, MARCH 22, 1991
11:30 A.M.

A G E N D A

- A) Conference with City Attorney &
City Engineering Firm, Keck & Wood, Inc.

EMERGENCY CALLED MEETING
FRIDAY, MARCH 22, 1991
11:30 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members David Hawthorne, Reuben Davis, Roger Everett, Thomas Morris, Bobbie Queen, City Attorney Lee Thompson and City Engineer Jim Stanley.

This emergency called meeting was necessary because of the urgency of the golf course and sewer treatment plant project. The press was notified first thing on the morning of the 22nd and the situation was explained to them.

Meeting called to order at 11:40 a.m. by Mayor Haggard.

Closed Executive Session

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

Meeting recessed at 11:40 a.m.

Meeting reconvened at 11:55 a.m.

Contract with Keck & Wood, Inc.

Council Member Hawthorne moves to accept the agreement of Jim Stanley, President of Keck & Wood, to terminate the contract at the close of business today. Second to the motion by Council Member Everett. Vote unanimous.

Mr. Stanley states that there are tons of documentation on the golf course and sewer treatment plant project and he asks if the city needs everything. No comment. Mr. Stanley states that he will return milars and the most important papers and if the city wants more information, he suggests they make a list of the items that are needed and he will supply copies to the city at cost for reproduction. Council Member Hawthorne asks Mr. Stanley if he has any reason to destroy the documents. Mr. Stanley states no, they usually keep their records for 5 years.

Mr. Stanley states that since the city is terminating the contract with Keck & Wood, he would like to see the invoices that are pending be paid. He states that there is one invoice in particular payable to Westinghouse for \$37.50. Mr. Stanley states that Keck & Wood has certified that the invoice was appropriate for payment and if the city is not willing to pay it, he will pay it himself. Director of Golf Bob Boltz states that no one was on site and the work was not completed. Mr. Stanley states that Westinghouse was instructed by someone to be on site that morning and they did as they were told and he feels it needs to be paid since it was scheduled for them to be there.

No further action was taken.

Adjournment

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

Meeting adjourned at 12:07 p.m.

Judy S. Foster

APR.

MAY

JUNE

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

A G E N D A

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

Committee Reports

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

Old Business

- A) Cablevision
- B) Resolution for Traffic Signal at Hwy 20 & Hillcrest Drive
- C) Utility Deposits

New Business

- A) Jewel Gooch Annexation Request - Highway 20
- B) Arbitrage Rebate Service Agreement
- C) Resolution to Name the Director of Finance Trustee of Retirement Fund
- D) Pawn Shop Ordinance
- E) Replacement of Water Line on Dogwood Hills Drive
- F) Request for Supplies in Inspections Department
- G) Request for Supplies in Utilities Department

City Manager's Report

- A) Request to have Water Tanks Flushed
- B) Suggestions for 1992 C.D.B.G. Funds

Director of Golf's Report

- A) Update of Golf Course Construction
- B) Contract for Engineering Firm
- C) Request for Equipment Purchases
- D) Fencing

City Clerk's Report

Council Reports

Citizen's Comments

Adjournment

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

MINUTES

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

In attendance: Mayor Pro-tem David Hawthorne and Council Members Reuben Davis, Roger Everett, Thomas Morris and Bobbie Queen.

Council Meeting called to order at 7:35 p.m. by Mayor Pro-tem Hawthorne.

Pledge to the flag led by Council Member Queen.

Minutes

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

Planning & Zoning Board

City Manager Kathy Williamson reads the minutes from the Planning & Zoning Board Meeting last month.

Board of Appeals

City Manager Kathy Williamson reads the minutes from the Board of Appeals Meeting last month.

Recreation Board

Council Member Queen states that the fall leagues have ended and the spring leagues have begun. Ms. Queen states that the Annual Beauty Pageants were held on Saturday, April 6, and were very successful. The proceeds from this event will benefit the city park. Ms. Queen reports that the 550 Development Association donated \$1,000 to the city park and the funds were used to plant trees at the park.

Budget & Finance

Mayor Pro-tem Hawthorne reports on the financial condition of the city after the first quarter of 1991: General Fund - Positive Balance, Sanitation Fund - Negative Balance, Water Fund - Positive Balance, Gas Fund - Positive Balance, Street & Bridge Fund - Negative Balance, Sewer Fund - Negative Balance, Overall Budget - Positive Balance. Mr. Hawthorne states that the city is in a sound financial position.

Cablevision

Michel Champagne, N.E. Cablevision Representative, states that he met with the Mayor and City Manager in February to discuss the reasons for the cable rate increases and he was asked to be present tonight to answer any questions. Mr. Champagne states that the increases are due to increased prices they are charged. Mayor Pro-tem Hawthorne thanks Mr. Champagne for attending the meeting. Mr. Champagne states that if any of the Council have any questions in the future, please give him a call.

Resolution for Traffic Signal at Highway 20 & Hillcrest Drive

City Manager Kathy Williamson reads the Resolution, which was drawn up as requested by the Mayor and Council last month, which shows the support of the city in the quest to obtain a traffic signal at Highway 20 and Hillcrest Drive. Refer to Resolution. Ms. Williamson states that a copy of this Resolution will be forwarded to Senator White and Representative Breedlove. Council Member Queen moves to adopt the Resolution as written. Second to the motion by Council Member Morris. Vote unanimous.

Utility Deposits

City Manager Kathy Williamson states that she has given the Council a copy of a report, which shows the different rates and deposits surrounding cities charge, for the Council's review. Mayor Pro-tem Hawthorne states that he asked the City Manager to put this topic on the agenda because he feels that the time period the city holds deposits can be reduced to 12 months instead of 36 months. Council Member Queen moves to begin refunding utility deposits after 12 months instead of 36 months, with the same criteria, 3 late payments, in effect. Second to the motion by Council Member Everett. Vote unanimous.

Annexation Request - Jewel Gooch - Highway 20

City Manager Kathy Williamson states that the Planning & Zoning Board has recommended approval of the Council to annex this property into the city with RS-100 zoning with the condition of a minimum of 1,600 square foot heated space homes. Mr. Gooch states that there will be 88 lots in the proposed subdivision and most of the lots will have 85 - 90 feet road frontage. Mr. Gooch states that the minimum size house will be 1,600 square feet but some homes will be 2,400 to 2,500 square feet. Mr. Gooch states that the entrance to the subdivision will be off Highway 20 to be easily accessible. Mr. Gooch states that there is one house on the property now and it will be removed. Council Member Morris asks how many lots there will be facing Highway 20. Mr. Gooch states that he does not think there will be any lots facing Highway 20. Council Member Queen states that Georgia D.O.T. will have to approve acceleration and deceleration lanes. Mr. Gooch states that he is aware of this. Mayor Pro-tem Hawthorne asks if anyone in the audience is opposed to the annexation. Ron West, resident of Pinedale Community, states that he is not opposed to the annexation itself, it is the zoning classification he has a problem with. Mr. West states that the property is currently zoned R100 in the county which has a minimum of 18,000 square foot lots. Mr. West states that the Pinedale Community is zoned RS-150 which has a minimum of 15,000 square foot lots. If the property in question is zoned RS-100, the minimum square foot lots will be reduced to 10,000 square feet and Mr. West feels that the density is too high and this is not in accordance with the surrounding property zonings and could be considered spot zoning. Ms. Queen states that she believes that the 18,000 square feet in R100 zoning is with septic tank and if the property has sewer availability, the minimum square foot lot would be 15,000. Mr. West states that if so, this is still 5,000 square foot more than the city's RS-100 minimum. Ms. Queen asks if the property can be annexed into the city with the condition that those lots contingent to the Pinedale

**MAYOR & COUNCIL MEETING
MONDAY, APRIL 8, 1991
MINUTES, CONT'D.
PAGE 3**

Community be zoned RS-150. Ms. Queen asks Mr. Gooch if he would be willing to do this. Mr. Gooch states no, because Pinedale is contingent to one entire side of his proposed development. Ms. Williamson states that the lots in Pinedale are larger because they had to be since sewer was not available to them at the time those homes were built. Council Member Morris moves to annex this property into the city with the zoning classification of RS-100 with the condition that all homes built in the proposed subdivision must be a minimum of 1,600 square feet heated space homes. Second to the motion by Council Member Everett. Vote unanimous.

Arbitrage Rebate Service Agreement

Director of Finance Sandy Richards states that Jerry Ford, of Trust Company Bank, has referred her to Dobbs, Ram & Company to determine the arbitrage rebate amount due from the city. Refer to Agreement. She states that the City Auditor and City Attorney have reviewed the agreement and approved it. Council Member Queen moves to accept the service agreement from Dobbs, Ram & Company. Second to the motion by Council Member Morris. Vote unanimous.

Resolution to Name the Director of Finance Trustee of Retirement Fund

City Manager Kathy Williamson states that this Resolution needs to be adopted to update the records with ICMA Retirement Corporation. Refer to Resolution. Council Member Morris moves to adopt the Resolution to name Sandra Richards trustee of the city's retirement plan. Second to the motion by Council Member Everett. Vote unanimous.

Pawn Shop Ordinance

City Manager Kathy Williamson states that the city currently has two pawn shops and this Ordinance needs to be adopted in order to regulate these pawn shops. Refer to Ordinance. Ms. Williamson states that this Ordinance would give the Gwinnett County Police Department the authority to enforce and regulate the pawn shops. Discussion held on what figures to put in the blanks of the Ordinance. Council Member Queen moves to adopt the Pawn Shop Ordinance with the blank on page one to be \$100.00, the blank on page two to be \$10.00, the blank on page four to be from 7:00 a.m. to 9:00 p.m., and the blanks on page five to be \$500.00 or 30 days. Second to the motion by Council Member Morris. Vote unanimous.

Replacement of Water Line on Dogwood Hills Drive

City Manager Kathy Williamson states that this is a request from the Utilities Supervisor and it is for the Council to review. Council Member Morris moves to table this matter until next month. Second to the motion by Council Member Queen. Vote unanimous.

Request for Supplies in the Inspections Department

City Manager Kathy Williamson states that the Inspections Department is in need of new files because of the amount of development going on within the city and a file is kept on each individual lot. The cost for these files is \$120.00. Refer to memo. Council Member Queen moves to authorize funds to purchase the files needed in the Inspections Department. Second to the motion by Council Member Everett. Vote unanimous.

Request for Supplies in the Utilities Department

City Manager Kathy Williamson states that the Utilities Department is in need of some supplies which total \$20,722.40. Refer to memo. Ms. Williamson states that these items were budgeted for this year. Council Member Morris moves to authorize the funds to purchase the supplies needed in the Utilities Department. Second to the motion by Council Member Davis. Vote unanimous.

Request to have Water Tanks Flushed

City Manager Kathy Williamson states that the funds were budgeted for this year to flush the water tanks and the cost will be \$1,100 per tank. Refer to proposal. Council Member Morris moves to authorize the funds to have the water tanks flushed. Second to the motion by Council Member Davis. Vote unanimous.

Suggestions for 1992 C.D.B.G. Funds

City Manager Kathy Williamson states that she needs suggestions within the next couple of weeks, to apply for a grant from the Gwinnett County C.D.B.G. Program. Ms. Williamson states that there are certain restrictions on these grants and she has outlined them in her memo. Refer to memo.

Request for Supplies in the Sewer Department & Utility Billing Dept.

Collections System Supervisor Donna Zinskie is requesting \$1,836.71 to purchase porcelain seals and deodorizing/degreasing chemicals for the Sewer Department and for the printing of utility bills in the Utility Billing Department. Council Member Morris moves to authorize the funds to purchase these items. Second to the motion by Council Member Everett. Vote unanimous.

Update on Golf Course Construction

Director of Golf Bob Boltz states that the irrigation installation is proceeding, and the time for grassing is coming up soon and they will be very busy to get the golf course ready to play in October.

Request for Equipment Purchases

Director of Golf Bob Boltz is requesting \$19,315 for equipment to be used at the golf course. Refer to request list. Mr. Boltz states that all these items were budgeted for this year. Council Member Queen moves to authorize the funds to purchase these items. Second to the motion by Council Member Morris. Vote unanimous.

Request to Increase Purchase Limit to \$3,000

Director of Golf Bob Boltz is requesting the Council increase the purchase limit for him to \$3,000 instead of \$100 due to the urgency of a lot of projects at the golf course at this time. Mr. Boltz states that he would not purchase anything that was not already budgeted for. Council Member Morris moves to increase the spending limit for Mr. Boltz to \$3,000, only with the approval of the Golf Course Liaison David Hawthorne. Second to the motion by Council Member Davis. Vote unanimous.

Request to Complete Maintenance Complex

Director of Golf Bob Boltz states that the maintenance complex needs to be completed and the funds for this project were budgeted for. He states that the main building will be completed within the next week. Mr. Boltz states that the fencing and the other two buildings need to be built and he is requesting the approval of the funds to begin this project. The cost to complete this project is approximately \$90,500. Council Member Queen moves to authorize the funds to complete the maintenance complex. Second to the motion by Council Member Morris. Vote unanimous.

Contract for Engineering Firm

Mayor Pro-tem Hawthorne states that he is recommending the Council accept this contract with Stonehenge in order to complete the engineering work at the golf course. Mr. Hawthorne states that the City Attorney has reviewed this contract. Council Member Morris moves to sign the contract with Stonehenge per Mr. Hawthorne's recommendation. Second to the motion by Council Member Everett. Vote unanimous.

Council Reports

Council Member Queen states that the city will hold its festival on May 18th this year and invites everyone to attend.

Citizens Comments

Senator Don White asks for support from more Sugar Hill residents and discusses some items he focused on during the legislature this year.

City Manager Kathy Williamson thanks Senator White for presenting the city's legislative annexations to the legislature and supporting the city.

Junior Nix is requesting the Council allow him to hold a Tent Revival off Old Atlanta Highway at the old concrete plant, which is currently zoned HM-1. Mr. Nix states that he discussed this matter with the city building inspector and he was told that the city did not have any regulations on this and suggested he attend the Council Meeting. Mr. Nix states that the tent would be 40'x 60' and would be vinyl and have roll up sides. The Revival would be held from 7:00 p.m. to 9:00 p.m. Mr. Nix states that the tent would be put up in about two weeks and would remain there for about 1-1½ weeks. Mr. Nix states that there will be a small PA system inside the tent and it would be charged from a generator. Council Member Queen states that about 5 years ago, a Tent Revival was held in this same location and the noise from the PA system carried all over her subdivision, which is not far from the proposed site. Ms. Queen states that she polled her neighborhood and none of her neighbors were favorable of the proposal. Ms. Queen states that she would not have a problem with a Tent Revival if it was not in the middle of a residential neighborhood. Council Member Queen moves to deny the request to allow a Tent Revival at this site due to the opposition of the surrounding neighborhood. Second to the motion by Council Member Morris. Vote unanimous.

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

Jonathan Wright states that Kevin Smith and himself presented a report to the Mayor and Council last month which compared the utility rates for surrounding cities to the City of Sugar Hill utility rates. Mr. Wright states that he would like to address some comments made at the last meeting. Mr. Wright states that he was instructed to talk to the city officials of each city and he has done that. Mr. Wright states that he also talked to individuals in each city and compared their utility bills and Sugar Hill utility rates were anywhere from 10% - 20% higher. Mayor Pro-tem Hawthorne states that if he would like to present the Council with those figures, the Council will take them under advisement. Mr. Wright asks about an infiltration report by Keck & Wood completed in 1975 and what is being done to improve infiltration problems in the city. Mr. Hawthorne states that there are crews working on those problems everyday and it is a continuous program. Mr. Hawthorne states that when there is heavy rainfall, the infiltration problem is worse. However, the city has spent a considerable amount of time and money raising the manholes all over the city to help decrease the amount of infiltration. Council Member Queen states that the city had a company go into the sewer lines with a camera to help find any major problems of infiltration. Mr. Hawthorne states that the city is aware of this problem, which every city has, and the city already has a program established to minimize this problem. Mr. Wright states that in the report, the amount of infiltration for a normal month was 170,000 gallons and during heavy rainfall, the amount of infiltration was as high as 1.6 million gallons. Council Member Morris asks Mr. Wright where he got his information because there is no way the city's sewer system could hold 1.6 million gallons of infiltration plus normal sewer capacity. Mr. Wright states that he obtained his information from a former city employee. Mr. Wright states that he is a concerned citizen and if he cannot be listened to at the Council Meeting he will go elsewhere.

Mr. Johnson of Hillcrest Woods H.O.A. states that he would like to have a 3-way stop installed at Craig Drive and Creek Lane. Mayor Pro-tem Hawthorne states that the Council will review this matter. Mr. Johnson also states that the city employees have been running the stop signs in his subdivision. City Manager Kathy Williamson states that she will take care of this matter.

Recess

Council Member Morris moves to recess into a closed personnel meeting. Second to the motion by Council Member Queen. Vote unanimous.

Council meeting recessed at 9:00 p.m.

Council meeting reconvened at 9:20 p.m.

Exterior Designing, Inc.

Mayor Pro-tem Hawthorne states that Willard Byrd wants direction from the Council on whether or not to send Exterior Designing, Inc. a letter to give them a deadline for completion. Council Member Morris moves to authorize Mr. Byrd to send Exterior Designing this letter with a completion deadline. Second to the motion by Council Member Everett. Vote unanimous.

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

Mayor Pro-tem Hawthorne states that Willard Byrd also recommends paying Exterior Designing, Inc. up to 95% of the contract expenses instead of 90%. Council Member Morris moves to authorize the funds to pay 5% more to Exterior Designing, Inc. Second to the motion by Council Member Everett. Vote unanimous.

Fencing at Golf Course

Director of Golf Bob Boltz is requesting funds to install a fence along Mr. Shelton's property because people are already getting onto the golf course and damaging it. Mr. Boltz states that the fence would cost approximately \$11,000 and only \$5,000 was budgeted for. The fence will be 6' tall with 3 strands of barbed wire. Council Member Morris moves to authorize the funds to install a fence 1,350 feet from the pond closest to Suwanee Dam Road to the sewer treatment plant site, along Mr. Shelton's property. Second to the motion by Council Member Everett. Vote unanimous.

No further business was conducted.

Adjournment

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

Meeting adjourned at 10:05 p.m.

Judy L. Foster

*We!
Care!*

CableVision

March 21. 1991

Kathy Williamson, City Manager
Sugar Hill City Hall
4988 W. Broad Street
Sugar Hill, Georgia 30518

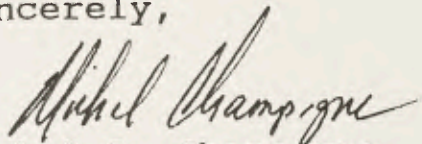
Dear Ms. Williamson:

I am writing to you regarding the rate increase notification letter that I sent to you several weeks ago. I regret that I made an error on the retail price sheet that was attached to the letter. I am attaching a corrected version to this notice.

This letter has not been sent to the customers of our cable service. They have been notified, via a bill message, that the rate for the Cablevision Tier service would be going up \$2.00 on May 1, 1991. This statement is still accurate. This rate is still the only rate that is changing. The customers will receive a copy of the letter in their May statements.

I apologize for any inconvenience that my error might cause for you. I would be happy to answer any questions you may have regarding this issue.

Sincerely,



Michel L. Champagne
General Manager

MLC/ib

Attachment

P.S. Cablevision will be launching SportSouth regional sports network on April 1, 1991.

3580F HIGHWAY 317
SUWANEE, GA 30174
(404) 932-0084

1050 FRAZIER STREET
ROSWELL, GA 30075

202 W. CROGAN STREET
LAWRENCEVILLE, GA 30245
(404) 339-7209

RETAIL PRICE SHEET

MONTHLY RATES

BUDGET BASIC SERVICE	\$ 9.65
CABLEVISION TIER	\$ 11.25
PREMIUM SERVICES (HBO, SHO, TMC, MAX)	\$ 10.15
THE DISNEY CHANNEL	\$ 7.15
REMOTE CONTROL RENTAL	\$ 2.35
ADDITIONAL OUTLETS	\$ 4.35
CABLEVIEW GUIDE	\$ 1.20

These prices exclude applicable taxes and franchise fees.

*We
Care!*

CableVision

City of Sugar Hill

April 5, 1991

Dear Sirs:

In February of 1991, Cablevision notified the city of Sugar Hill, and its residents, that the retail monthly rate for one portion of our service would be increasing. The retail rate for Cablevision Tier, the level of basic service that includes the satellite delivered services, is increasing \$ 2.00 to the new rate of \$ 11.25 per month, excluding applicable franchise fees and taxes.

The rate increase on the Cablevision Tier is in direct proportion to the programming cost increases and operational cost increases that we have incurred over the past twelve months. Cablevision pays a monthly fee to each of the programmers on our cable system. When these programmers increase their fees, Cablevision has to pass these costs on to our customers. Cablevision has experienced a 17% increase in the cost of programming during the past twelve months. Cablevision has little control over the fees charged by these programmers except to stop carrying the programming. It is our philosophy that we will not take away programming from our customers.

Cable television operators have been receiving considerable negative publicity concerning the rates charged to customers. Cablevision is proud to say that our rates per channel are among the lowest of any Atlanta metro cable operator. We offer forty five channels of basic and tier service plus five premium services.

Cablevision's operating costs also continue to increase as we strive to deliver the quality service that our customers demand. The completion of our fiber optic installation and electronic upgrade has proved a remarkable difference in the reliability of the cable system. The replacement of aging fleet vehicles is necessary to insure that our service and repair personnel are able to respond to our customers needs and desires.

3580F HIGHWAY 317
SUWANEE, GA 30174
(404) 932-0084

1050 FRAZIER STREET
ROSWELL, GA 30075

202 W. CROGAN STREET
LAWRENCEVILLE, GA 30245
(404) 339-7209

The product and service improvements Cablevision continues to make are consistent with our desire to give our customers the best service possible while offering the finest television entertainment and information.

Sincerely,

Michel L. Champagne
General Manager

RATE COMPARISONS

Service	Sugar Hill	Gwinnett County	Duluth	Dacula	Suwanee	Buford
Property Taxes Example: \$100,000 Home	6 Mills \$240.00	38.18 Mills \$1527.20	6 Mills \$240.00	6 Mills \$240.00	2.5 Mills \$100.00	17.5 Mills \$700.00
Sewer Example: 10,000 Gals. Consumed	\$2.50 Base + \$2.00/1,000 \$22.50	\$2.80/1,000 \$28.00	Gwin. County \$2.80/1,000 \$28.00	Septic Tanks	Gwin. County \$2.80/1,000 \$28.00	½ Water Bill \$5.50
Water Example: 10,000 Gals. Consumed	\$6.48 from 0-1,000 + \$2.75/1,000 thereafter \$31.23	\$6.25 Mtr. Fee +\$2.35/1,000 \$29.75	\$7.00 from 0-2,000 + \$3.30/1,000 thereafter \$33.40	\$8.25 from 0-2,000 + \$3.38/1,000 thereafter \$35.29	Wells \$4 - 0-3,000 + \$2 - 4-5,000 + \$4 - 6-10,000 + \$.53 thereafter \$10.00	\$5.00 from 0-4,000 + \$1.00/1,000 thereafter \$11.00
Gas Example: 50 cu. ft. Atlanta Gas Light & Buford City Gas measure by therm which is 3% higher than a cu. ft.	\$6.13 Base + \$.667/cf + 5% state tax \$41.45	Atlanta Gas Light \$6.13 Base + \$.651/therm + 5% state tax \$41.64	Atlanta Gas Light \$6.13 Base + \$.651/therm + 5% state tax \$41.64	Buford City Gas \$5.00 Base + \$.665/therm + 5% state tax \$41.21	Atlanta Gas Light \$6.13 Base + \$.651/therm + 5% state tax \$41.64	\$5.00 Base + \$.665/therm + 5% state tax \$41.21
Sanitation	\$7.35/month Backyard pickup	\$14.95/month Paid 3 months in advance	\$15.50/20 bags Curbside pickup	\$6.00/month	\$14.95/month Paid 3 months in advance	\$2.00/month Backyard pickup
Trash	Free weekly home pickup. Free trash truck.	Charged per pickup. \$25.00 Minimum	Charged per pickup.	Charged per pickup.	Charged per pickup.	Free weekly home pickup.
Deposits	\$100.00 Gas \$50.00 Water Refunded after 36 mos. with good credit hist. No interest	Water Only \$25.00 septic tank \$50.00 sewer Refunded after 18 mos. with good credit history. No interest	Water Only \$25.00 Nonrefundable	Water Only \$50.00 homeown. \$75.00 renter	Water Only \$10.00 homeown. \$25.00 renter Nonrefundable	\$10.00 Res. Renters: \$160.00 Gas \$160.00 Elec. \$50.00 Water
Electric	Ga. Power	Ga. Power Jackson Elec. Sawnee Elec.	Ga. Power	Ga. Power	Ga. Power	Buford Elec.

ORDINANCE FOR ANNEXATION

THE COUNCIL OF THE CITY OF SUGAR HILL, GEORGIA, HEREBY ORDAINS:

WHEREAS, Thomas S. Garner did, on March 8, 1991, 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 April 8, 1991; 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 §36-36-25; 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 interests 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 RS-100 (Medium Density Single-Family Residential District).

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(s) 306 & 322 of the 7th land district of Gwinnett County, Georgia, containing a total of 23.60 acres and being more particularly described as follows:

TRACT A: Beginning at the Land Lot Corner of Land Lots 321, 322, 306 and 307 and thence northwesterly along the Land Lot Line at a bearing of N 31° 00' 00" W a distance of 976.04 feet to an iron pin and thence N 51° 42' 16" E a distance of 638.00 feet to the center of Old Cumming Road and thence southeasterly along the center line of Old Cumming Road a distance of 1,105.21 feet to the Land Lot Line (L.L. 322 & L.L. 306) and thence S 59° 04' 14" W a distance of 955.18 feet to the point of beginning, said tract containing 18.979 acres.

TRACT C: Beginning at the Land Lot Corner of Land Lots 321, 322, 306 and 307 and thence southeasterly along the Land Lot Line at a bearing of S 30° 55' 46" E a distance of 100.00 feet to a point on the boundary of said Tract C and thence N 59° 04' 14" E a distance of 509.86 feet to a point and thence S 30° 55' 46" E a distance of 110.00 feet to an iron pin and thence S 09° 48' 34" E a distance of 456.57 feet to an iron pin on the northern right-of-way of Georgia Highway 20 and thence along said right-of-way at a bearing of N 89° 01' 36" W a distance of 405.37 feet to an iron pin and then N 30° 55' 46" W a distance of 211.25 feet to the first point on said Tract C, said tract containing 4.616 acres.

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 RS-100 (Medium Density Single-Family Residential District), with the condition that all homes built in the proposed subdivision be a minimum of 1,600 square feet heated space, 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, §36-36-28(a).

IT IS SO ORDAINED, this 8th day of October, 1990.

ATTEST:

Judy Foster
CITY CLERK

SEAL



MAYOR

Rob L. Goin
COUNCIL MEMBER

Bobbie Queen
COUNCIL MEMBER

Don H. Howe
~~XXXXXXXXXXXX~~ MAYOR PRO-TEM

Thomas C. Martin
COUNCIL MEMBER

Roger A. Smith
COUNCIL MEMBER

RESOLUTION

WHEREAS, Hillcrest Drive is a collector street crossing Georgia State Highway 20, located in the City of Sugar Hill, Georgia; and

WHEREAS, the amount of traffic on Georgia State Highway 20 has increased drastically with the amount of growth the City of Sugar Hill is experiencing; and

WHEREAS, residents of the City of Sugar Hill, Georgia, who live within the surrounding area of the intersection of Georgia State Highway 20 and Hillcrest Drive, have expressed their concern in this matter and have signed a petition requesting a traffic signal at this location; and

WHEREAS, the Mayor and Council of the City of Sugar Hill, Georgia are aware of the danger of traffic entering Georgia State Highway 20 from Hillcrest Drive and the need for the traffic signal.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Sugar Hill, Georgia, hereby requests that the State of Georgia place a traffic signal at this intersection to help insure the safety of the residents living in the Hillcrest Drive area.

BE IT HEREBY RESOLVED this 8th day of April, 1991.

SEAL



ATTEST:

Judy Foster
CITY CLERK

MAYOR

Thomas C. Martin Jr
COUNCIL MEMBER

Bobbie Queen
COUNCIL MEMBER

Daniel L. Hewitt
~~COUNCIL MEMBER~~ MAYOR PRO-TEM

Roger [Signature]
COUNCIL MEMBER

Robert L. [Signature]
COUNCIL MEMBER



\$ 50.00 charge

3-18 91 4:30

APPLICATION FOR ANNEXATION

DATE OF APPLICATION March 08, 1991

THIS ANNEXATION PETITION IS MADE PURSUANT TO THE PROVISIONS 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 FOLLOWING DESCRIBED LANDS ANNEXED INTO THE CORPORATE LIMITS OF THE CITY:

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT(S) 306 & 322 OF THE 7TH DISTRICT, GWINNETT COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SEE ATTACHED LEGAL DESCRIPTION OF Tract A and Tract C.
Tract B containing 3.246 acres lies between Tract A and
Tract C and is currently in the City of Sugar Hill. The
entire parcel contains 26.841 acres.

Plat too large. if you need to see ~~it~~ it come to City Hall.
Plat will be at meeting.

MAP REFERENCE # 7-322 Parcel 1

(NOTE: ATTACH A PLAT OR DRAWING ILLUSTRATING THE LAND AREA TO BE ANNEXED AND ITS RELATIONSHIP TO THE EXISTING CITY LIMITS. INCLUDE LOT NUMBER, BLOCK NUMBER, SUBDIVISION NAME, AND PLAT BOOK REFERENCE IF AVAILABLE, AND THE EXISTING ZONING CLASSIFICATION OF ADJACENT PROPERTIES WITHIN THE CITY.)

Who do we need to contact about payment?

Jewell Gooch

PAID

MAR 11 1991

CITY OF SUGAR HILL

CK
1608

IT IS REQUESTED THAT A ZONING CLASSIFICATION OF Medium Density SFR
(RS-100) BE ASSIGNED TO THE PROPERTY UPON ANNEXATION. THE PROPERTY
IS CURRENTLY ZONED Single Family Residence (R-100) IN THE
COUNTY.

THE PROPERTY OWNER(S) INTEND TO DEVELOP AND/OR USE THE PROPERTY AS
FOLLOWS:

Develop a single family residential subdivision in conformance
to the RS-100 requirements. Preliminary plans will be submitted
two weeks after zoning approval. Construction will begin upon approval.

(INCLUDE A TIMETABLE FOR DEVELOPMENT IF AVAILABLE.)

LANDOWNER
NAME Mr. Thomas S. Garner
ADDRESS 973 Old Cumming Rd.
Sugar Hill, Ga. 30518
SIGNATURE *Thomas S. Garner*
PHONE NUMBER - HOME 404- 945-9329 WORK _____

ELECTOR
NAME Mr. Thomas S. Garner
ADDRESS 973 Old Cumming Rd.
Sugar Hill, Ga. 30518
SIGNATURE *Thomas S. Garner*
PHONE NUMBER - HOME 404 - 945-9329 WORK _____

(ADD ADDITIONAL SIGNATURE BLOCKS AS NECESSARY.)

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



M E M O R A N D U M

TO: MAYOR & COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: APRIL 8, 1991
RE: ARBITRAGE REBATE SERVICE AGREEMENT

Attached is the proposed Arbitrage Rebate Service Agreement between Dobbs, Ram & Co. and the City of Sugar Hill and the corresponding legal opinion from our attorney Thompson & Sweeny, P.C.

As you are aware, our 1989 Combined Public Utility Revenue Bonds are earning interest which is subject to Arbitrage. Upon recommendation of Mr. Jerry Ford of Trust Company, we have asked Dobbs, Ram & Co. to provide an Arbitrage Rebate Service Agreement to the City.

I recommend we obtain Dobbs, Ram & Co. services to determine the rebate amounts due to the government.

THOMPSON & SWEENEY, P.C.
Law Offices

V. LEE THOMPSON, JR.
VICTORIA SWEENEY
BROCK E. PERRY
GLENN P. STEPHENS
KATHRYN McCART SCHRADER

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

March 5, 1991

Ms. Sandy Richards
Director of Finance
City of Sugar Hill
4988 West Broad Street
Sugar Hill, Georgia 30518

Re: Proposed Arbitrage Rebate Agreement between Dobbs, Ram &
Co. and the City of Sugar Hill

Dear Ms. Richards:

In November of 1990 you transmitted to our office a proposal from Dobbs, Ram & Co. to provide an Arbitrage Rebate Service Agreement to the City of Sugar Hill based upon the City's 1989 combined public utility revenue bonds. In your transmittal to this office it was requested that we review this agreement on behalf of the City of Sugar Hill.

Our review was completed on November 23, 1990; however, we, through oversight, simply failed to transmit a letter to you regarding the conclusions reached during our review of the Agreement.

This letter shall serve as our opinion as to the arbitrage rebate service agreement between Dobbs, Ram & Co. and the City of Sugar Hill.

At your request we have reviewed the entire arbitrage rebate service agreement proposed by Dobbs, Ram along with the pertinent Internal Revenue Code sections as to arbitrage rebate provisions. In light of the Internal Revenue Code provisions, we believe it would probably serve the best interest of the City of Sugar Hill to enter into such an agreement with Dobbs, Ram & Co. assuming that the City can provide all of the information that the "issuer" is required to provide under this agreement. The agreement itself does not subject the City of Sugar Hill to any unreasonable

Ms. Sandy Richards
March 5, 1991
Page two

requirement and sufficiently delineates each party's obligations pursuant to this agreement. We can find no reason why the City of Sugar Hill, from a legal standpoint, could not enter into such an agreement.

If you have any questions or comments related to our review of this agreement, please do not hesitate to contact me.

Sincerely,

THOMPSON & SWEENEY, P.C.



Glenn P. Stephens

GPS:brc

cc: V. Lee Thompson, Jr.

ARBITRAGE REBATE SERVICE AGREEMENT

\$7,425,199.85

**City of Sugar Hill (Georgia)
Combined Public Utility Revenue Bonds, Series 1989**

BETWEEN

City of Sugar Hill

and

DOBBS, RAM & Co.

Dated March 20, 1991

A. STATEMENT OF FACTS

The Tax Reform Act of 1984 and the Tax Reform Act of 1986 dramatically changed the ability of borrowers to earn "arbitrage profits" in connection with tax-exempt industrial development bonds (IDB's) or private activity bonds and public activity bonds. With certain exceptions, essentially all "arbitrage profits" earned in connection with tax-exempt bond issues must be computed and periodically rebated to the United States Treasury.

Based upon the conversations between the City of Sugar Hill (Georgia), the issuer, (ISSUER) and DOBBS, RAM & Co. (DRC), the ISSUER has expressed a desire to comply with IRS requirements that:

- o Determinations of the rebate amount shall be made at least every year and upon retirement of the last obligation of the issue, and
- o Any rebate payment due, IRS form and supporting statements must be sent no later than 30 days following the 5th anniversary date of the issue of the bonds and every five years thereafter, and
- o Records of the rebate computations and findings be retained for not less than six years after the final rebate date for each issue.

And since DRC is prepared to perform the arbitrage rebate calculation on behalf of the ISSUER for the above referenced bond issue (the "Bonds"), it is agreed by and between the ISSUER and DRC that DRC will perform the calculations as agreed below.

B. SCOPE OF SERVICES

DRC has designed a management system which will allow the issuers of tax-exempt bonds subject to Arbitrage Rebate Provisions to comply with the requirements of Section 148(f) and Section 103 (a) of the Internal Revenue Service Code. DRC has developed

ARBITRAGE REBATE SERVICE AGREEMENT

Page two

proprietary software which will perform the necessary mathematical calculations to determine Arbitrage Rebates, as defined in Temporary Treasury Regulations Sections 1.148-0T through 1.148-9T, 1.149(d)-1T, and 1.150-1T. This management system coupled with our proprietary software comprises the core of ARBI-COMP[™], our Arbitrage Rebate Service.

Specifically, DRC will perform the following services on behalf of the ISSUER. DRC will:

- o Advise the ISSUER of the information needed to perform arbitrage rebate calculations. We will collect that data and establish a satisfactory audit trail for records maintenance.
- o Conduct the required mathematical calculations to determine any arbitrage rebate due as defined in Temporary Treasury Regulations Sections 1.148-0T through 1.148-9T, 1.149(d)-1T and 1.150-1T. These calculations will be performed either on an annual basis or at the end of fifth bond year.
- o Advise the ISSUER of any arbitrage rebate payment, if any to be deposited to a Rebate Fund for each issue included under this agreement.
- o Facilitate compliance with the IRS requirements that the rebate payment, IRS form and supporting statements must be sent no later than 30 days following the 5th anniversary date of the issue of the bonds and every five years thereafter. DRC will provide Internal Revenue Service Form 8038 (or applicable form) and a statement summarizing the determination of the amount required to be paid to the Internal Revenue Service at such time as required by law.
- o Maintain records of the rebate computations and findings
- o Advise the ISSUER of revisions to the Arbitrage regulations by IRS.

C. RESPONSIBILITIES OF DRC

- o DRC agrees to perform all services listed above in a timely and professional manner.

ARBITRAGE REBATE SERVICE AGREEMENT

Page three

- o DRC agrees to maintain all documents and correspondence of the ISSUER as confidential information and will not release any information without instructions from the ISSUER.

D. RESPONSIBILITIES OF THE ISSUER

- o The ISSUER will provide DRC with all data, documents, information and facts necessary to compute arbitrage rebates as required by the Internal Revenue Service and the United States Treasury in a timely manner.
- o The ISSUER will cooperate to ensure that reports are provided on a monthly basis and in a timely manner to facilitate periodic data entry by DRC.

E. TERMINATION

This agreement may be terminated by either party by written notice of not less than 60 days. A pro-rata calculation of fees paid and/or due to that date as determined by DRC will be made and any balances must be paid at the time of termination.

This agreement may be terminated by DRC at any time for nonpayment of fees by the ISSUER. The ISSUER agrees that a termination of this agreement for non-payment of fees will not relieve the ISSUER of paying any outstanding fees or expenses of collection.

F. CHANGES IN LAW

The agreements contained herein are intended to assure compliance with Section 148 (f) of the Tax Reform Act 1986, Section 103 (a)(6) of the Internal Revenue Code of 1954, as amended, and with Temporary Treasury Regulations Sections 1.148-0T through 1.1489T, 1.149(d)-1T and 1.150-1T. In the event that the Code is amended, Temporary Treasury Regulations are hereafter modified, or if the Final Treasury Regulations are promulgated and substituted for Temporary Treasury Regulations, and the amendments, modifications or Final Treasury Regulations modify or delete any element of the agreements contained herein, the ISSUER or DRC as the case may be, shall be relieved of its obligations to comply with such agreements.

ARBITRAGE REBATE SERVICE AGREEMENT

Page four

Modifications or Final Treasury Regulations may impose additional requirements which are applicable to the tax-exempt status of the bonds. The ISSUER or DRC as the case may be, hereby agrees to comply with the provisions of the Internal Revenue Code and the Temporary Treasury Regulations. The parties hereto agree to cooperate with each other in carrying out their obligations with respect to such amendments, modifications or Final Treasury Regulations.

G. LIABILITY

The ISSUER acknowledges and agrees that, unless otherwise expressly set forth, the scope of services to be rendered by DRC under this agreement shall be limited to the preparation of accurate mathematical computations of arbitrage rebates in conformity with currently applicable tax law and regulations, as interpreted by nationally recognized bond counsel retained for this purpose by DRC. The ISSUER further acknowledges and agrees that DRC, in preparing such computations, will utilize its proprietary software, but rely solely upon information and data furnished by the ISSUER, and that DOBBS, RAM & Co. shall not be liable for the accuracy or sufficiency of such information and data, nor the interpretation of applicable tax law and regulations or any amendments or supplements thereto.

H. PAYMENT OF FEES

The ISSUER agrees to pay DRC, as described in "SECTION I.", fees for services rendered by DRC in computing the arbitrage rebates for the above referenced bond issue. The fee schedule may be renegotiated based upon changes in the U.S. Tax Code and applicable regulations affecting rebates.

The acceptance fee is a one time fee payable in advance. All other fees are annual fees and are due upon receipt of the annual computation and reporting of the arbitrage rebate amount. The annual administration fee will be charged for annual computations during the life of the various funds related to an issue. The annual maintenance fee will be charged for annual computations after the various interest earning funds have been closed out. Payments to DRC by the ISSUER will be made upon receipt of an invoice and within a reasonable time period.

ARBITRAGE REBATE SERVICE AGREEMENT

Page five

I. ARBITRAGE REBATE SERVICE FEE

ARBI-COMPtm FEE SCHEDULE

<u>TYPE OF FEE</u>	<u>AMOUNT</u>
ACCEPTANCE	\$ 500.00
ADMINISTRATION	\$2,000.00
MAINTENANCE	\$1,000.00

1. The ACCEPTANCE FEE is a one-time fee payable at the time of execution of this agreement.
2. The ADMINISTRATION FEE will be charged for the annual rebate computations during the life of the Project Fund.
3. The MAINTENANCE FEE is an annual charge on Debt Service Reserve Fund (if applicable), Debt Service Fund (if applicable), and Rebate Fund (if applicable) after the Project Fund is fully depleted.

ARBITRAGE REBATE SERVICE AGREEMENT

Page six

J. SOURCE DOCUMENTATION

DRC has an existing Arbitrage Rebate Division. We have a work plan, and an approach to each of our arbitrage rebate calculations. The firm requests from each issuer the following information which should be provided to facilitate the completion and accuracy of arbitrage rebate calculations for each bond issue:

BONDS:

- o Official Statement
- o Bond Resolution or Trust Indenture
- o The Non-Arbitrage Certificate
- o Documents from the underwriter which details the prices at which a substantial portion of the bonds are sold to the public.
- o Bond Counsel opinion as to whether there were any allowable costs (i.e., Letter of Credit Fee, Credit Enhancement Fee, or Paid Insurance Premium)
- o Stated Letter of Credit Amount, Terms of Letter of Credit (expiration date), Initial Letter of Credit paid at closing, Periodic Letter of Credit payments and the dates paid, Annual Letter of Credit Amount
- o Form 8038-G or Form 8038

EXPENDITURE SCHEDULE: (Construction Fund)

The following requirements apply only to bond issues issued after December 20, 1989. The eligibles are the Issuers of governmental bonds, qualified 501(c)(3) bonds, and private-activity bonds for facilities owned by governmental units and at least 75 % of the net proceeds of the issue are to be used for construction.

ARBITRAGE REBATE SERVICE AGREEMENT

Page seven

- o Projected Spend-down Schedule on the Construction Fund
- o Actual Spend-down Schedule on a monthly basis
- o To avoid rebate or a penalty, the two year spend-down requirements set forth below must be satisfied:

<u>Time Period</u>	<u>Cumulative Expenditure Requirement</u>
6 months	10 % or more
12 months	45 % or more
18 months	75 % or more
24 months	100 % (taking into account reasonable retainages not exceeding 5 %)
36 months	the 5 % retainage must be fully spent

- o The above percentages represent the amount of the net proceeds of an issue that must be expended for the governmental purposes for which the bonds have been issued within the specified period beginning on the date the bonds are issued. "Net proceeds" includes investment proceeds earned before the close of the relevant period, including earnings on a reasonable required reserve fund during the two-year period, unless the issuer elects to treat all earnings on such reserve fund as subject to arbitrage rebate.

INVESTMENT:

- o Copies of the monthly trust statements which detail the investment activity of the various accounts related to the issue (i.e., project or construction fund, debt service fund, rebate fund, renewal and extension fund and etc.)
- o Our preference is to receive these statements monthly so that we can perform periodic data entry and resolve problems in data quality as soon as they are identified.


ARBITRATE REBATE SERVICE AGREEMENT

Page eight

K. ACCEPTANCE

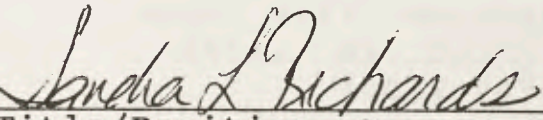
Please execute this agreement and return it with your signature and check covering the acceptance fee.

Accepted for DOBBS, RAM & Co.:

By: 
Maeval A. Pham
Assistant Vice President (ARBI-COMP™)

Dated: 3-20-91

Accepted for the City of Sugar Hill:

By: 
Title/Position Director of Finance

Dated: 4-10-91

DOBBS, RAM & Co.
FINANCIAL/COMPUTER SERVICES
615 PEACHTREE STREET, N.E.
SUITE 920
ATLANTA, GEORGIA 30308
404-897-1033

INVOICE NO: 325
CUSTOMER ID: CIT040
JOB NO: ARS 5
DATE: MARCH 20, 1991

BILL TO: CITY OF SUGAR HILL
4988 West Broad Street
Sugar Hill, Georgia 30518
Attn: Ms. Sandy Richard
(404) 945-6716

Re: \$7,425,199.85
Combined Public Utility Revenue Bonds
Series 1989

TERMS: DUE UPON PRESENTATION

For Acceptance Fee \$500.00

TOTAL AMOUNT DUE: \$500.00

***** T H A N K Y O U *****

**
** IT HAS BEEN OUR PLEASURE TO SERVE YOU. **
**

***** T H A N K Y O U *****



Gwinnett Utilities, Inc.

WATER AND SEWER SUPPLIES

P.O. Box 432
Snellville, Georgia 30278
(404) 972-6901
FAX (404) 972-7362

2020 Baker Road
Kennesaw, Georgia 30144
(404) 429-0502
FAX (404) 429-0225

QUOTATION

CUSTOMER:

PROJECT LOCATION:

Sugar Hill
4988 W. BROAD ST

Prices Quoted F.O.B.: City of Sugar Hill, GA. Quote Expiration Date: 5-1-91

Date: 4-5-91 Terms: NET 30 Salesman: JACK L. BENSON

Quantity	Description	Unit Price	Amount
2000'	8" C-900 PUL WATER PIPE	3.86'	7720. ⁰⁰
4	4 1/2" VO 4'-0" Bury M&H HYDRANT	545. ⁰⁰	2180. ⁰⁰
4	8" X 6" MJ HYDRANT TEE	90. ⁰⁰	360. ⁰⁰
4	6" MJ GATE VALVE	180. ⁰⁰	720. ⁰⁰
4	24" X 36" CI VALVE BOXES	20. ⁰⁰	80. ⁰⁰
1	8" MJ SOLID CAP	21. ⁰⁰	21. ⁰⁰
	Total		11,081. ⁰⁰

Thank You,
Jack L. Benson

A RESOLUTION TO ESTABLISH A TRUSTEE FOR THE
ICMA RETIREMENT PLAN FOR THE CITY OF SUGAR HILL, GEORGIA

WHEREAS, the City of Sugar Hill, Georgia has employees rendering valuable services to the City; and

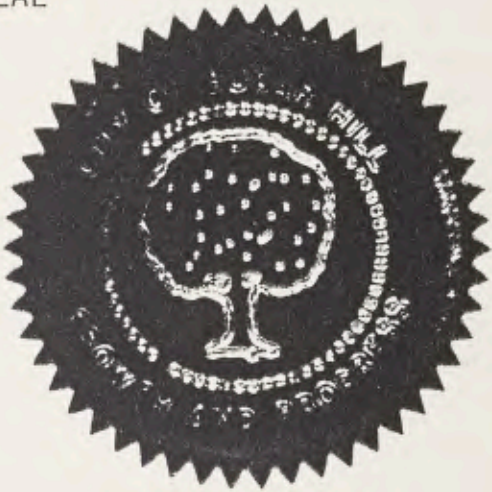
WHEREAS, the City of Sugar Hill has established a retirement plan for its employees which provides funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the City of Sugar Hill has established that this retirement plan be administered by the ICMA Retirement Corporation.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Sugar Hill hereby names the Director of Finance, Sandra Richards, to be the Trustee for this retirement plan and that she be authorized to execute necessary documents to continue this retirement plan pursuant to the specific provisions of the Adoption Agreement.

BE IT HEREBY RESOLVED this 8th day of April, 1991.

SEAL



ATTEST:

Judy Foster
CITY CLERK

MAYOR

Robert D. Jones
COUNCIL MEMBER

Bobbie Queen
COUNCIL MEMBER

David L. Hall
~~XXXXXXXXXXXX~~ MAYOR PRO-TEM

Thomas C. Manna
COUNCIL MEMBER

Roger E. Smith
COUNCIL MEMBER

ORDINANCE

The Council of the City of Sugar Hill, Georgia hereby ordains:

SECTION I - Definitions.

- (a) Pawn or Pledge - A bailment of personal property as security or any debt or engagement, redeemable upon certain terms and with the power of sale on default.
- (b) Pawnshop - Any business wherein a substantial part thereof is to take or receive, by way of pledge, pawn, or exchange, any goods, wares, merchandise, or any kind of personal property whatever, as security for the repayment of money lent thereon.
- (c) Employee - (1) Any owner or pawnbroker who, in the performance of his duties or the management of the business affairs of a pawnshop, comes into contact with the members of the public; or (2) any person working for an owner or pawnbroker; or (3) any person who is employed on a part-time or full-time basis, either with or without remuneration, by a pawnshop.
- (d) Pawnbroker - Any person, whether an owner or not, who works in a pawnshop on a regular basis and in a managerial capacity whereby he has charge of the business or daily operations of the pawnshop, and whose business or occupation it is to take or receive, by way of pledge, pawn, or exchange, any goods, wares, or merchandise, or any kind of personal property whatever, as security for the repayment of money lent thereon.
- (e) Person - Any individual, partnership, corporation, joint venture, trust, association, or any other legal entity however organized.

SECTION II - Annual Permit Required.

All persons, before beginning or continuing the business of operating a pawnshop or similar place where money is advanced on goods or other effects, or merchandise of any kind is taken in pawn, shall first file an application with the City of Sugar Hill for an annual permit to conduct such business. Cost of the initial permit shall be \$ 100.00 to cover administrative and investigative expenses, with this cost non-refundable in the event an applicant, for any reason, is not issued a license.

SECTION III - Application for Permit.

The application for the annual permit required by Section II shall state the street number and address at which the business is proposed to be operated. The application shall contain the full name, address, phone number, date of birth, photograph and social security number of all persons, including pawnbrokers and employees, having any interest in the proposed business, plus any additional information, including fingerprints, deemed necessary by the City Manager and the Gwinnett County Police Department. It will be the responsibility of the owner or pawnbroker to provide an annual updated permit application on all employees in order to obtain a renewal permit. The cost of the renewal permit shall be \$ 10.00 to cover any new administrative or investigative expenses. Renewal applications shall be filed on or before January 10th of each year.

SECTION IV - Permit Prerequisites to Issuance of Business License.

No business license shall be issued to any person until the annual permit required by Section II of this Ordinance shall have been approved by the Gwinnett County Police Department and issued by the City Manager.

SECTION V - Regulation as to Employees.

No person shall be employed by a pawnshop in any capacity until such person has been finger printed by the Gwinnett County Police Department and has been issued an annual personal identification card authorizing such person to be a pawnshop employee. It shall be the duty of the pawnbroker to insure compliance with the provisions of this Section.

SECTION VI - Restrictions for Pawnbrokers and Employees a to Character.

No owner, employee, pawnbroker, or any other person connected with the business for which a license or permit is sought shall have been convicted of a crime involving moral turpitude, nor shall he have been convicted of a crime involving theft or a crime against property.

SECTION VII - Records and Information to be Maintained; Inspection by Police.

All pawnbrokers shall maintain records into which an accurate description of all property pledged, traded, or sold to them shall be entered. Such description shall include to the extent possible the name of the maker of the article, any identifying mark or number, including the serial number, and a statement of the kind of material of which it is made. In such records there shall be entered also the full name and address of the person by whom same was deposited or sold, and the day and time when the same was done. These entries shall be made as soon after the transaction as is possible, in no event more than one hour thereafter. The pawnbroker shall photograph the person pawning the merchandise, with the photograph showing the pawnbroker's ticket and/or transaction number. The pawnbroker shall obtain the right index fingerprint, provided it has not been amputated; if so, the next adjoining finger shall be acceptable. The pawnbroker shall also obtain the signature of the person pawning the merchandise.

SECTION VIII - Daily Report to Police; Fingerprints; Photograph; Driver's License Number; Social Security Number to Secure; Exception; Offense; Penalty.

- (a) **Contents of Daily Report** - Every pawnbroker shall make a daily report in writing to the Gwinnett County Police Department, in such form as may be prescribed by the Chief of Police or his designate, of all property pledged, traded, or bought by him during the twenty-four hours ending at 9:00 p.m. on the date of the report. Such reports shall be typewritten. In addition to any other information required by the Chief of Police, the reports shall show: the name and address of the pawnbroker; date and time of transaction; serial number of pawn tickets; amount paid or advanced; full description of articles, including kind, style, material, color, design, as well as the number of stones in jewelry and whether the jewelry is commonly worn by a male or a female, and all identifying names, marks, and numbers; and a description of the person selling or pawning, including name, address, date of birth, driver's license number, social security number, race, weight, and height. Insufficient reports shall be rejected, and any pawnbroker making them shall be deemed guilty of being in violation of this Section of this Ordinance.
- (b) **Fingerprints, etc., required.** In addition to the other records and information as called for above, the pawnbroker shall obtain, from each person pawning any article or articles, the fingerprint of the right hand index finger, unless such finger is missing, in which event the print of the

next finger is existence on the right hand of the person pawning the article or articles shall be obtained for a notation as to the exact finger printed. All prints shall be made on forms furnished by the Gwinnett County Police Department, and the pawnbroker shall obtain all other information called for on the form furnished. Fingerprints and the information required herein shall be obtained from all persons each time such persons pawn any article with a pawnbroker regardless of whether or not that person may have previously pawned an article with such pawnbroker and had been finger printed.

- (c) Photograph required. In addition to the other records and information as called for, the pawnbroker shall photograph each person pawning any article or articles with the photograph showing the pawnbroker's ticket and/or transaction number. This photograph shall be reduced to a negative form and maintained by the pawnbroker as a permanent record for a period of four (4) years.

SECTION IX - False Entries or Statements

It shall be a violation of this Ordinance for any person engaged in the business of a pawnbroker, or his clerk, agent, or employee, or any person hearing or wishing to leave, any articles for pawn or pledge, to make any false entry or cause any false entry to be made on any records required by this Ordinance.

SECTION X - Hours of Operation.

The hours during which pawnbrokers may conduct business shall be from no earlier than 7:00 a.m. to no later than 9:00 p.m., Monday through Saturday.

SECTION XI - Articles Not to be Disposed of for Thirty Days After Acquisition.

Any pawnbroker or person operating under a pawnbroker's license who takes goods on pawn or buys goods, taking full title thereto, the word "goods" being here used in the broadest sense and including all kinds of personal property, shall hold such goods taken in pawn or purchased for at least thirty (30) days before disposing of same by sale, transfer, shipment, or otherwise.

SECTION XII - Dealing with Minors.

It shall be unlawful for any pawnbroker, his agent or employees, to receive in pawn, from minors, goods of any character

or description. A minor, for the purpose of this Ordinance, is an individual seventeen (17) years of age or under.

SECTION XIII - Penalties and Suspension or Revocation of License.

Any person who violates any provision of this Ordinance may, upon conviction, be punished by a fine not to exceed \$ 500.00 and imprisonment in the City jail for a period not to exceed 30 days or by both such fine and imprisonment. Further, any person failing to comply with any provisions of this Ordinance or other such laws, ordinances, and regulations as may be passed by the Council for the conduct of the business of a pawnbroker, shall have his business license revoked. Such revocation shall result from conviction in any court for a violation of any provision of this Ordinance or any other court for a violation of any provision of this Ordinance or any other Ordinance or regulation covering the conduct of the business for which a permit and license shall have been issued.

SECTION XIV - Responsibility for Enforcement.

The Gwinnett County Police Department shall have the responsibility for the enforcement of this Ordinance.

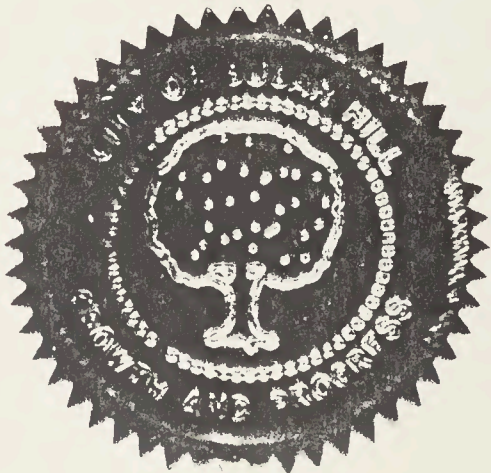
SECTION XV - Responsibility of Present Operators

All persons presently operating a pawnshop shall have 90 days from the date of adoption to comply with this ordinance.

SECTION XVI - Severability.

In the event that any portion of this Ordinance shall be declared in violation of any superior law or the Constitution of the United States, or of the Constitution of the State of Georgia, this Ordinance shall remain in full force and effect as if it had been written with said unlawful provision or part thereof omitted therefrom.

IT IS SO ORDAINED, this 21st day of April, 1991.



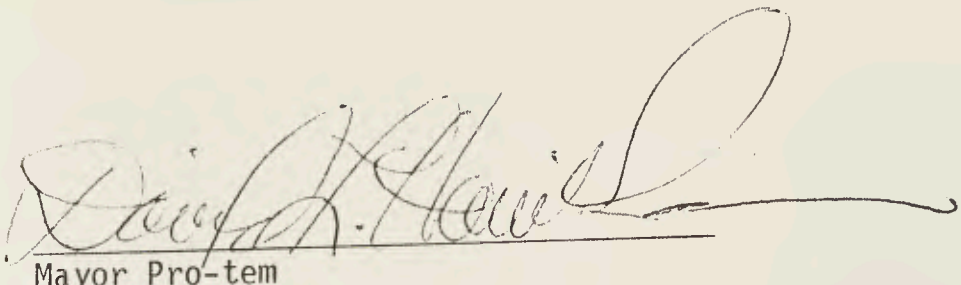
Mayor

Robbie Luce

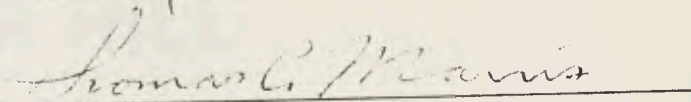
Council Member

Robert A. Davis

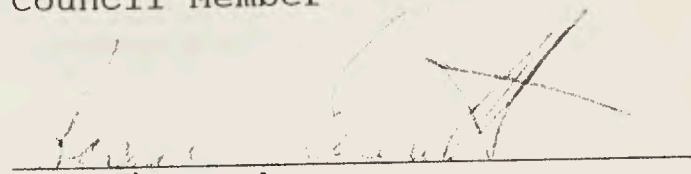
Council Member



Mayor Pro-tem



Council Member



Council Member

ATTEST:



City Clerk

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: Mayor and Council
FROM: Inspections Department
RE: Supplies Request
DATE: April 3, 1991

The Inspections Department requests that a quantity of 200 file folders be ordered for this department. The cost would be \$120.00 for this quantity. The reason we have requested so many is because of all the new developments and each lot has its own file folder. Please approve the Inspections Department request.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

38 WEST BROAD ST. SUGAR HILL, GEORGIA 30518

(404) 945-6716



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: UTILITIES SUPERVISOR
DATE: APRIL 8, 1991
RE: REQUEST FOR SUPPLIES

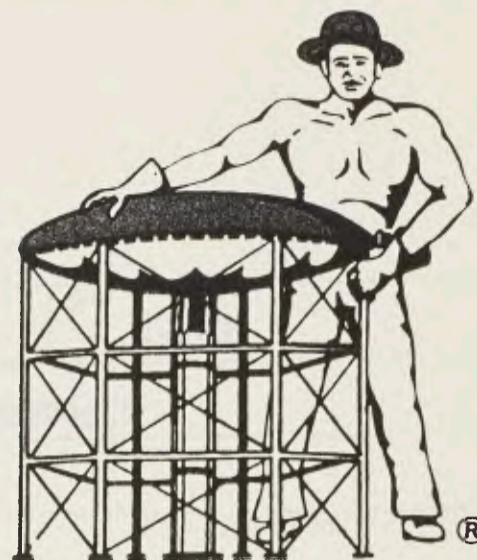
The following supplies are needed in the Utilities Department:

50 lb. Welding Rods.....	\$150.00
6" Hydrant Extension.....	\$100.00
2-18" Hydrant Extensions.....	\$135.00
1000' Water Line.....	\$270.00
Fusion Machine and Accessories.....	\$2,737.00
10,440' Gas Line - 4".....	\$17,330.40
TOTAL.....	\$20,722.40

The lowest bid for the hydrant extensions and tubing came from Gwinnett Utilities and the lowest bid for the other items came from Utilities Supply, Inc.

UTILITY SERVICE co. inc

p.o. box 1354
perry, georgia 31069
phone (912) 987-0303
fax (912) 987-2991



January 30, 1991

Kathy Williamson
City of Sugar Hill
4988 W. Broad Street
Sugar Hill, Georgia 30518

RE: Water Storage Tanks
Washout/Disinfection/Inspection

Dear Kathy:

I regret that my last two trips through Sugar Hill caught you in both budget and rezoning meetings, and I was unable to sit down and talk with you. If you recall, this past summer we discussed setting up a washout/disinfection inspection on your two (2) tanks after water demands were down. I have enclosed a proposal to cover the work. Besides removing all foreign sediment, the tanks will be disinfected according to E.P.D. regulations and keep you in compliance with their new procedures.

To complete this work, I will need each tank totally drained for one (1) day. Since both tanks cannot be empty at the same time, I anticipate we would complete one tank a week for two consecutive weeks if this were satisfactory with Mr. Hutchins. I will personally handle the reports, photographs, and follow-up meeting to the City.

The replacement value of these two tanks is now over \$380,000.00, and knowing their condition is just good business. Since the tanks were only renovated a few years ago, I would not expect to find major problems. Unfortunately, you never know until they are thoroughly examined.

If you have any questions pertaining to this or your tanks, please do not hesitate to call. I look forward to seeing you on my next trip to Sugar Hill, and will call in advance to set up a meeting.

Respectfully yours,

R. Jeff Shelton
Vice-President

RJS/ra

Enclosure

Proposal

UTILITY SERVICE

P.O. Box 1354
PERRY, GEORGIA 31069
(912) 987-0303

PROPOSAL SUBMITTED TO City of Sugar Hill		PHONE 404/945-6716	DATE 1-7-91
STREET 4988 W. Broad Street		JOB NAME Tank Inspections/Washouts	
CITY, STATE AND ZIP CODE Sugar Hill, GA 30518		JOB LOCATION Sugar Hill, GA	
ARCHITECT Shelton	DATE OF PLANS 1-7-91	JOB PHONE	

We hereby submit specifications and estimates for:

Utility Service agrees to provide all labor and materials needed to complete the following work. Prior to the start of work, current Certificates of Insurance will be forwarded.

1. A date will be coordinated by both parties to drain each tank. Only one tank will be drained at a time.
2. The interior of the tank will be cleaned using a pressure-washer to remove all mud, silt, and foreign sediment.
3. Each tank will be inspected on both interior and exterior surfaces to determine the exact condition.
4. Photographs documenting all findings shall be taken and submitted for your records.
5. The float system shall be examined, and all necessary repairs to assure proper working order will be completed.
6. After all inspection work is completed, the tanks will be disinfected according to Georgia E.P.D. rules and regulations.
7. The tanks will be sealed and made ready for service.
8. A written report will be submitted detailing the condition of each tank. A representative of Utility Service Co., Inc. will schedule a date with City Officials to go over the reports and findings.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

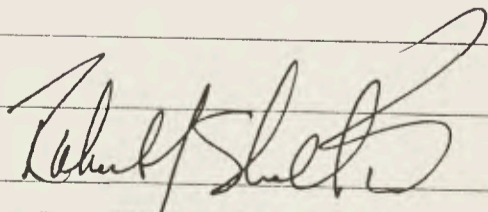
One Thousand One Hundred and 00/100----- (PER TANK INSPECTED) dollars (\$ 1,100.00 (PER TANK))

Payment to be made as follows:

Payment in full upon completion of work.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature



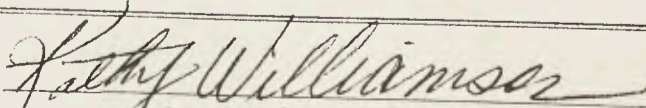
Note: This proposal may be withdrawn by us if not accepted within 60 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

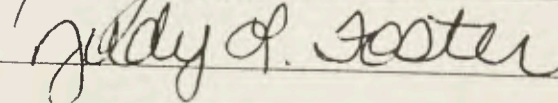
Date of Acceptance:

April 8, 1991

Signature



Signature



CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: CITY MANAGER
DATE: APRIL 8, 1991
RE: 1992 C.D.B.G. PROGRAM

This is a request for any suggestions for applications for the 1992 C.D.B.G. funds.

The following projects apply to the grant:

- 1) Drainage Corrections
- 2) Water or Wastewater Infrastructure
- 3) Recreational Projects
- 4) Sidewalks
- 5) Handicap Facilities

The above projects must service minorities or low income areas.

Please contact me as soon as possible with any ideas or suggestions.

M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: DONNA ZINSKIE
DATE: APRIL 8, 1991
RE: REQUEST TO PURCHASE DEODORIZING AND DEGREASING CHEMICALS
REQUEST TO PURCHASE PORCELAIN SEALS

We are requesting to purchase a 55 gal. drum of deodorizing-degreasing chemicals for our liftstations at a total cost of \$492.80.

In the past we have purchased these chemicals at a cost of \$1251.92. Our total savings would be \$759.12.

We are also requesting to purchase three porcelain seals for our Smith & Loveless pumps. The cost of the seals is \$279.97 each. A total cost of \$839.91. In the past we have paid \$402.45 per seal. A total cost of \$1207.35. This would bring our total savings to \$367.44.

v

MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: DONNA ZINSKIE
DATE: APRIL 8, 1991
RE: REQUEST TO PURCHASE UTILITY BILLS

We are requesting to purchase eighteen boxes of utility bills for the Utility Billing Department, at a cost of \$28.00 per box. This would be a total cost of \$504.00



6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-0281

APRIL EQUIPMENT REQUESTS

April 4, 1991

- (2) Office desks
- (2) Side chairs
- (2) Chairs
- (1) Fire proof file cabinet
- (1) Bookcase
- (1) Refrigerator

\$800

To be purchased at the
Dept. of Administrative Services

Approximately \$800.00

- (1) Sand trap power rake - \$6,550.00
- (1) Kawasaki Mule - 5,500.00
- (1) Boom sprayer - (300 gal.) 6,000.00
- (1) Radio - 465.00

\$18,515.00

TOTAL EQUIPMENT REQUEST COSTS ---- \$19,315.00



6094 Suwanee Dam Rd. • Sugar Hill, GA 30518 • Office 271-0519 • FAX # 945-0281

April 8, 1991

Dear Mayor & Council,

Due to time restraints that we are facing in getting the golf course project completed, I feel we are in need of the ability to spend up to \$3,000.00 without polling the council on each item. We are about to enter our growing season when we will become very hectic. The time we save will help to insure we meet our opening date.

Sincerely,

Bob Boltz
Director of Golf
Sugar Hill Golf Course

BGB:lat

PLAN OF PROGRESSION FOR MAINTENANCE COMPLEX

1. Complete present building.
2. Remove trailers from property.
3. Remove fence from property.
4. Grade the property.
5. ~~Install~~ ^(NRA) Replace fence.
6. Build 30' X 50' ~~shop~~ ^{mechanic's shop}.
7. Build 30' X 120' equipment storage building.
8. Pave ~~the~~ drive. ^{Asphalt}

\$49,450.00
 7,600.00
 30,400.00
 33,800.00
 8,000.00 fence
 12,000.00 paving
 5,000.00 grading

\$146,250.00

~~49,450.00~~ Building ^{net} 1
 96,800.00
 6,300.00 Grading

 \$ 90,500.00



April 2, 1991.

City Council of Sugar Hill, Georgia
4988 West Broad Street
Sugar Hill, GA 30618

Attention: Mr. Dave Hawthorne, Councilman

Dear Mr. Hawthorne:

Stonehenge Engineering Corporation (SEC) is pleased at the opportunity to provide engineering and construction management services in connection with the golf course under construction at this time on Suwanee Dam Road.

It is our understanding that your needs at this time are principally limited to construction management activities, in evaluating and overseeing the ongoing construction work on the golf course, towards a desired completion and opening in October 1991. An outline of these services is attached.

We propose to provide these, and additional services as requested, on the basis of our Standard Hourly Rates (copy attached hereto). Invoicing will be on a monthly basis, as derived from daily time sheets of all personnel who may perform on your project, with payment due within 15 days.

Should this proposal be satisfactory, please indicate acceptance by signature in the space provided below, as our authority to proceed, and return a copy to us.

It is with great pleasure that we look forward to working with you.

Sincerely,

STONEHENGE ENGINEERING CORPORATION

Walton C. White
Walton C. White
Executive Vice President

wcw/lvs

Approved _____, 1991

By: _____

Title: _____

The Stonehenge Companies/8215 Roswell Road/Bld. 600/Atlanta, Georgia 30350/(404) 668-9811

CONSTRUCTION MANAGEMENT
SCOPE OF ACTIVITIES
FOR
CITY OF SUGAR HILL, GEORGIA

A. General

Coordinate and provide general direction of the work and progress on the project. Be responsible for all work in place and subject to the approval of the Owner.

B. Supervision and Inspection

Maintain a competent supervisory and inspection staff available as required, for the coordination and direction of the work.

C. Inspections and Interpretations

Inspect the work as it is being performed until final completion and acceptance of the project by the Owner to assure that the materials furnished and work performed are in accordance with the working drawings, specifications, and other contract documents and that the work on the project is progressing on schedule.

D. Construction Inspections for Disbursement

Our staff will provide the following:

1. Review contractor payment request for new or current in-place improvements and stored material.
2. Inspect improvements at site to insure accuracy and maintain harmonic pace of construction funding disbursement with construction progress.
3. Attest to accuracy of construction funding request and make funding recommendations accordingly.
4. Maintain contractor disbursement records.
5. Review scope of all changes in magnitude of the improvements and any involved additions or reduction in project costs.
6. Provide photographs of construction progress, if desired.

E. Shop Drawings, Materials, and Samples

Establish and implement procedures to be followed for expediting the processing and approval of shop drawings, catalogs and samples, and the scheduling of material requirements. Whenever necessary, all such items will be hand carried whenever transmittal is required to or from the offices of the Architects, Construction Manager and/or Contractors.

F. Progress Reports and Records

Keep accurate and detailed written records of the progress of the project during all stages of construction; submit monthly written progress reports to the Owner including, but not limited to, information concerning the work of the contractor, the percentage of completion and the number and amount of change orders.

G. Change Orders

Administer the processing of change orders, including applications for extensions of construction time.

H. Claims

In the event any claim is made or any action brought in any way relating to the design or construction of the project, the Construction Manager shall diligently render any and all assistance which the Owner may require, including preparation of written reports with supporting information necessary to resolve disputes.

RECOMMENDATIONS AND COMMUNICATIONS

All recommendations and communications by the Construction Manager to the Owner that will affect the construction costs of the project or the time for completion of the project, shall be made or confirmed in writing. The Owner may also require other recommendations and communications by the Construction Manager to be made or confirmed in writing.



Valid Through December 1991

HOURLY RATES

FOR PROFESSIONAL SERVICES

A. ENGINEERING SERVICES

1. President	\$100.00
2. Principal of Firm/Director of Engineering	70.00
3. Registered Professional Engineer	60.00
4. Construction Manager	60.00
5. Engineering Manager	60.00
6. Chief Inspector	60.00
7. Senior Engineer	50.00
8. Inspector	50.00
9. Engineer/Designer	35.00
10. Computer and Computer Operator	35.00
11. Draftsman	35.00
12. Jr. Draftsman	28.00
13. a. Survey Crew (2 Men)	86.00
b. Survey Crew (3 Men)	98.00
14. Secretary/Typist/Clerical (bids, reports, etc. only)	25.00
15. Miscellaneous Expenses	
a. Auto mileage	0.25 per mile
b. Blueprinting	
1. In-House	0.20 per sq.ft.
2. Commercial	Cost plus 15%
c. Negatives & reproducibles	Cost plus 15%
d. Xerox (bids, specifications, lengthy reports only)	0.20 per sheet
16. Communications:	
a. Telephone interzone and tolls charges	Cost plus 15%
b. Telegraph toll charges	
c. Postage charges related to plans and specifications transmitted to bidders.	

B. ARCHITECTURAL SERVICES

1. Registered Architect	\$60.00
2. Architect	50.00
3. Draftsman	35.00
4. Registered Structural, Mechanical and Electrical Engineers	50.00
5. Other outside consultants	Cost plus 15%



CALLED COUNCIL MEETING
MONDAY, APRIL 15, 1991
6:30 P.M.

A G E N D A

- A) Personnel Meeting
- B) Meeting with Value Concepts, Inc.
and City Attorney

CALLED COUNCIL MEETING
MONDAY, APRIL 15, 1991
6:30 P.M.

M I N U T E S

In attendance: Mayor Pro-tem David Hawthorne, and Council Members Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 6:45 p.m. by Mayor Pro-tem Hawthorne.

Personnel Meeting

Council Member Queen moves to recess into a closed personnel meeting for the purpose of giving an employee review. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 6:45 p.m.

Meeting reconvened at 7:11 p.m.

Sewer Interceptor Lines

City Manager Kathy Williamson states that she asked Hayes, James & Associates to be present at this meeting to go over their proposed changes to the design plans of the sewer interceptor lines. Jim Aton asks the Council what their plans are for future sewer capacity because these plans are designed for 10 years growth when most sewer systems are built for 50 years growth. The Council are in agreement that they would like to have a sewer system which allows for growth for 50 years, however, the city is not financially capable of it at this time. Mr. Aton states that the design plans for the interceptor sewer lines are incomplete. Ms. Williamson states that Jim Stanley, of Keck & Wood, had always expressed to the city that these plans were complete. Mayor Pro-tem Hawthorne asks Ms. Williamson if she has anything in writing from Keck & Wood to determine that the plans were complete. Ms. Williamson states that the city paid the invoice for the complete plans and also the plans have the engineer's seal on them and Mr. Aton stated that no engineer would put their seal on a set of incomplete plans.

Mr. Aton begins the review with the discussion of Dogwood Lake. Refer to summary report given by Hayes, James & Associates. They are proposing that the city could save approximately \$5,000 in construction and easement costs by placing the proposed sewer through Dogwood Lake without the manholes. Ms. Williamson states that the only consideration she has with this is that if there is a leak in the sewer, the lake would have to be drained. Mr. Aton suggests replacing the drainage pipe from the lake with a 36" pipe so that the lake could drain in only one day. Mr. Aton states that this would help with fines from EPD since they set their fines for each day until the problem is corrected and the longer it takes to drain the lake, the more days you will be fined. Mr. Aton states that in order to place the sewer through the lake and dam, the lake would have to be drained for about 3 weeks and it would take 3 to 4 days to fill back up, during normal rainfall conditions, since the lake is only 5 feet deep.

**CALLED COUNCIL MEETING
MONDAY, APRIL 15, 1991
MINUTES, CONT'D.
PAGE 2**

Mr. Aton discusses proposed changes at Emerald Lake. They are proposing the city could save approximately \$14,000 in construction and easement costs by running the sewer along the east shore. Mr. Aton states that the dam at Emerald Lake is not secure and the city would have to obtain a hold harmless from Guy Findley before anything can be done there.

Mr. Aton discusses propose charges in the size of the sewer lines throughout the city. Grant Hayes states that this is the reason Mr. Aton asked the Council to begin with, what their future plans were, because the size of the sewer lines you install depends on how much growth you want to plan for in the future. They are proposing increasing the size of sewer lines from 12" through 15" to 18" to 21" in diameter. The increase in cost to the city at this time will be \$195,000, however, it will save approximately \$246,000 for construction of a future parallel sewer system, not including sewer easements for a parallel sewer. Mr. Hayes states that with the existing design plans, with 12" to 15" sewer lines, there will not be sufficient sewer capacity to provide sewer for the existing vacant land within the city limits, as currently zoned. Again, the Council agrees with Mr. Hayes, but they feel that the city does not have the financial capabilities to increase the size of the sewer lines at this time. Director of Finance Sandy Richards states that the city may be able to borrow funds from the GMA Pooled Leasing Program, but she is unsure and will look into this matter. More discussion is held on this matter. Assistant Building Inspector Ken Crowe asks if the number of manholes can be reduced. Mr. Aton states that if the sewer lines are 18" or larger, the manholes can be placed 600 feet apart instead of 400 feet apart, except at corners.

Mr. Aton discusses proposed changes to the sewer line at Bent Creek Subdivision. They are proposing running the sewer on out to the flood plain before turning to go up Level Creek. Mr. Aton states that this would also be a cost savings to the city because the sewer would not go uphill and through rock. Mr. Aton states that he cannot determine why Keck & Wood would propose going this route unless the surveyor got off track somehow.

Mr. Aton states that this is for the Council to review and he suggests the Council re-examine their goals and objectives before the new engineering firm comes on line. Mr. Aton states that he would like to meet with the Council again to go over the entire value review again without the presence of Keck & Wood. The Council agrees that they would like to hear the review without Keck & Wood and they set up a tentative date of Monday, April 29, 1991 at 7:00 p.m. to meet with Hayes, James & Associates again.

Update of Golf Course

Director of Golf Bob Boltz states that John Ayers is now out of the contract with Exterior Designing, Inc. and Willard Byrd has sent Exterior Designing, Inc. a letter giving them a deadline to be completed with their contract services. Mr. Boltz states that the installation of the Richland Creek pump is 90% complete. They are waiting on power at this time. Mr. Boltz states that the maintenance building is almost complete and they hope to move in later this week or next week.

CALLED COUNCIL MEETING
MONDAY, APRIL 15, 1991
MINUTES, CONT'D.
PAGE 3

Adjournment

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

Meeting adjourned at 9:10 p.m.

Judy L. Foster



HAYES, JAMES & Associates, Inc.

CONSULTING ENGINEERS, PLANNERS & SURVEYORS

April 15, 1991

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

RE: City of Sugar Hill
Proposed Interceptor Sewers
H, J & A No. 90-199-ST

Dear Mayor Haggard:

HAYES, JAMES & Associates, Inc. was requested to review the sanitary sewer plans prepared by Keck & Wood which are intended to transport wastewater from the developed portions of Sugar Hill to the proposed wastewater treatment plant and land treatment system located at the Municipal Golf Course.

Attached herewith is a draft summary of our conclusions and recommendations regarding the subject plans. Upon your review and concurrence, we will finalize the report on these plans and submit for your formal approval.

Sincerely,

HAYES, JAMES & Associates

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

W. Grant Hayes, RLS
President

/sdw:5996X

Enclosure

cc: Dave Hawthorne, Councilmember
Thomas Morris, Sr, Councilmember
Bobbie Queen, Councilmember
Roger Everett, Councilmember
Reuben Davis, Councilmember
Kathy Williamson, City Clerk

DRAFT

SUMMARY OF
CONCLUSIONS AND RECOMMENDATIONS
FOR
LEVEL AND RICHLAND CREEK BASINS
FOR
CITY OF SUGAR HILL, GEORGIA
BY HAYES, JAMES & ASSOCIATES, INC.
APRIL 15, 1991

RECOMMENDATIONS

HAYES, JAMES & Associates, Inc. (HJA) makes the following conclusions and recommendations concerning the design of the Level Creek and Richland Creek sewers prior to acquiring easements and bidding for construction:

1. The sewer plans HJA reviewed are not complete and will need considerable work prior to bidding. Since the plans are incomplete, the cost of making the suggested changes may not be substantially more than just finishing the plans.

2. Place proposed sewer through Dogwood Lake, but eliminate manholes and construction in the emergency spillway. Estimated savings is \$5,000.00 in construction and easement cost.
3. Place proposed sewer along the east shore of Emerald Lake to avoid steep slopes and potential damage to Emerald Creek Parkway. Estimated savings is \$14,000.00 in construction and easement cost.
4. Increase the diameter of Level Creek sewer from 12 & 15 inch to 18 & 21 inch diameter sewer from manhole LC-20 to the Whitehead Pumping Station to serve "build-out" of the Level Creek basin as it is currently zoned. This will increase the project cost by approximately \$195,000.00 but will eliminate spending approximately \$246,000.00 (1991 Dollars) for construction of a future parallel sewer. In addition, the City will save the expense of acquiring costly easements for the parallel sewer.
5. Relocate the Whitehead pumping station to the confluence of Upper and Lower Level Creek.
6. Raise the invert of Richland Creek sewer about 2 feet over entire length of the sewer. This will result in estimated savings of \$21,000.

7. Upgrade the size of Richland Creek Sewer from 10-inch diameter sewer to 21-24 inch diameter sewer pipe to serve "build-out" of Richland Creek basin as currently zoned. Cost of upgrade is \$525,000, but will eliminate spending approximately \$787,500 (1991 Dollars) for construction of a future parallel sewer. In addition, the City will save the expense of acquiring costly easements for the parallel sewer.



HAYES, JAMES & Associates, Inc.

CONSULTING ENGINEERS, PLANNERS & SURVEYORS

TO: Honorable George O. Haggard, Mayor
City Hall
4988 West Broad Street
Sugar Hill, Georgia 30518

DATE: March 11, 1991
PROJECT NO: 90-199-ST
OPERATION NO:
AUTHORIZATION NO: 07

MUNICIPAL SERVICES AUTHORIZATION

RE: Engineering Consulting Services on Interceptor Sewers

Description of Services Requested

The City of Sugar Hill, the Owner, wants to know if the proposed interceptor sewers are large enough to carry the "build-out" flows within the City and its probable future service areas. The analysis assumes that flows will be by gravity to eliminate as many pumping station as possible, because the City has too many pumping station at the present time.

The Engineer will determine wastewater flows based on the zoning maps of Sugar Hill and Gwinnett County within the current and future services of Sugar Hill. Flow projections will be based on complete "build-out" of these areas at their current land-use. As a second alternative, areas designated agriculture will be assumed to be developed on septic tanks. As a third alternative all agriculture will be assumed to be built-out as low density single family residential.

The results will be presented in a report and drawings.

Fees

Estimated cost to provide Services: \$ _____ Reimbursable Expenses: \$ _____
Requested by: _____ Date: _____

Basis of Payment

Hourly per Agreement Lump Sum of \$ _____

Authorization

The Services described were authorized verbally on _____ by _____, and we are proceeding with the work.
 We will commence the Services immediately upon receipt of signed authorization.

Terms and Conditions

All other terms and conditions of the original contract between The City of Sugar Hill and HAYES, JAMES & Associates, Inc., dated November 5, 1990, remain the same. Please return one executed copy of this authorization for our files.

HAYES, JAMES & Associates, Inc.

BY: _____

Name/Title: James B. Aton, Vice Pres.

BY: _____

Name/Title: James H. Maughon, Vice Pres.

Accepted:

BY: _____

Name/Title: George O. Haggard, Mayor

Date: _____

ATTEST: _____

Name/Title: Ms. Judy Foster, City Clerk

Date: _____

MSA (1-91)
5889x

3005 BRECKINRIDGE BOULEVARD • SUITE 200 • DULUTH, GEORGIA 30136
PHONE (404) 923-1600 / FAX (404) 923-4202

OVER THIRTY YEARS OF SERVICE

7
CALLED COUNCIL MEETING
FRIDAY ,APRIL 26,1991
1:00 P.M.

A G E N D A

- I. Golf Course Discussion
- II. Landfill Agreement

CALLED COUNCIL MEETING
FRIDAY, APRIL 26, 1991
1:00 P.M.

A G E N D A

In attendance: Mayor Pro-tem David Hawthorne, Council Members Roger Everett, Thomas Morris and Bobbie Queen and City Attorney Lee Thompson.

Meeting called to order at 1:05 p.m. by Mayor Pro-tem Hawthorne.

Golf Course

Mayor Pro-tem Hawthorne states that Keck & Wood's engineering on the wet wells are the wrong size. This was determined by Stonehenge Engineers. Mr. Hawthorne reads the letter to Buroff, from Exterior Designing Inc., dated 4/25/91, and the letter from Stonehenge to Buroff. Mr. Hawthorne states that Buroff fired John Ayers and hired Mr. Sandridge to finish the golf course and Mr. Sandridge will not complete the project because EDI owes him money. Discussion was held with the City Attorney Lee Thompson concerning sending a letter to EDI which states that they are behind on construction. Mr. Thompson recommends to get files together in order to document and communicate this in the form of a letter which states that if EDI does not comply with the deadline date of 5/15/91, then the city will go to the performance bond and have the work completed and subtracted from the remaining amount owed by the city. Director of Golf Bob Boltz refers to the punch lists provided to Buroff to complete work at the golf course. Mr. Boltz states that Buroff is using a final punch list as completed and the city will not provide a final punch list. Mr. Thompson suggests establishing a list of items that the city would consider completed and then write a letter to place EDI on notice. Council Member Morris moves to authorize the City Attorney to send EDI a letter of notice. Second to the motion by Council Member Everett. Vote unanimous.

Mayor Pro-tem Hawthorne states that there are 2 critical areas at the golf course that need to be addressed:

- 1) The pins are off from Keck & Wood surveys on the golf course. We do not know what elevations will work for pumping and this would effect irrigation. Stonehenge suggests having topo maps completed of the 18 holes in a six week period and the cost would be \$4,200. This amount would include 15% administration fee for Stonehenge.
- 2) EPD will require that the plans be signed by the engineer stating that the irrigation system was built as designed. Stonehenge states that this will cost \$10,000.

Council Member Queen moves to authorize the funds for both these items. Second to the motion by Council Member Morris. Vote unanimous.

Mayor Pro-tem Hawthorne states that another concern Stonehenge has is that the storage capacity of the ponds that Keck & Wood designed are incorrect. Stonehenge states that the 3 effluent ponds are 5,000,000 gallons underestimated.

**CALLED COUNCIL MEETING
FRIDAY, APRIL 26, 1991
MINUTES, CONT'D.
PAGE 2**

The #3 pond is 1,055,000 short, pond #2 is 918,000 gallons short and pond #5 is 4,099,000 short. Mr. Hawthorne reads a letter from Stonehenge on the ponds and recommends surveying be completed of the fresh water ponds and the one effluent pond. Council Member Queen moves to pay Stonehenge \$1,500 to survey these ponds. Second to the motion by Council Member Everett. Vote unanimous.

Director of Golf Bob Boltz and Mayor Pro-tem Hawthorne met with ARC concerning the possibility of obtaining 400,000 gallons per day from the Chatahoochee River. There may be some restrictions that the only time we can get that water is when water is being released from Buford Dam. Pump prices range from \$8,000 to \$26,000, depending on the size pump required.

Liaison to Council on Golf Course Matters

Council Member Queen moves to nominate Roger Everett to serve as liaison for the golf course while Mayor Pro-tem Hawthorne is out of town. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

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

Meeting adjourned at 2:10 p.m.

Sally Williamson



MAY

JUNE

CALLED COUNCIL MEETING
WEDNESDAY, MAY 1, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor Pro-tem David Hawthorne, and Council Members Roger Everett, Thomas Morris and Bobbie Queen.

Meeting called to order at 7:13 p.m. by Mayor Pro-tem Hawthorne.

Value Review by Hayes, James & Associates

Grant Hayes and Jim Aton are present from Hayes, James & Associates, as well as John Wiedeman from Wiedeman & Singleton. Jim Aton presents the value review to the Council, along with their recommendations for a more cost effective project. Refer to report summary presented by Mr. Aton. The value review has a potential savings of \$300,000 for the golf course/sewer treatment plant project. Mayor Pro-tem Hawthorne asks how much money could the city save on the first phase, since that is all the city is building at this time. Mr. Aton states that approximately half of that amount which is \$150,000 of potential savings, for a 500,000 gallons per day facility. Mr. Wiedeman states that he has reviewed the design plans for the sewer treatment facility and they seem to be normally accepted engineering plans. However, Mr. Wiedeman states that the plans indicate that the maximum amount of effluent be sprayed each day and this procedure would not be compatible with normal golf course operations. Mr. Wiedeman states that this is the reason that golf course management is very crucial. Discussion is held on the different sections of the review. Mayor Pro-tem Hawthorne thanks the representatives for presenting this report, however, Mr. Hawthorne states that the sewer treatment plant is not the city's top priority at this time. The Council will take these recommendations under consideration.

GMA District Meeting

City Clerk Judy Foster asks that anyone planning to attend the GMA District Meeting on Thursday, May 23, please contact her by the end of the week.

Name Badges

City Clerk Judy Foster states that it has been several years since the Mayor and Council had name badges printed and needs to know whether or not they would prefer new ones. Council Member Morris moves to order new name badges for the officials of the city. Second to the motion by Council Member Queen. Vote unanimous.

Larry Bailey Property

Assistant Building Inspector Ken Crowe asks the Council for more detail concerning the lake at the property Larry Bailey had annexed into the city last year. Refer to memo from Mr. Crowe. The Council instructed Mr. Crowe to require the developer of the property to have the lake tested and for him to stay on top of the situation to ensure the lake does not become contaminated.

Work Detail Contract

City Manager Kathy Williamson states that she received a letter from the Department of Corrections stating that due to increased cost, the salary

**CALLED COUNCIL MEETING
WEDNESDAY, MAY 1, 1991
MINUTES, CONT'D.
PAGE 2**

for the prison guard will increase from \$18,500 to \$23,000 per year. The letter stated that even with this increase, the Department still must absorb approximately \$7,000 for each detail contract negotiated. Council Member Queen moves to authorize the Mayor to sign the new contract for the work detail. Second to the motion by Council Member Morris. Vote unanimous.

Wells at Golf Course

Director of Golf Bob Boltz is recommending the Council spend the \$20,000 budgeted for drilling wells in order to try to expedite the process of obtaining water for the golf course. Mr. Boltz states that the prices for the wells depend on the size casings. Refer to quote. Mr. Boltz states that these prices are for non-potable water supply. Council Member Queen moves to authorize \$20,000 of the budgeted funds to drill for two wells at the golf course. Second to the motion by Council Member Morris. Vote unanimous.

Security System

Director of Golf Bob Boltz is requesting the funds to purchase a security system, like the one installed at city hall, for the maintenance building at the golf course. The cost would be approximately \$1,250. Council Member Morris moves to authorize the funds to have this security system installed at the maintenance building. Second to the motion by Council Member Everett. Vote unanimous.

Computer for Irrigation System

Director of Golf Bob Boltz is requesting the funds to purchase the computer for the irrigation system at the golf course. The cost would be approximately \$3,009 and would include the printer and modem. Mayor Pro-tem Hawthorne states that he thought the computer was included in the contract with Nebraska Sprinkler Company. Mr. Boltz states that it was not a part of the contract. Council Member Queen moves to authorize the funds to purchase the computer, modem and printer. Second to the motion by Council Member Morris. Vote unanimous.

CAD Mapping

City Manager Kathy Williamson is requesting the funds to authorize Hayes, James & Associates to update the computer maps for the gas system, water and sewer systems, and zoning map. The cost would be approximately \$250 for each map. Council Member Queen moves to authorize the funds to have Hayes, James & Associates update the computer maps for the city. Second to the motion by Council Member Morris. Vote unanimous.

E.O.E. Award

City Manager Kathy Williamson states that someone from the E.O.E. office notified her that the city had won an Equal Opportunity Employment Award for the high number of minorities working for the city. She states that they are requesting the city place an ad in their newsletter, which would cost approximately \$200. Council Member Morris moves to deny the request for the advertisement. Second to the motion by Council Member Everett. Vote unanimous.

CALLED COUNCIL MEETING
WEDNESDAY, MAY 1, 1991
MINUTES, CONT'D.
PAGE 3

Exterior Designing Inc.

Director of Golf Bob Boltz states that Mr. Buroff is requesting a two week extension on his deadline date to complete the golf course project. Council Member Morris moves to notify Mr. Buroff to begin immediately on the erosion control problems but allow a two week extension for him to finish the ponds. Second to the motion by Council Member Queen. Vote unanimous.

Chain of Command at Golf Course

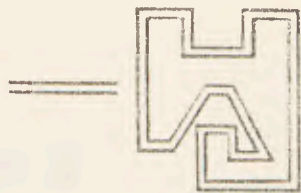
There was a general consensus among the Council to authorize Wade Queen to be in charge of the golf course project in the absence of the Director of Golf. Council Member Queen abstained from this discussion.

Adjournment

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

Meeting adjourned at 9:38 p.m.

Judy L. Foster



HAYES, JAMES & Associates, Inc.

CONSULTING ENGINEERS, PLANNERS & SURVEYORS

May 1, 1990

**Meeting with Sugar Hill City Officials
Regarding Wastewater Collection and Disposal**

Participants

Sugar Hill City Officials

Grant Hayes, HJ&A, President

John Wiedeman, Wiedeman & Singleton, President

Jim Aton, HJ&A, Vice President

What was HAYES JAMES & Associates asked to do?

- a. Review plans by others for a wastewater treatment plant, irrigation system, and sewer system.

What was the Results of the Value Engineering Review?

- a. Potential \$300,000 savings at plant.
- b. Potential \$75,000 savings on sewers.

What are the City's Goals?

- a. Provide 1.0 MGD of capacity for existing citizens.
- b. Provide a premier recreational facility for the citizens.
- c. Transport the wastewater to the Golf Course.
- d. Provide irrigation water to the Golf Course.
- e. Provide an environmentally sound project.
- f. Provide a way for new development to pay its own way with regard to wastewater disposal.

How can the City save additional construction dollars over and above the suggestions contained in the value engineering report while still meeting their goals?

LIMITATIONS

- * LAND DISPOSAL CAPACITY
- * TREATMENT PLANT CAPACITY
- * SERVICE AREA
- * AVAILABLE FUNDS

SUGGESTIONS

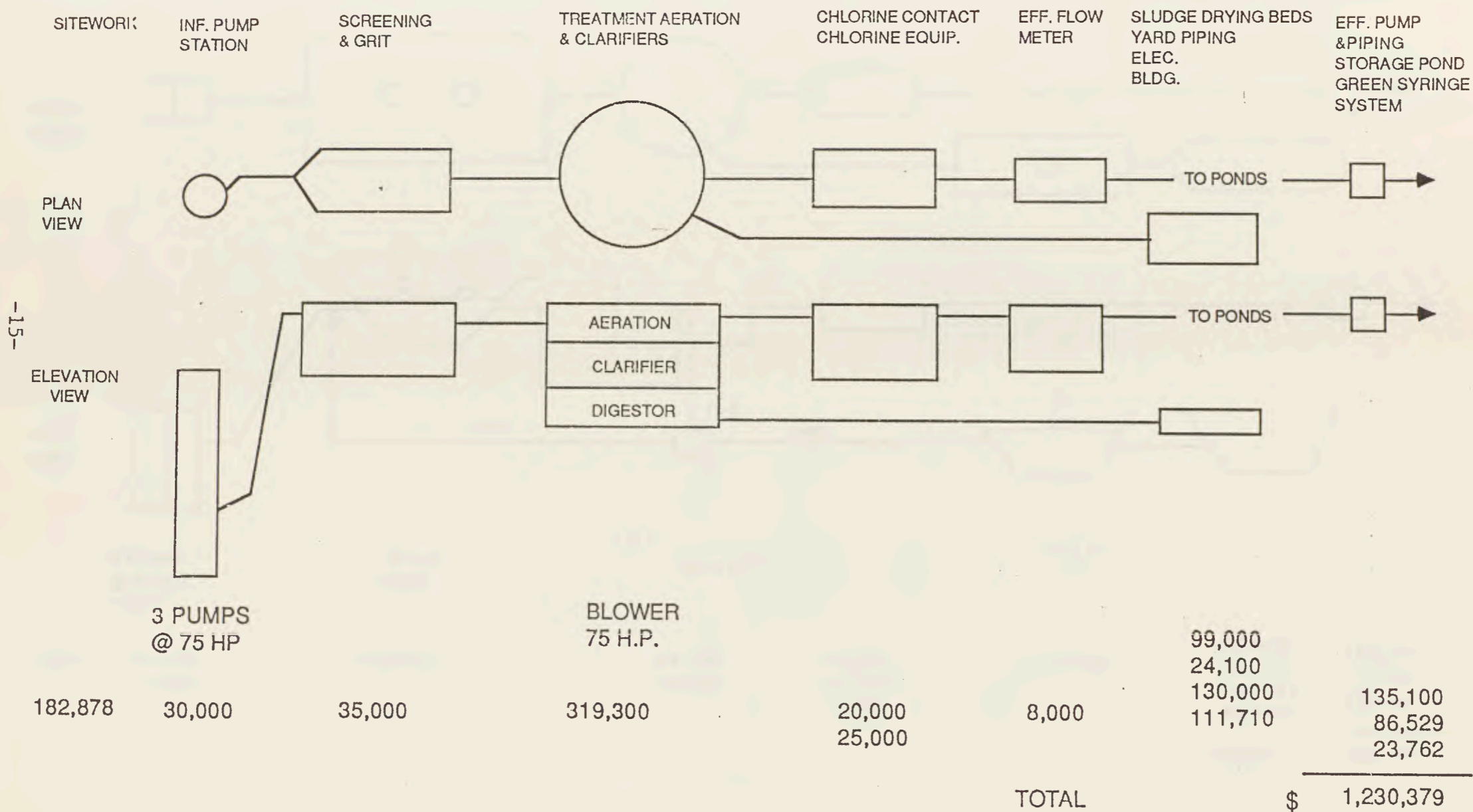
- * LEASE LAND FROM THE PARK SERVICE FOR BACK UP SPRAY FIELDS.
- * STUDY POSSIBILITY OF IMPROVING QUALITY OF EFFLUENT TO INCREASE SPACE AVAILABLE FOR LAND APPLICATION.
- * USE FORCEMAINS INSTEAD OF SEWERS TO MOVE WASTEWATER TO THE TREATMENT PLANT.
- * REDESIGN THE PLANT TO SAVE CAPITAL AND OPERATIONS COSTS.
- * SET UP SEWER PLAN SO DEVELOPERS CAN BUILD TRUNK SEWERS AND SET ASIDE LAND APPLICATION AREAS
- * CONSTRUCT ADDITIONAL WASTEWATER EFFLUENT STORAGE TO PREVENT OVER-SATURATION OF GOLF COURSE OR SEASONAL STREAM DISCHARGE.

Page 3

- * ELIMINATE PUMPING STATIONS TO EASE OPERATIONS PROBLEMS AND REDUCE OPERATING COSTS.
- * REDEVELOP GROUND WATER AS A LESS EXPENSIVE DRINKING WATER SUPPLY.
- * REDEFINE SEWER SERVICE POLICY

6027X

SUGARHILL - PROPOSED W.W.T.P. (K&W)
AS ESTIMATED BY HJ&A



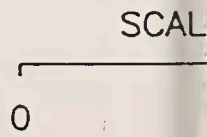
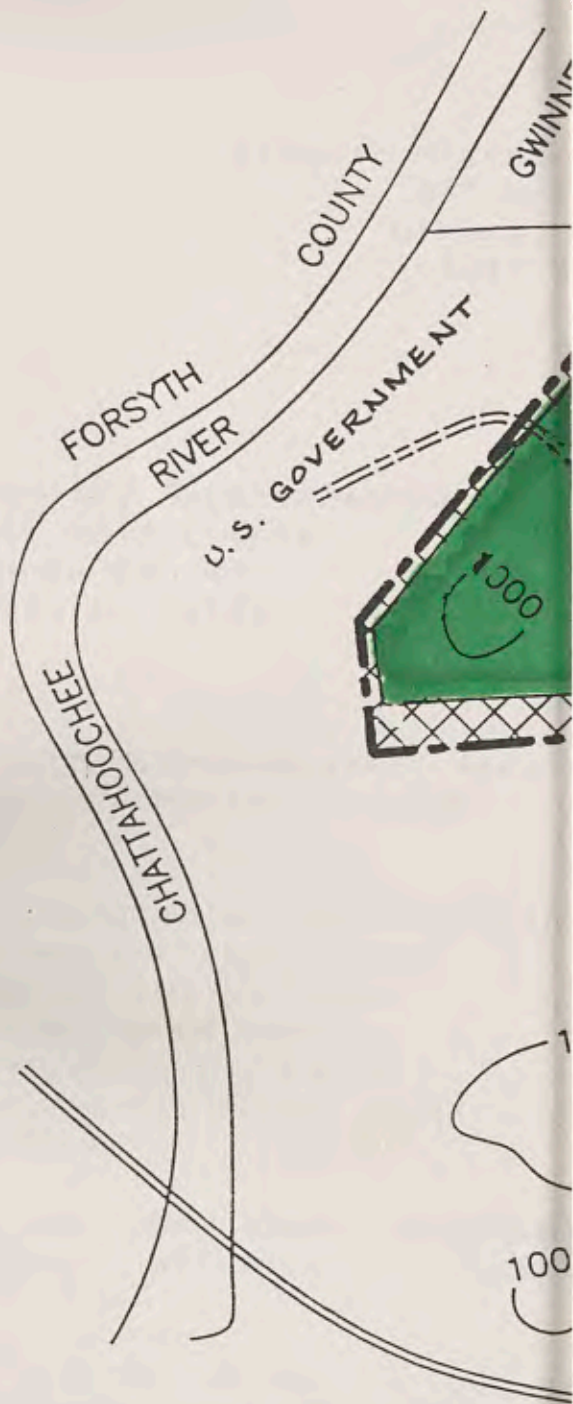
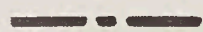

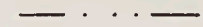






FIGURE VII
IRRIGABLE AREA

LEGEND

-  PROPERTY BOUNDARY
-  STREAM
-  INTERMITTENT STREAM
-  NON IRRIGABLE FLOODPLAIN & BUFFER
-  NON IRRIGABLE DEPTH TO ROCK
-  IRRIGABLE
-  NON-IRRIGAB.-SLOPES

165 AC.

268 AC. - TOTAL SITE

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. The text also mentions the need for regular audits to detect any discrepancies or errors in the accounting process.

In addition, the document highlights the role of the accounting department in providing valuable insights into the company's financial performance. By analyzing trends and patterns in the data, management can make informed decisions about resource allocation and strategic planning. The text concludes by stating that a strong accounting system is essential for the long-term success and sustainability of any organization.

The second part of the document provides a detailed overview of the accounting cycle. It outlines the ten steps involved in the process, from identifying transactions to preparing financial statements. Each step is explained in detail, including the necessary journal entries and the impact on the accounting equation. The text also discusses the importance of double-entry bookkeeping in ensuring the accuracy of the records.

Furthermore, the document addresses the challenges faced by accountants in the modern business environment. It discusses the increasing complexity of financial transactions and the need for continuous learning and professional development. The text also touches upon the ethical responsibilities of accountants and the importance of maintaining objectivity and integrity in their work.

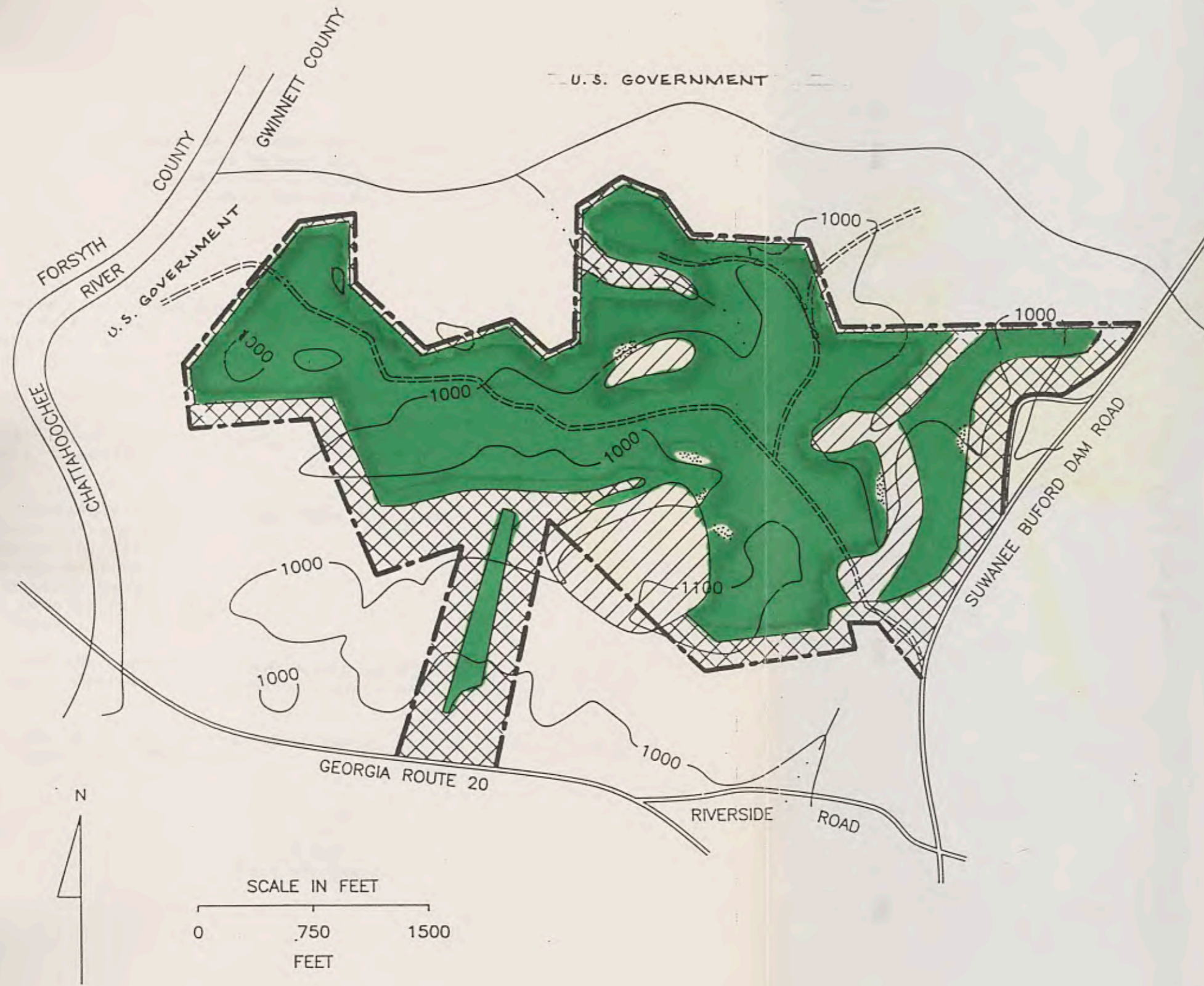
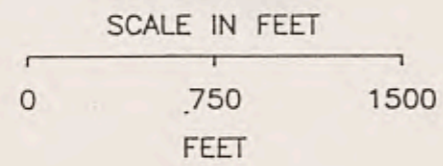
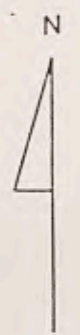
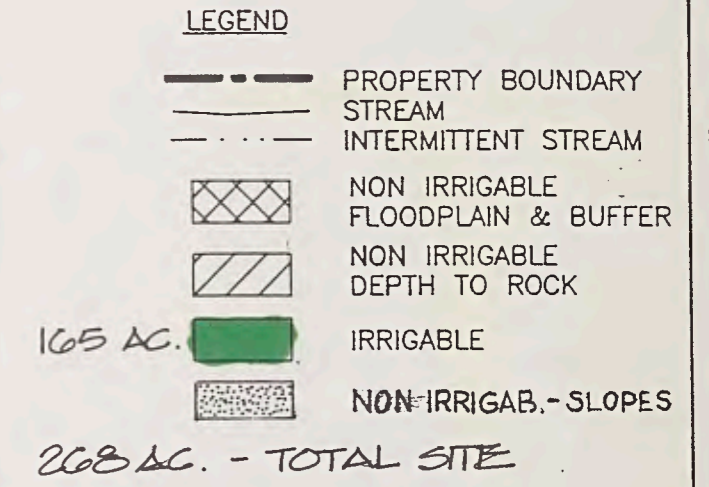


FIGURE VII
IRRIGABLE AREA





N

Classic Microcomputer Services
635 Holman Ave
Athens, GA 30606
(404) 546-8814

Mr. Bob Boltz, Superintendent
Sugar Hill Golf Course
6094 Suwanee Dam Rd
Sugar Hill, GA 30518

Dear Bob,

Classic Microcomputer Service would be pleased to provide you with a computer system. I would propose the following hardware:

- IBM Compatible Computer with 80386 Processor
- VGA Monitor and adaptor
- Enhanced 101 Keyboard
- 2 Megabyte of Memory
- 40 Megabyte Hard Disk
- High Density Floppy Disk
- Bus Mouse

The total for the above equipment would be \$2199 plus state and local taxes. Delivery is usually 1 week after receipt of the order.

If I can be of any further assistance, please call me. From Atlanta, please call 550-9952.

Rich Whiteman

Modem 110
Printer 670

2199
140 modem
~~670 Printer~~
3009.00

MIDDLE GEORGIA WATER SYSTEMS, INC.

Allanta Division
P.O. Box 2124
Tucker, Georgia 30085-2124
Tel: (404) 621-0911 Fax 404-621-3631

May 1, 1991

Mr. Bob Boltz, Director of Golf
City of Sugar Hill
6094 Suwanee Dam Rd.
Sugar Hill, Ga. 30518

Reference : Irrigation Wells - Sugar Hill Golf Course

Dear Mr. Boltz,

Pursuant to your request, we have revised our quotation of July 7, 1991. The prices are exhibited on the accompanying page.

It is understood that these wells are to be used as a source for NON POTABLE water supply and are priced in accordance with general specifications for NON POTABLE water well construction.

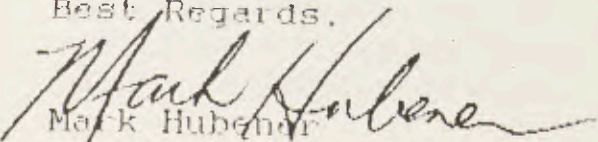
As you are aware, it is difficult to quote lump sum prices on well construction. However, we have chosen three (3) hypothetical wells along with unit prices, typical pump installation prices, and various options.

Under the options heading, please give particular attention to the 24hr. pump test, as it is entirely necessary in order to stress the aquifer for long term yield probability and establishes pumping water level.

Please bare in mind that while these figures are fairly accurate, they are estimates based on hypothetical circumstances and could be more or less depending on actual conditions.

Thank you for allowing us to submit our quotation. If you have any questions, please call Jim Breakey or me.

Best Regards,



Mark Hubener
Middle Georgia Water Systems, Inc.

HYPOTHETICAL WELL, GROUT, AND CASING FIGURES350 WELL FOOT \ 25 FEET CASING

Drilling:	350\ft. @ \$8.00\ft.	\$2800.00
Casing:	25\ft. (8" PVC) @ 12.00\ft.	300.00
Grout:	10 Bags @ 20.00\Bag	200.00
		<u>\$3300.00</u>

450 FOOT WELL \ 60 FEET CASING

Drilling:	450\ft. @ \$8.00\ft.	\$3600.00
Casing:	60\ft. (8" PVC) @ 12.00\ft.	720.00
Grout:	30 Bags @ 20.00\Bag	600.00
		<u>\$4920.00</u>

600 FOOT WELL \ 80 FEET CASING

Drilling:	600\ft. @ 8.00\ft.	\$4800.00
Casing:	80\ft. (8" PVC) @ 12.00\ft.	960.00
Grout:	40 Bags @ 20.00\Bag	800.00
		<u>\$6560.00</u>

OPTIONS: (To be determined at time of drilling).

Hydrofracking:	\$1500.00
24 hr. Pump Test:	2400.00
Borehole Reaming:	10.00 Per Foot

All of the above plus the average price of a pump installation set at 300\ft. 460VAC 3 Phase Motor.

50gpm at 75psi	\$7500.00
75gpm at 75psi	9000.00
100gpm at 75psi	10,000.00

Casing prices are, in most cases are firm when installing casing in in the fractured bedrock of the Piedmont Province. On rare occasions, the rock formations are not conducive to conventional methods of installation and require removal of existing casing and the employment of alternate methods, type and size of casing pipe. This situation will require a change order adjusting prices.

CALLED COUNCIL MEETING
WEDNESDAY, MAY 1, 1991
7:00 P.M.

A G E N D A

- A) Value Review by Hayes, James & Associates
- B) GMA District Meeting - Thursday, May 23, 1991
- C) Name Badges
- D) Larry Bailey Property
- E) Work Detail Contract
- F) Wells at Golf Course
- G) Security System
- H) Computer for Golf Course



**GEORGIA
MUNICIPAL
ASSOCIATION**

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

April 19, 1991

MEMORANDUM

TO: All Fourth District City Officials
c/o Mayors, City Managers and City Clerks

FROM: Pat Wheeler, Mayor Pro Tem, Stone Mountain
President, GMA Fourth District

RE: District Meeting

This is the announcement of the GMA Fourth District meeting, which will be held in DeKalb County on Thursday, May 23, 1991 at the Holiday Inn Northlake at I-285 and LaVista Road. The meeting will be hosted by the DeKalb Municipal Association.

This will be a meeting that I can assure you that you will not want to miss as we will have a program that will feature GMA President James Neal, Georgia Environmental Facilities Authority Executive Director Lace Futch, with a report on the Georgia-Alabama-Florida Water Allocation dispute from the Georgia Department of Natural Resources. We will also be electing the 1991-92 fourth district officers at this meeting, so it is important that you attend.

Make your reservations now by returning the enclosed postal card. This is a meeting that is important to all of us in the GMA fourth district. A meeting schedule is enclosed. Please refer this notice to the councilmembers from your city.

I look forward to being with you on May 23.

PW/jr

Enclosures

cc: Commissioner James Neal, Toccoa
President, Georgia Municipal Association
Mayor Neil Copeland, Pine Lake; President
DeKalb Municipal Association
Councilmember Elise Cotter, Snellville; President,
Gwinnett Municipal Association
Mr. Lace Futch, Executive Director, Georgia
Environmental Facilities Authority
Mr. James V. Burgess, Jr., Executive Director
Georgia Municipal Association

OFFICERS

James Neal
President
Commissioner Toccoa
Tracy P. Stallings
First Vice President
Mayor, Carrollton
Ed Cannington, Jr.
Second Vice President
Mayor, Lumpkin
Myrtle L. Davis
Third Vice President
Councilmember, Atlanta
James V. Burgess, Jr.
Executive Director

**BOARD OF
DIRECTORS**

Past Presidents:
Frank Sherrill, Mayor,
Social Circle • **Ira
Jackson**, Commissioner
of A. & C., Atlanta • **Bill
Reynolds**, Mayor,
Bainbridge • **Bob Knox,
Jr.**, Mayor, Thomson •
Gerald Thompson,
Mayor, Fitzgerald • **John
Rousakis**, Mayor,
Savannah

District Board:
Keith Dixon, Mayor,
Kingsland • **Perry Lee
DeLoach**, Mayor, Clayton
• **Len Powell**, Mayor,
Thomasville • **Henry
Mathis**, Commissioner,
Albany • **Charles E.
Kersey**, Mayor,
Thomaston • **Kay
Hardage**, Mayor, Ideal •
Patricia Wheeler, Mayor
Pro Tem, Stone Mountain
• **Dave Hawthorne**, Mayor
Pro Tem, Sugar Hill •
Carolyn Long Banks,
Councilmember, Atlanta •
Sandra B. Johnson,
Councilmember,
Alpharetta • **Billy M.
Copeland**, Mayor,
McDonough • **J. Clark
Boddie**, Mayor, Palmetto •
Napoleon Fielder,
Chairman Pro Tem, Rome
• **Betty Hunter**,
Councilmember, Marietta •
Jimmy Rainwater, Mayor,
Valdosta • **Derward
Buchan**, Mayor Pro Tem,
Douglas • **Bob Hamrick**,
Commissioner, Gainesville
• **Barbara Thomas**, Mayor
McClaysville • **Mary Hull
Marks**, Councilmember,
Augusta • **Helen G.
"Sietie" Hudson**, Mayor,
Sparta • **Ken Vance**,
Councilmember,
Milledgeville • **Johnny
Bradfield**, Mayor, McRae

Directors At-Large:
Jane Pruett, Councilmem-
ber, Roswell • **John
Meadows**, Mayor,
Calhoun • **James W.
Buckley**, Mayor,
Swainsboro • **Evelyn
Turner**, Councilor,
Columbus • **Bill McIntosh**,
Mayor, Moultrie • **Beth
Sheehan**, Alderman,
Savannah • **Maynard
Jackson**, Mayor, Atlanta

Section Presidents:
Gary Glover, City
Attorney, Waynesboro •
Ken Hammons, City
Manager, Dublin • **Steve
Durden**, City Clerk, Macon

GMEBS Chairman:
Jim Calvin, City Manager,
Toccoa

GMA Fourth District Meeting

May 23, 1991

Holiday Inn Northlake
I-285 and LaVista Road

4:30-6:00 p.m. Registration

5:00 p.m. Reception - (Cash Bar)

6:00 p.m. Dinner

6:30 p.m. Program

Call to order

Welcome

Mayor Pro Tem Pat Wheeler, Stone Mountain
President, GMA Fourth District

Introduction of Head Table and Special Guests

Mayor John Lawson, Avondale Estates
GMA Fourth District Second Vice President

6:45 p.m.

GMA President's Report

Commissioner James Neal, Toccoa
President, Georgia Municipal Association

7:00 p.m.

The Georgia-Alabama-Florida Water Allocation Dispute
Georgia Department of Natural Resources

7:25 p.m.

Environmental Facilities Report
Lace Futch, Executive Director, GEFA

7:35 p.m.

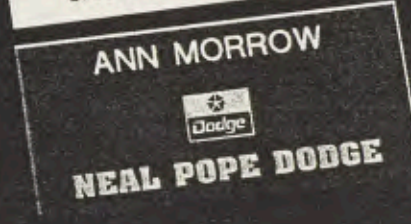
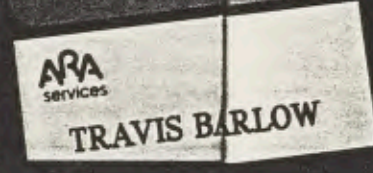
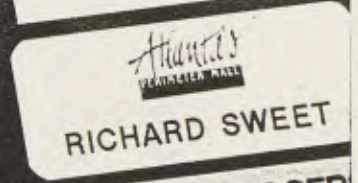
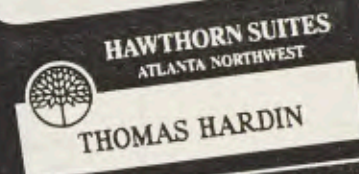
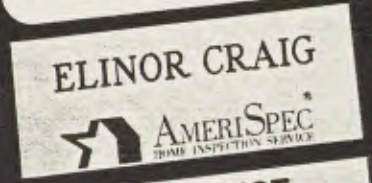
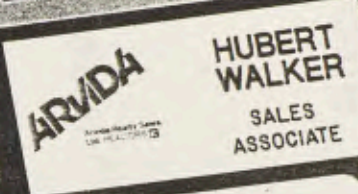
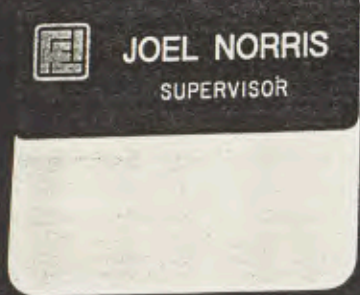
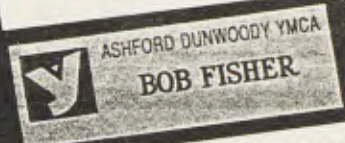
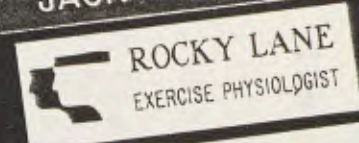
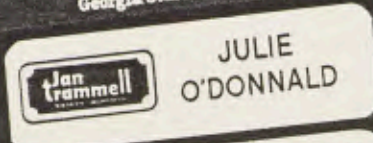
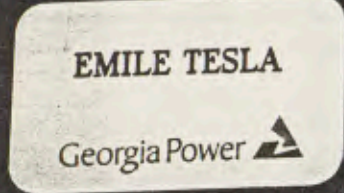
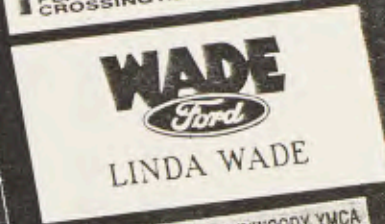
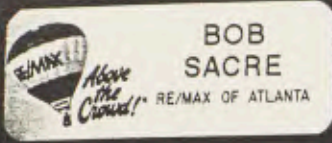
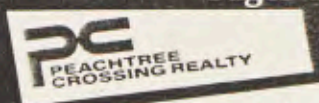
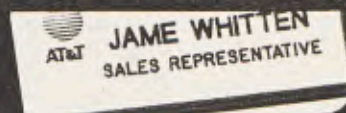
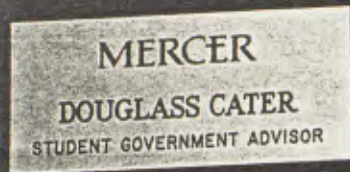
Report of the Nominating Committee and Election of
Officers

7:45 p.m.

Other Business/Adjourn

NAME BADGES - LAPEL PINS - DESK PLATES

Pages 10&11



Name badges do many things... They identify your most important resource (your people). And they help every client who comes in contact with them feel more friendly and comfortable just by knowing someones name.

Badges are also a great way to show your people that they are a part of the team.

Lapel pins are the pinnacle of subtle statement. Ideal for tenure awards or any company promotion.

Desk plates create a professional office appearance. Available in colors to match any modern decor.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: Mayor and Council
FROM: Ken Crowe
RE: Previous Minutes (June 11, 1990)
DATE: April 25, 1991

As per the minutes of the Monday June 11, 1990 council meeting, the parcel 7-337-035 was annexed into the City and rezoned to RS-100. You know this property as the Larry Bailey piece.

As a condition of zoning the developer of the project is required to test the lakes.

This property has been submitted for review to receive a development permit and we need clarification of this condition so that we know what is required of the developer. The developer, Allen Richardson, is being very cooperative in this matter, but he doesn't really know what to do.

Copies of the minutes from the June 11, 1990 Mayor and Council meeting is attached.

*It is impossible with
19.5 Is it to be implemented
in accordance with state law.*

Ultra-Low-Flow Plumbing Fixture Ordinance

Councilperson Hawthorne reads the ordinance to the public for consideration of adoption by the council. Councilperson Hawthorne states that ARC and GMA has asked the cities to adopt this ordinance. Councilperson Hawthorne moves to adopt this ordinance. Second to the motion Councilperson Morris. Councilperson Queen asks if these items mentioned in the ordinance are available. Councilperson Hawthorne states that they are available. Vote unanimous.

Utility Deposits

Councilperson Hawthorne states that this was brought up two months ago. Councilperson Hawthorne thinks that there is an inequity in this ordinance. Councilperson Hawthorne is proposing this ordinance. (see attached) Councilperson Hawthorne moves to adopt this ordinance. Second to the motion Councilperson Morris. Vote unanimous.

Public Hearing Larry Bailey - Rezoning & Annexation Request

City Manager Kathy Williamson states that 24.5 acres was annexed into the city limits of Sugar Hill in 1988 by legislation. Ms. Williamson states that Mr. Bailey would like the adjoining 10 acres, (parcel 7-337-035) annexed into the City of Sugar Hill. Mr. Bailey states that when the 24.5 acres was annexed, the 10 acres should have been brought in at that time. Mr. Bailey states that he would like the 24.5 acres, (parcel 7-322-050) and the 10 acres, (parcel 7-337-035) zoned RS100. Mr. Bailey stated that he intended to build an 80-90 lot subdivision and that Hannon, Meeks and Bagwell will be the engineering firm used. Mr. Paul Spaduzzi of 1051 Riverside Road states that he is representing the surrounding homeowners of this area. Mr. Spaduzzi said that the homeowners are not trying to stop anyone from developing this land. He stated that they are trying to protect the ECO system and the property values. The surrounding homeowners would like Mr. Bailey to hire a qualified engineer to do a study of the depth of the lakes and test the water. Mr. Spaduzzi stated that they would like the homes to have a minimum of 1800 square feet or larger to keep property values up. Councilperson Morris stated that the ordinances will protect the lakes and that it is Mr. Bailey's responsibility to follow all laws and regulations and the building inspectors job to see that he does it. Mr. Spaduzzi states that they have had drainage problems with Princeton Oaks. Mr. Bailey states that he feels that the homeowners request is reasonable. Councilperson Queen asks City Manager if Gwinnett County has anyone they send out to do these type of tests. City Manager Kathy Williamson states that they do have someone and that they have been out to inspect the problems at Princeton Oaks. Councilperson Hawthorne states that the council has had problems with the RS100 zoning. Councilperson Hawthorne asks Mr. Bailey if he could go with larger sized homes. Mr. Bailey said that he could go with a 1400 minimum square footage for a 1 story, 1800 minimum for 2 story and 1600 minimum for split level. Councilperson Queen moves to accept the RS100 zoning for parcel 7-322-050, 24.5 acres with the conditions as follows: 1. Test Water

... have met

and depth of lakes. 2. The minimum square footage for a 1 story is 1400, minimum of 1800 square feet for 2 story and minimum of 1600 square feet for a split level. 3. This is for all phases of development. Second to the motion Councilperson Morris. Vote 3-2. Councilpersons Queen, Fowler and Morris approved. Councilpersons Hawthorne and Davis against. Councilperson Queen moves to annex the 10 acres, parcel 7-337-050 into the city limits with the RS100 zoning with the same stipulations as listed above. Second to the motion Councilperson Fowler. Vote 3-2. Councilpersons Queen, Fowler and Morris approved. Councilpersons Hawthorne and Davis against.

Easements

City Manager Kathy Williamson states that Mr. Buddy Robinson and Winston Parker have been hired to obtain the easements from the corner of Level Creek Road to the sewer plant. Mr. Robinson states that he is pleased to meet the council and glad to be able to represent the city in this matter. He also stated that they have not had any problems. Mr. Parker stated that he has gone over the area and has contacted 18 of the 42 property owners. Mr. Parker stated that they have had good working relations with Jack & Wood. Mr. Parker also commends Ms. Williamson for the work she has done concerning the easements.

Audit Bids

Finance Officer Ms. Free states that she has reviewed all audit bids and that she is recommending Mr. Rymon Wilborn for the 1990 audit. Councilperson Hawthorne moves to accept Mr. Wilborn's audit bid. Second to the motion Councilperson Fowler. Vote unanimous.

Work Detail Contract

City Manager Kathy Williamson states that the correctional institute is requesting the same agreement as the last three years. She also stated that we have purchased a van for \$800 to be used as a backup vehicle. Councilperson Hawthorne moves to accept and have the Mayor sign the agreement. Second to the motion Councilperson Queen. Vote unanimous.

Mayor Haggard amends agenda for Pat O'Connor of Button Gwinnett Landfill.

Mr. O'Connor states that there was an article written in the Gwinnett Daily News concerning 2 failing grades that the landfill received. Mr. O'Connor explains what the problems are and how they have been corrected. Mr. O'Connor states that he feels the landfill is being operated better than it ever has been. He thinks they are doing a great job at the landfill.

Pay Telephone for City Hall

Ms. Williamson states she is requesting a pay phone to be placed in city hall for the public to use. She was informed that there would be no charge for this service. Councilperson Queen thinks there is a monthly charge for this service. This matter tabled until city manager Kathy



GEORGIA DEPARTMENT OF CORRECTIONS

Floyd Veterans Memorial Building
Room 756 - East Tower
Atlanta, Georgia 30334

Bobby K. Whitworth
COMMISSIONER

April 12, 1991

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

Dear Ms. Williamson:

For a number of years, the State Department of Corrections has offered cities and counties the benefit of inmate work details at an annual cost of \$18,500.00. However, due to increased cost, the Department can no longer offer these services at that rate of compensation. Effective July 1, 1991, the cost of a work detail contract to any city or county choosing to contract with the Department will be \$23,000.00.

At present, actual cost to the Department for a detail supervisor is significantly greater than the amount currently being charged for the services provided by a work detail. With the increase, the Department will continue to absorb an average cost of approximately \$7,000.00 for each work detail contract negotiated.

In order to plan for fiscal year 1992, which begins July 1, 1991, it is important that we be made aware of each current work detail contractor's intent regarding contract renewal. To assist us, please review the enclosed form and have it signed by the Chairman of the Board of Commissioners/ Mayor. The form should be returned to the Department no later than May 1, 1991. Any questions regarding this letter, or work detail contracts in general, should be addressed to Mr. Jeff Lacks, 404-651-6914.

We look forward to working with you in the upcoming year.

Sincerely,

Bobby K. Whitworth
Commissioner

BKW:rrr

Enclosure

c: Mr. Jeff Lacks

LETTER OF INTENT

DATE:

TO: Jeff Lacks, Special Services
Georgia department Of Corrections
2 Martin Luther King Jr. Drive, S.W.
7th Floor, East Tower
Atlanta, Georgia 30334

As a duly Authorized Representative of the City \ County of _____, I would like to take this opportunity to declare our intent regarding the renewal of current Work Detail Contracts with the Georgia Department Of Corrections.

The following is a list of Work Detail Contracts that we intend to renew through another year effective 7-1-91.

1. _____
2. _____
3. _____
4. _____
5. _____

Please be advised that we intend to discontinue the use of the following Work Detail Contracts at the end of our current agreement effective 6-30-91.

1. _____
2. _____
3. _____
4. _____
5. _____

The above information is being provided at the request of the Georgia Department Of Corrections and is not intended to be a binding agreement.

Sincerely,

Signature _____

Name _____

County Commission Chairperson / Mayor



EMERGENCY CALLED COUNCIL MEETING
MONDAY, MAY 6, 1991
7:00 P.M.

A G E N D A

A) Golf Course Construction

Stonchenge

May 2, 1991



Mr. David Hawthorne
City Council of Sugar Hill
4988 West Broad St.
Sugar Hill, GA 30518

Reference: Treated Waste Water Ponds - L.A.S.

Dear Mr. Hawthorne:

The examination of the three constructed waste water ponds has been completed and we offer the following information and recommendations for your consideration. The source material used to determine the basic design consisted of: the Design Development Reports dated August, 1988; Golf Course Irrigation System Plans dated November 10, 1989 (revised June 8, 1990); and City of Sugar Hill Golf Course and Waste Water Facility plans dated May 29, 1989 (revised September 6, 1989).

The basic design of these four ponds was ostensibly to provide storage for a daily application of one million gallons of treated waste water onto designated areas of the golf course. A storage capacity of sixteen million gallons above normal water level of the ponds was also a necessary requirement for the treated waste water land application system. This additional capacity allows for storing of treated waste water for up to sixteen days during which no land application may take place due to wet weather conditions.

The as-built condition of the three ponds was evaluated on the basis of field survey data obtained during the month of April, 1991. The field surveys established the as-built pipe inverts and sizes, the location of the piping, the pond contour elevations and the pump wet well locations, invert elevations and top elevations.

Following is a tabulation of the three pond storage volumes as designed and as-built. The fourth pond - pond eight - is not included in this construction contract and therefore has not been built. The design volume is included for overall evaluations.

Tabulation of Treated Wastewater Pond Storage Volumes:

POND 2

Plan HWL 982.0
NWL 978.0
Volume 1,533,000
Gallon

As-Built HWL 983.0
NWL 977.0
Volume 1,873,000
Gallon

(diff.) + 340,000 Gallons

POND 3

Plan HWL 960.00
NWL 955.0
Volume 1,639,000
Gallon

As-Built HWL 962.0
NWL 957.5
Volume 1,272,000
Gallon

(diff.) - 367,000 Gallons

POND 5

Plan HWL 960.0
NWL 952.0
Volume 4,226,000
Gallons

* As-Built HWL 960.0
NWL 951.5
Volume 5,183,000
Gallons

POND 8

Plan HWL 965.0
NWL 957.0
Volume 8,039,000
Gallons

* The above tabulation of storage volume for pond 5 is dependent on the dam, pump house and wet well being completed to plan elevation. At this time the constructed elevations are approximately five to six feet low for three hundred feet, more or less, across the dam. This area includes the wet well and pump house. Without correcting the elevation of the above items the storage volume of this pond will be reduced by approximately one million gallons.

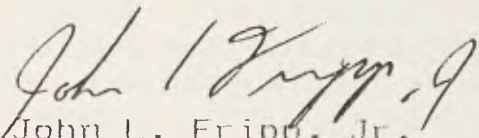
Page 3
May 2, 1991

Pond 3 liner is damaged in two places where storm water entered. These two areas, which are minor, should be repaired and the storm water diversion ditch should be repaired to prevent reoccurrence.

Pond 2 is almost empty at the time of observation and is assumed that the pond equalization valve is not operable. This valve and the telescoping valve must be in place and operating prior to filling the ponds from an exterior water source. The pond liner below influent pipe of pond 2 should be protected from erosion prior to pumping water to the ponds, also. A minimum width of twelve feet of stabilization fabric should be installed over the clay liner and ballasted with rip rap from the influent pipe to the bottom of the pond. Pallen Enterprises, Inc. 300 Stabilization Fabric, or approved equal, is recommended.

Sincerely,

STONEHENGE ENGINEERING CORPORATION



John L. Fripp, Jr.
Vice President

JLF/lvs

cc: Bob Boltz
Willard Byrd



May 6, 1991

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

Attention: Mr. Roger Everett

Dear Mr. Everett:

Following is our recommendation for pursuing possible boundary discrepancies, in view of recent findings that a portion of the cart path for No. 5 Red fairway, near its dogleg, apparently encroaches upon the National Park land by some 60' or so at one point. The total length of encroachment is approximately 425'. Clearing of trees extends several feet beyond this, and selective clearing was to extend further. Our findings are based on position of stakes for No. 5 Red, compared to corners found at each end of a boundary course which roughly parallels No. 5 Red, bearing South $88^{\circ}49'09''$ E, 1663.84'. The survey crew surveyed from the control points of No. 5 to these corners, and by computation, determined the control points and boundary points were in the correct relation (by grid coordinates) to each other.

It should be noted that this is in conflict with some trees which have a band of red paint, a few trees with faded flagging, and a faint cut line, which is possibly a survey traverse line (the cut line is not straight, as the boundary survey calls for).

This was discovered in the process of selecting a location for a proposed storm drain to relieve erosion problems in the vicinity of the landing area (dogleg). Plotting of the proposed sewer indicated the encroachment, and the additional field work described above was performed.

Page 2
May 6, 1991

Several golf holes, or portions of them, are adjacent to boundaries of the property:

No. 4 and 8 Red
No. 4, 5, and 6 White

Other items of concern are:

Dam for Wastewater Pond #3
Dam for Wastewater Pond #5
Clubhouse Road, adjacent to No. 9 Red
A discrepancy of deed dimensions near the most southeasterly corner of the property.
The southeasterly line of the proposed wastewater treatment plant site, for re-routing a proposed 6" water supply.
Verification of location of boundary in vicinity of proposed maintenance building.

These areas are noted in red on an attached reduced copy of the course (Exhibit "A").

Mr. Hawthorne directed us to prepare a budget estimate of the cost to check the encroachment problem on No. 5, prior to full realization of all the other needs. Our dilemma is that we have no idea where other problems may exist, and/or where errors may have been induced. Our recommendation is that we be authorized to prepare a certified boundary survey that would include all of the eighteen holes, practice range, clubhouse area, and entrance road. The westerly side of this survey would be primarily for closure purposes, and would probably be a traverse along parts of fairways 7 and 9 of the White Course, and then connecting to the south boundary. This estimates to be approximately 17,000 linear feet of boundary, and/or traverse. The survey would obviously include research for other survey markers, and would show all outer limits of clearing that has been done as part of the construction work, the toes of dams of ponds 3 and 5, and any pertinent features that are in close proximity of the boundary. Iron stakes will be set at all corners not found by the survey. The plat will be at scale of 1" = 100', suitable for reduction to half-scale.

We propose to perform this for \$0.39 per lineal foot, producing an estimated cost of \$6,630.00.

Page 3
May 6, 1991

The only alternate we can offer is to do "spot work in suspected areas, and we cannot predict when the efforts could cease. Our best guess is that this would not reach a satisfactory conclusion, in view of the fact that we have heard several times of "a fifty foot error" that has never been clearly defined.

Please advise.

Sincerely,

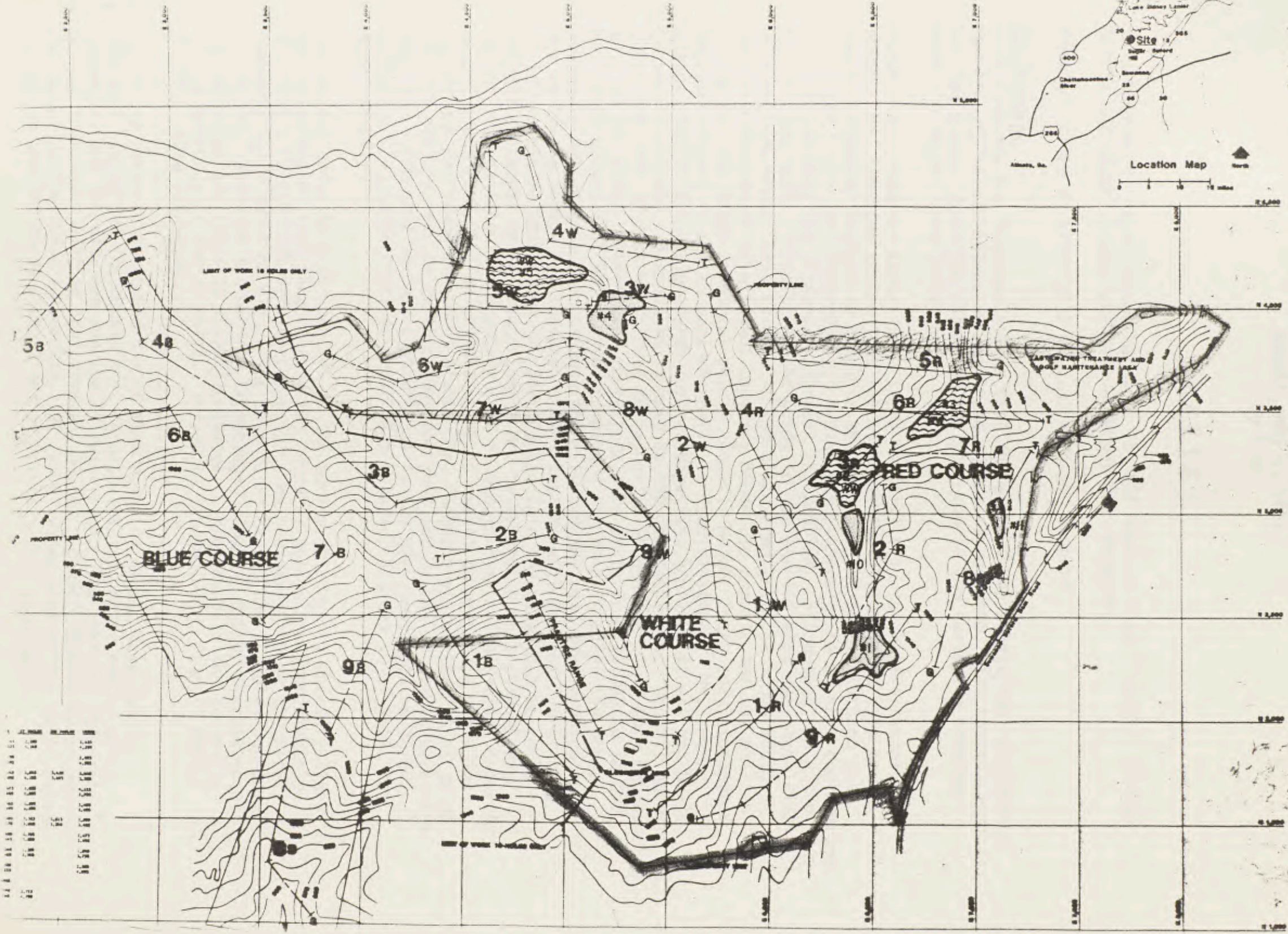
STONEHENGE ENGINEERING CORPORATION



Walton C. White
Executive Vice President

wcw/lvs

cc: Willard Byrd
Bob Boltz



FEET	METERS	FEET	METERS
0	0.00	10	3.05
10	3.05	20	6.10
20	6.10	30	9.14
30	9.14	40	12.19
40	12.19	50	15.24
50	15.24	60	18.29
60	18.29	70	21.34
70	21.34	80	24.38
80	24.38	90	27.43
90	27.43	100	30.48

EMERGENCY CALLED COUNCIL MEETING
MONDAY, MAY 6, 1991
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Roger Everett, Thomas Morris and Bobbie Queen, and City Attorney Lee Thompson.

Meeting called to order at 7:03 p.m. by Mayor Haggard.

Golf Course

City Attorney Lee Thompson states that there are three things that Stonehenge has brought to his attention that need immediate response. The three items are the ponds, obtaining water for the golf course and surveying problems. Refer to letter from Stonehenge.

Ponds - Mr. Thompson states that there is still silt in the freshwater ponds. Mr. Thompson states that the city has two choices; the city can require Exterior Designs to complete the ponds as the specifications say, since they were done incorrectly, or else pay Stonehenge to do more engineering work to see what can be done to correct the problem. Stonehenge was authorized by the city to do as-builts on the ponds to see exactly what the capacities of the ponds were. This is when it was discovered that the ponds would not hold the amount of effluent capacity needed to operate the one million gallon per day sewer treatment plant. Council Member Queen asks Stonehenge representatives if the #5 pond was built to specifications. Mr. Smith states that it was designed for correct capacity, however, it was not built to specifications. Discussion is held on the dam elevation. Council Member Queen asks how much it would cost to authorize Stonehenge to do more engineering work on the ponds. Stonehenge representatives state from \$1,000 to \$2,000. Mr. Smith states that Keck & Wood completed the as-builts for the ponds, but would not release them because the city had not paid some invoices due to Keck & Wood. Mr. Thompson states that he will contact Jim Stanley to try to obtain them since Mr. Stanley had told the city that we could request documents as we needed them. Mr. Smith states that pond #5 has one million gallons less capacity that it should have. The overall capacity of all ponds is 8 million gallons which is needed to operate a ½ million gallon per day sewer treatment plant. Mr. Thompson states that it is going to cost the city now or further down the road and he has no way to determine what the difference in this cost will be to the city, nor does he think we have a good paper trail to prove that Exterior Designs is at fault for pond capacity.

Discussion moves to discrepancies in the survey of property boundary lines. Mr. Smith states that they believe the boundary stakes are approximately 400 feet onto the Park Service property. The boundary line at the Pirkle property is in question also. The cost to re-survey the 18 holes boundary is \$6,630. Refer to letter from Stonehenge. Council Member Everett moves to authorize the funds to allow Stonehenge to proceed with the surveying of the boundary of the 18 holes. Second to the motion by Council Member Morris. Vote unanimous.

Clubhouse Manager Wade Queen states that water is needed desperately at the golf course and the county will furnish the tap, meter and backflow preventer and the city can run the 6" water line. The cost for materials to run this water line is approximately \$3,500. Council Member Queen moves to authorize the funds to run the 1120' of 6" water line at the golf course. Second to the motion by Council Member Morris. Vote unanimous.

EMERGENCY CALLED COUNCIL MEETING
MONDAY, MAY 6, 1991
MINUTES, CONT'D.
PAGE 2

Council Member Queen moves to authorize the funds (\$1,000-\$2,000) to allow Stonehenge to do the engineering work to prepare a change order on the irrigation system to get freshwater from pond #5 to pond #3. Second to the motion by Council Member Morris. Vote unanimous.

Stonehenge representatives state that the possibility of completing a topo survey was discussed at the meeting last Wednesday with Golf Course Liaison David Hawthorne. The lowest bid Stonehenge received for this survey was from Jack Berry & Associates at a cost of \$4,565. Mr. Thompson states that this may be beneficial to the city in the future in showing how much earth was moved during golf course construction. Council Member Morris moves to authorize the funds to allow Jack Berry & Associates to complete the topo survey for the city. Second to the motion by Council Member Everett. Vote unanimous.

Mr. Queen is recommending the Council authorize the funds to allow Stonehenge to complete engineering work on lowering the intake valve on the #5 pond. Council Member Queen moves to authorize the funds (\$1,000-\$2,000) to allow Stonehenge to complete the engineering work on the feasibility of lowering the intake valve on the #5 pond. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Queen is requesting the funds to put a load of surge stone at the inlet valve from Richland Creek to pond #2. The cost for the surge stone is approximately \$250. Council Member Morris moves to authorize the funds for this surge stone. Second to the motion by Council Member Everett. Vote unanimous.

Mr. Queen is requesting the funds to replace the Kawasaki Mule stolen at the golf course last week. Mr. Queen states that the insurance company has not yet paid off on the Mule and they cannot afford to wait on them. Council Member Everett moves to authorize the funds to purchase the Kawasaki Mule. Second to the motion by Council Member Morris. Vote unanimous.

Interim Mayor Pro-tem

Mayor Haggard recommends appointing an interim Mayor Pro-tem during the absence of Mayor Pro-tem David Hawthorne in the event that the Mayor cannot attend a meeting. Council Member Everett moves to appoint Council Member Thomas Morris as the interim Mayor Pro-tem during the absence of David Hawthorne. Second to the motion by Council Member Queen. Vote unanimous.

Meca Properties

City Manager Kathy Williamson states that she is planning a luncheon for the Meca Properties representatives for Thursday, May 9, at 12:30 p.m. and invites the Mayor and Council to attend.

Adjournment

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

Meeting adjourned at 9:10 p.m.

Judy A. Foster



MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
7:30 P.M.

A G E N D A

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

Committee Reports

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

Old Business

- A) Request to Replace Dogwood Hills Water Line

New Business

- A) Beer License Request
- B) Bids to Remove Cain House
- C) Request to Change Variance Fees
- D) GMEBS, WCSIF, & GIRMA Proxy for Annual Meeting

City Manager's Report

- A) Request for Supplies in Utility Department

Director of Golf's Report

- A) Update of Golf Course Construction

City Clerk's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
7:30 P.M.

MINUTES

Notice posted at 12:00 noon on Friday, May 10, 1991.

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

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

Moment of silence followed by pledge to the flag.

Minutes

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

Planning & Zoning Board

City Manager Kathy Williamson states that the Planning & Zoning Board did not meet last month.

Appeals Board

City Manager Kathy Williamson states that the Appeals Board did not meet last month.

Recreation Board

Council Member Queen states that the Sugar Hill Festival will be held this coming Saturday, May 18th, at the park. Ms. Queen states that there will be a 5K Run held at 8:00 a.m., a parade at 11:00 a.m., and a dance in the evening. There will be various other activities held throughout the day.

Budget & Finance

Director of Finance Sandy Richards presents the financial status report in the absence of Council Member Hawthorne. At the end of April, the General Fund is in a positive balance, the Sanitation Fund is almost at a positive balance, the Water, Gas and Sewer Funds all are in a positive balance and the Street & Bridge Fund is in a negative balance. Overall the budget is in a favorable balance and in a good position for this time of year.

Request to Replace Dogwood Hills Water Line

City Manager Kathy Williamson states that the engineers are reviewing the feasibility of this project and she will have more information for the Mayor and Council at a later date. Tabled.

Beer License Request

City Manager Kathy Williamson states that she is recommending the Council deny this request for the reasons outlined in her memo. Refer to memo. Robbie Payne, Manager of Craig's Thrift Shop, states that City Building Inspector Steve Kennedy came out last Friday and notified them that they did not have adequate parking, however, if they cleaned trash up around the building, that space could be used for parking. Ms. Payne states that the trash was cleaned up over the weekend, therefore, they now have adequate

**MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
MINUTES, CONT'D.
PAGE 2**

parking. Ms. Williamson states that the area that was cleaned out would have to be paved. Council Member Queen asks Ms. Payne how many parking spaces they have since the area was cleaned out. Ms. Payne states that they have a total of 10 parking spaces now. Ms. Williamson states that she feels the shop will receive more than 20% of their gross revenues from beer sales and that is against city ordinance. Resident Jim Butler asks why this is a city ordinance because if you had a package store, that would be 100% of your revenues. Council Member Morris states that you cannot operate a package store in Sugar Hill, beer and/or wine can only be sold in a convenience store or grocery store. Ms. Williamson states that she will give them the guidelines they need to follow. Kermit Payne states that the city building inspector checked azimuths from telephone poles and that is not the correct way to do that. Council Member Morris moves to table this matter in order for the city to check the parking and right of ways. Second to the motion by Council Member Queen. Vote unanimous.

Bids to Remove Cain House

City Manager Kathy Williamson states that this matter has gone to city court and the owners were given 30 days to remove the house. However, nothing has been done and the Health Department is pressuring the city to remove the house since it is a health hazard. Ms. Williamson states that the city requested bids from three local contractors and only two bid on the project. City Clerk Judy Foster opens the bids. The first bid is from Richard Pugh Grading for \$1,800 and the second bid is from D.D.R. for \$2,280. Council Member Everett moves to authorize Richard Pugh Grading to remove the house on Second Avenue at a cost of \$1,800. Second to the motion by Council Member Morris. Vote unanimous.

Request to Change Variance Fees

City Manager Kathy Williamson states that the city building inspector is requesting variance fees be increased from \$50.00 per variance to \$150.00 per variance, which is what the county and City of Buford charges. The reason for this increase is to help reduce the amount of variances applied for each month. Council Member Queen moves to change the variance fee, as requested, from \$50.00 to \$150.00 per variance. Second to the motion by Council Member Morris. Vote unanimous.

GMEBS, WCSIF, & GIRMA Proxy for Annual Meeting

Council Member Queen moves to authorize the Mayor to sign the proxy giving City Manager James Calvin of Toccoa and/or Mayor Ed Cannington of Lumpkin the authority to vote on behalf of the City of Sugar Hill at the Annual Meeting of GMEBS, WCSIF & GIRMA to be held on Saturday, June 23, 1991 in Savannah. Second to the motion by Council Member Everett. Vote unanimous.

Request for Supplies in Utility Department

City Manager Kathy Williamson states that the Utility Department is in need of supplies totaling \$959.25. Refer to memo. Council Member Morris moves to authorize the funds to purchase these items. Second to the motion by Council Member Everett. Vote unanimous.

MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
MINUTES, CONT'D.
PAGE 3

Transco Meeting

City Manager Kathy Williamson states that she would like to attend the Transco Meeting on May 22-23, 1991, in order to try to obtain a new take line for the city which does not have Atlanta Gas Light or the City of Buford on it. Council Member Queen moves to allow the city manager to attend the meeting. Second to the motion by Council Member Morris. Vote unanimous.

Update of Golf Course Construction

Clubhouse Manager Wade Queen gives the update in the absence of the director of golf. Mr. Queen states that the rain has caused some problems at the golf course, however, they are about 50% complete with the irrigation system. The equipment is on site to begin removing silt from the lakes and they will soon be bidding out for grassing of the golf course. Mr. Queen invites the public to come tour the golf course.

Council Reports

Council Member Morris invites the public to attend the festival this coming Saturday.

Mayor Haggard also invites the public to tour the golf course.

Citizen's Comments

Lance Anderson is a resident of Spring Hill Plantation and he is the spokesperson for several homeowners in that subdivision who are dissatisfied with the performance of Jewel Gooch, the developer of that subdivision. Mr. Anderson states that Mr. Gooch has been abusive to him and several other homeowners during their encounters with him and he has refused to make any corrections to problems on the houses he sold to these homeowners. Mr. Anderson states that there are 5 or 6 homeowners present tonight and there are even more that are dissatisfied. Mr. Anderson states that he has not met anyone who has purchased a house from Mr. Gooch that was satisfied and they are asking the Mayor and Council for assistance in this matter. City Manager Kathy Williamson states that she has met with Ms. Payne from Spring Hill Plantation and the problems they are talking about, seem to be mainly cosmetic problems, things that make a house a home. Ms. Williamson states that Mr. Gooch has complied with the city ordinances and so she suggested to Ms. Payne to bring this matter to the attention of the City Council since Mr. Gooch has plans coming before them next month. Mr. Anderson suggests the City Council question Mr. Gooch about this when he comes before them to have his plans approved because he feels that Mr. Gooch should correct these problems before he makes more problems in a new subdivision. Resident Herb Payne states that Mr. Gooch told him that he would not correct anything Mr. Payne found in the final walk through and Mr. Payne was forced to sign an affidavit at closing saying he would not bring a complaint against Mr. Gooch for not correcting these problems. Mr. Payne states that Mr. Gooch told him if he did not like his house, he could get out of Sugar Hill and he would sell it to someone else. Resident Jim Butler states that he was the third homeowner to buy in Spring Hill Plantation and he purchased his home from Jewel Gooch and he states that he learned not to push Mr. Gooch or you will not get anything out of him. Mr. Payne states that he has been very genial to Mr. Gooch, to no avail. Mayor Haggard recommends the

**MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
MINUTES, CONT'D.
PAGE 4**

homeowners meet with Mr. Gooch and have only one spokesperson and the City Manager, Building Inspector and Council Member Morris would meet with them also to try to get this matter worked out before the Council Meeting next month. The homeowners are in agreement. Council Member Morris asks the homeowners to present him with a complaint for each lot in the subdivision in order for him to review it before the meeting with Mr. Gooch. A resident states that John Stone built his house and he has no problems with Mr. Stone, however, there are three houses surrounding his house that drains into his back yard and Mr. Gooch built all three of those houses.

Robbie Payne asks what guidelines do the inspectors follow. Council Member Morris states that the Southern Building Code is followed by the city building inspectors.

A resident states that he called Building Inspector Steve Kennedy and asked if it was necessary to use felt paper on the roof before putting down shingles and Mr. Kennedy could not give him an answer, he only said half the people do and half the people don't. Council Member Morris states that this is because you are not required to do so, it is simply your preference.

Jim Butler states that he has been trying to have a fire hydrant repaired in the Spring Hill Plantation Subdivision for 5 months, to no avail. He states that he was told that Gwinnett County Water Department would have to repair it and he has contacted them 5 times and they keep saying they will be out to repair the hydrant but they have not yet. Mr. Butler is asking the city for assistance in this matter. Council Member Morris states that the fire hydrant is in the City of Sugar Hill and it is our responsibility. City Manager Kathy Williamson states that she will look into the matter.

Jim Stanley, President of Keck & Wood, Inc., states that he would like to go over some outstanding invoices in which the city has requested more detail. Mr. Stanley states that these invoices are for general consulting services for plan reviews, consultations with people the city has referred to them, etc. Mr. Stanley states that he submitted the first invoice to the city in January 1991. He then received a letter from the city asking for detail on the invoice. Mr. Stanley states that he then researched the detail and forwarded that to the city in February 1991. Mr. Stanley states that last week, he received a partial payment for the invoice along with a letter asking for even more detail. Mr. Stanley states that this is the only detail he has and he would like to go over the invoice item by item to answer any questions the city may have. Mr. Stanley goes over the list of invoices the city did not pay and answers questions accordingly. Refer to invoice and letter from city dated May 3, 1991. Mr. Stanley states that he would like to settle this matter immediately. Mayor Haggard asks Mr. Stanley why the zoning map cost so much. Mr. Stanley stated that he did not realize the map would become so detailed and that so much work would go into it. Council Member Queen states that when Mr. Stanley saw the zoning map was going to become expensive to update, he should have come to the Council to vote on it since he had told the city clerk the cost would be minimal. Mr. Stanley agrees and negotiates the price of \$1,727.24 for the map, which is only direct labor costs. This would bring

MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
MINUTES, CONT'D.
PAGE 5

the balance due on this invoice to \$6,357.10. Council Member Queen moves to authorize payment of \$6,357.10 to Keck & Wood for the balance of this invoice. Second to the motion by Council Member Everett. Vote 2 for, 2 opposed - Council Members Davis and Morris. Mayor Haggard has to break the tie and votes in favor of the motion. Motion carried 3 to 2.

Recess

Council Member Morris moves to recess into a Personnel Meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting recessed at 9:37 p.m.

Meeting reconvened at 10:00 p.m.

Security System for Golf Course

Clubhouse Manager Wade Queen states that the Council approved the funds for a security system for the maintenance building, however, the system can be expanded for \$350 more to secure the equipment stored in the open part of the building. Council Member Morris moves to authorize the funds to expand this security system. Second to the motion by Council Member Queen. Vote unanimous.

Drainage Problems at Golf Course

Clubhouse Manager Wade Queen states that there needs to be more drainage control on #5 Red and #2 White Course. Mr. Queen states that he took unit prices from the contract with Exterior Designs, however, he feels he can get it done for less than that. Refer to report. The estimated cost for both would be \$21,700. Council Member Queen states that these funds were not budgeted for this year. Council Member Morris moves to authorize the funds to correct these drainage problems. Second to the motion by Council Member Everett. Vote unanimous.

Pond #5

John Fripp, with Stonehenge, states that the dam at pond #5 needs to be raised 3 feet. The wet well and transformer will have to be raised also. Mr. Fripp states that he needs authorization to utilize another contractor if Exterior Design refuses to do this. The cost will be approximately \$1,500. Council Member Davis moves to authorize the funds to raise the dam, wet well and transformer. Second to the motion by Council Member Morris. Vote unanimous.

Bent Creek - Interceptor Lines

City Manager Kathy Williamson states that she needs authorization to install 2,450' of sewer interceptor lines through the lots in Phase 3 of Bent Creek before the houses are built. The cost will be approximately \$4,305. Council Member Queen moves to authorize the funds to run this sewer interceptor line through Bent Creek Phase 3. Second to the motion by Council Member Everett. Vote unanimous.

City Manager Kathy Williamson asks the Council if there is a problem with her utilizing Hayes, James & Associates to do the engineering work for

MAYOR & COUNCIL MEETING
MONDAY, MAY 13, 1991
MINUTES, CONT'D.
PAGE 6

the improvements to the Creek Lane liftstation since she has not yet made a recommendation for a new engineer. General consensus to utilize Hayes, James & Associates for this project.

City Manager Kathy Williamson states that she would like to have Tuesday, May 28, 1991, off for a vacation day. General consensus among the Council to allow the city manager off that day.

Adjournment

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

Meeting adjourned at 10:30 p.m.

Judy L. Foster



Gwinnett Utilities, Inc.

WATER AND SEWER SUPPLIES

P.O. Box 432
Snellville, Georgia 30278
(404) 972-6901
FAX (404) 972-7362

2020 Baker Road
Kennesaw, Georgia 30144
(404) 429-0502
FAX (404) 429-0225

QUOTATION

CUSTOMER:

PROJECT LOCATION:

Sugar Hill
4988 W. BROAD ST

Prices Quoted F.O.B.: City of Sugar Hill, GA. Quote Expiration Date: 5-1-91

Date: 4-5-91 Terms: NET 30 Salesman: JACK L. BENSON

Quantity	Description	Unit Price	Amount
2000'	8" C-900 PUL WATER PIPE	3.86'	7720. ⁰⁰
4	4 1/2" VO 4'-0" Bury M&H HYDRANT	545. ⁰⁰	2180. ⁰⁰
4	8" X 6" MJ HYDRANT TEE	90. ⁰⁰	360. ⁰⁰
4	6" MJ GATE VALVE	180. ⁰⁰	720. ⁰⁰
4	24" X 36" CI VALVE BOXES	20. ⁰⁰	80. ⁰⁰
1	8" MJ SOLID CAP	21. ⁰⁰	21. ⁰⁰
	Total		11,081. ⁰⁰

Thank You,
Jack L. Benson

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: MAY 13, 1991
RE: BEER LICENSE REQUEST

The owners of Craig's Thrift Shop, located at 5187 Highway 20 in Sugar Hill, have requested permission to sell beer at that location.

My recommendation is to deny the request due to the following problems:

- 1) There is not adequate parking at this location for the increase in business they will receive.
- 2) There would be confusion at the intersection of Highway 20 and Sycamore Road because of cars pulling into this location and could cause traffic accidents. The owners of this property have already complained of cars turning through their parking lot as a shortcut to get onto Sycamore Road.
- 3) The Ordinance states that the sale of beer and/or wine cannot exceed 20% of the gross receipts for that place of business, and it is my impression that this will occur.

Attached is a copy of the letter of request for the beer license.

4-18-91

Dear Sir,

I Robin Craig, wish to apply for a Beer
License, to sell at my place of business,
at 5187 Hwy 20 Sugar Hill, GA, 30518
I would consider it an utmost and
especially important to all, if I may
sell to our community, we have had
number of people ask us to,
to provide the people of our
community with the Beer,
Thank you for your support, Thank you
very much.

Mrs. Robin Craig,

P.S. I would like to be at your
next board meeting. Please let me know

945-4867

Richard Hugh Grading, Inc.
1390 Hidden Circle
Sugar Hill, GA 30518

Turning down and rendering trash.

\$1800.00 - carry everything to Sugar Hill
Dump

Thanks

Richard Byr

STATEMENT

FROM D.D.R. Inc

945-4263 - 271-9444 316-4325

4/30/1991

to City of Sugar Hill

ADDRESS Mitchel House

CITY

TERMS

ORDER NO.

Loader & Trucks		2,280.	<u>00</u>
City to PAY Dumping			
Fees At Dump			

Scribbletext

Scribbletext

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: Mayor and Council
FROM: Steve L. Kennedy
RE: Variance Fee Changed
DATE: April 23, 1991

Steve L. Kennedy (Chief Building Inspector) is requesting that the policy be changed on variance request fees from \$50.00 (what we charge now) to (\$150.00) for each variance request. Steve states that this charge is still less than what the County charges. If we charge a higher price it may keep these builders from having to request so many variances.



**GEORGIA
MUNICIPAL
ASSOCIATION**

Risk Management and Employee Benefit Services

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

MEMORANDUM

April 26, 1991

TO: Members of the Georgia Municipal Employees Benefit System
GMA Workers' Compensation Self-Insurance Fund
Georgia Interlocal Risk Management Agency

FROM: James V. Burgess, Jr., Secretary-Treasurer

RE: Annual Meeting of the Membership

This is to inform you that the annual meeting of the membership of the Georgia Municipal Employees Benefit System (GMEBS), GMA Workers' Compensation Self-Insurance Fund (WCSIF), and Georgia Interlocal Risk Management Agency (GIRMA) has been scheduled for 1:00 p.m., Sunday, June 23 in Savannah, Georgia in conjunction with the GMA Annual Convention. The meeting will be held at the Savannah Convention Center in the Hall of Fame Room.

The purpose of the annual meeting will be to provide the membership with an update on activities that occurred during the past year for each employee benefit and risk management program and to give the membership a status report on the financial condition of each program. There will also be an election to fill expiring positions on the boards of trustees.

Please complete and return the enclosed proxy in the self-addressed envelope at your earliest convenience.

If you have any questions concerning the annual meeting of the membership, please do not hesitate to contact Ms. Debra Y. Milton or Mr. Cal Wray of the GMA staff.

Enclosures: Self-addressed envelope
Proxy

OFFICERS

James A. Calvin
Chairman
City Manager, Toccoa
Ed Cannington, Jr.
Vice Chairman
Mayor, Lumpkin
James V. Burgess, Jr.
Secretary-Treasurer
GMA Executive Director

TRUSTEES

Johnson W. Brown
Mayor
Chamblee
Sonya Carter
City Administrator
Union City
Luther Conyers, Jr.
Councilmember
Bainbridge
Jerry Cutrer
Councilmember
Roswell
Dorothy Gilson
Councilmember
Sylvania
Ken Hammons
City Manager
Dublin
Helen Hudson
Mayor
Sparta
Martha Kennedy
Commissioner
Rome
Bob Knox, Jr.
Mayor
Thomson
Francea McDaniel
City Clerk
Byron
Bain Proctor
City Commissioner
Griffin
Tracy P. Stallings
Mayor
Carrollton
Emory Stephens
City Manager
Dahlonega

GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
WORKERS' COMPENSATION SELF-INSURANCE FUND
AND
GEORGIA INTERLOCAL RISK MANAGEMENT AGENCY

201 Pryor Street, S. W.,

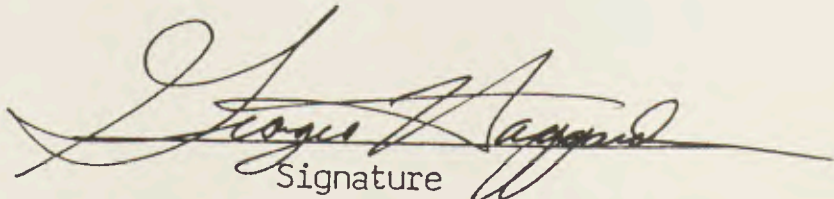
ATLANTA, GEORGIA

ANNUAL MEETING PROXY

Know all men by these presents, that I, George Haggard,
designated representative for the City (Town) of Sugar Hill,
Georgia, do hereby constitute and appoint City Manager James Calvin of Toccoa,
Georgia and/or Mayor Ed Cannington of Lumpkin, Georgia, or either of them, as
my agent and proxy to attend the Annual Meeting of the Membership of the
Georgia Municipal Employees Benefit System (GMEBS), Workers' Compensation
Self-Insurance Fund (WCSIF), and Georgia Interlocal Risk Management Agency
(GIRMA) to be held on Sunday, June 23, 1991, in Savannah,
Georgia, or any continuation or adjournment thereof, with full power to vote
and act for me to the same extent that I might, were I personally present,
giving to City Manager James Calvin and Mayor Ed Cannington full power of
substitution and revocation. This proxy is to continue in force until such
time as the meeting is concluded.

I understand that by giving this proxy, I retain the power to revoke said
proxy at any time before it is voted, and that any proxy which is not revoked
will be voted at the meeting.

In witness thereof, I have hereunto set my hand and seal, this 13th day
of May, 1991.


Signature

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: UTILITIES SUPERVISOR
DATE: MAY 13, 1991
RE: SUPPLIES FOR UTILITY DEPARTMENT

The Utility Department is in need of the following items:

2 - 4"x12" wrap around saddles @ \$64.00 each.....	\$128.00
2 - 2"x12" wrap around saddles @ \$45.00 each.....	\$ 90.00
50 - 5/8" permasert couplings @ \$5.90 each.....	\$295.00
35 - water meter stops @ \$12.75 each.....	\$446.25
Total Amount Requested.....	\$959.25

These prices were the lowest prices quoted to the city. We are requesting the above mentioned amount for these supplies.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



May 3, 1991

Mr. Jim Stanley, President
Keck & Wood, Inc.
3722 Pleasantdale Road
Atlanta, GA 30340

Re: Keck & Wood Billing for
Services to City of Sugar Hill

Dear Mr. Stanley:

Enclosed is payment for some of the invoices presented to the City.
Each invoice is addressed as follows:

LETTER DATED APRIL 10, 1991

General Fund (910108.10)

- 1) Paid \$42.65 - 2/14/91 - W. J. Dodd
- 2) Paid \$255.83 - 2/20/91 - Gas System Revenue
- 3) Need location of liftstation and who consultation was with.

Subtotal of General Fund - \$298.48 Paid

Water & Sewer Fund (9101108.20)

- 1) Paid \$42.65 - Consultation Lanier Middle School Sewer
- 2) Paid \$265.50 - Ross Lynn liftstation inspection for Bent Creek

Subtotal of Water & Sewer Fund - \$308.15 Paid

Total Paid for Invoices Submitted in Letter Dated 4/10/91 -
\$606.63.

LETTER DATED FEBRUARY 18, 1991

- 1) Paid \$276.00 - Lanier Middle School Sewerage Service
- 2) Paid \$92.00 - Dr. Davis Medical Building Plan Review
- 3) Paid \$138.00 - Consultation Highway 23 Sewer
- 4) Need information on which development and Jean Wood.
- 5) Paid \$92.00 - Consultation Drainage Owen Circle
- 6) Paid \$92.00 - Robinson Easement
- 7) Paid \$46.00 - Consultation Drainage Hidden Circle
- 8) N/C
- 9) N/C
- 10) Need more information.
- 11) Paid \$92.00 - Bryant Convenience Store
- 12) Need more information.
- 13) Paid \$92.00 - Auto Industrial Marine Review
- 14) Paid \$92.00 - Parkview East Cul-de-sac Review
- 15) Paid \$248.88 - Re-setting pressure limits at water pumping station

- 16) Paid \$92.00 - Review of Forsyth Medical Center
- 17) Paid \$39.70 - 8/8/90
Paid \$19.85 - 9/6/90
Paid \$17.06 - 9/21/90
Please submit more information on the other dates listed.
- 18) Paid \$85.28 - Kennedy Auto Plan Review
- 19) Need more information.
- 20) Double Billed Reference Dated 9/6/90 #17 Paid
- 21) Need more information.
- 22) Paid \$85.28 - GEFA Loan
- 23) Need more information.
- 24) Need more information.
- 25) Paid \$85.28 - Lakefield Manor Review
No reference on review dated 9/19/90.
- 26) Need more information.
- 27) Paid \$213.20 - Hilltop Drainage.
- 28) Paid \$85.28 - Sugar Hill Business Park Review
- 29) Need more information.
- 30) N/C
- 31) Paid \$42.65 - Rankin Smith Property Zoning
- 32) Need more information.
- 33) Paid \$170.55 - Landfill Meeting
Mr. Stanley & Mr. Corbin's hours should be included in design cost for Richland Creek Interceptor.
- 34) Paid \$341.10 - Breedlove Development Review
- 35) Paid \$85.28 - Penn Clark Consultation
- 36) Need more information.
- 37) Need more information.
- 38) Need more information.
- 39) Already paid.
- 40) Not authorized.

Subtotal for Letter Dated 2/18/91 - \$2,623.39
Subtotal for Letter Dated 4/10/91 - \$ 606.63
Total Paid - \$3,230.02

The total on the letter dated February 18, 1991 was calculated incorrectly. On the invoices not paid, additional information is required to review for payment. Invoices that are not presented to the City within 30 days of performed services are subject for non-payment, unless proper documentation for back-up is included with the invoice.

Other invoices from Keck & Wood are being reviewed by the City at this time.

Sincerely,



Sandra Richards
Director of Finance

KECK & WOOD, INC.

ENGINEERS • DESIGNERS
MANAGERS • PLANNERS
COMPUTER SPECIALISTS

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

February 18, 1991

Mrs. Kathy Williamson
City Manager
4988 W. Broad Street
Sugar Hill, Georgia 30518

RE: General Consulting Services - 1990
Our Reference Nos. 900108.10 General Fund
900108.20 Water & Sewer
Fund
900108.30 CAD Mapping

Dear Mrs. Williamson:

Enclosed are three invoices for General Consulting services rendered under our project number 900108 during the period beginning January 14, 1990 and ending January 12, 1991. These invoices were originally submitted January 30, 1991 but were returned to Keck & Wood for additional supporting detail. Accordingly, I have expanded each work item to include the employee, hours, direct labor costs, and dates work was performed. Total changes for each activity equal 2.5 times direct labor, plus reimbursable expenses. As requested, the billings have been subdivided into General Fund, Water and Sewer Fund, and CAD Mapping activities. Specific services rendered during this period of time include the following:

1. Lanier Middle School sanitary sewerage service consultations with School Architect.

1/15/90	Stanley	2.0 @ \$36.80 =	\$ 73.60
1/18/90	Stanley	1.0 @ \$36.80 =	<u>\$ 36.80</u>
			\$110.40 x 2.5 = \$276.00

2. Review development plans for Dr. Davis medical building.

1/18/90	Stanley	1.0 @ \$36.80 =	<u>\$ 36.80</u>
			\$ 36.80 x 2.5 = \$ 92.00

3. Consultations regarding Highway 23 sanitary sewers to allow elimination of pumping station.

2/07/90	Stanley	1.0 @ \$36.80 =	\$ 36.80
2/13/90	Stanley	0.5 @ \$36.80 =	<u>\$ 18.40</u>
			\$ 55.20 x 2.5 = \$138.00

4. Response to developer, Jean Wood, questions on City development requirements.

$$2/13/90 \text{ Stanley } 0.5 @ \$36.80 = \underline{\$ 18.40}$$
$$\$ 18.40 \times 2.5 = \$ 46.00$$

5. Consultations regarding storm drainage problems on Owen Circle.

$$2/15/90 \text{ Stanley } 1.0 @ \$36.80 = \underline{\$ 36.80}$$
$$\$ 36.80 \times 2.5 = \$ 92.00$$

6. Assist City attorney in review of Robinson easement across Golf property.

$$2/14/90 \text{ Stanley } 1.0 @ \$36.80 = \underline{\$ 36.80}$$
$$\$ 36.80 \times 2.5 = \$ 92.00$$

7. Consultations regarding storm drainage problems on Hidden Circle Drive at Shelby Brannon property.

$$2/20/90 \text{ Stanley } 0.5 @ \$36.80 = \underline{\$ 73.60}$$
$$\$ 73.60 \times 2.5 = \$184.00$$

8. Consultations regarding storm drainage problems at 1262 Frontier Drive.

No charges.

9. Consultations regarding storm drainage at the end of Wansley Street.

No charges.

10. Consultations regarding storm drainage at The Lakes subdivision.

$$3/06/90 \text{ Stanley } 1.0 @ \$36.80 = \underline{\$ 36.80}$$
$$\$ 36.80 \times 2.5 = \$ 92.00$$

11. Review development plans for Bryant convenience store on Highway 20.

$$3/19/90 \text{ Stanley } 1.0 @ \$36.80 = \underline{\$ 36.80}$$
$$\$ 36.80 \times 2.5 = \$ 92.00$$

12. Consultations regarding rights-of-way on Wages Way.

$$4/05/90 \text{ Stanley } 1.0 @ \$36.80 = \underline{\$ 36.80}$$
$$\$ 36.80 \times 2.5 = \$ 92.00$$

13. Development Plans review for Auto Industrial Marine.

4/19/90 Stanley 1.0 \$36.80 = \$ 36.80
\$ 36.80 x 2.5 = \$ 92.00 ✓

14. Consultations regarding cul-de-sac requirements at Park View Subdivision.

4/27/90 Stanley 1.0 @ \$36.80 = \$ 36.80
\$ 36.80 x 2.5 = \$ 92.00 ✓

15. Assist in re-setting pressure limits for water boosting pumping station.

2/13/90 Moffitt 2.5 @ \$25.10 = \$ 62.75
5/03/90 Stanley 1.0 @ \$36.80 = \$ 36.80
\$ 99.55 x 2.5 = \$248.88

16. Development Plan review for Forsyth Medical Center.

5/17/90 Stanley 1.0 @ \$36.80 = \$ 36.80
\$ 36.80 x 2.5 = \$ 92.00 ✓

17. Development Plans review for Bent Creek Subdivision Phase IV. Multiple submittals and revisions.

8/08/90 T. Corbin 2.0 @ \$19.85 = \$ 39.70
8/09/90 T. Corbin 2.0 @ \$19.85 = \$ 39.70
9/11/90 T. Corbin 1.0 @ \$19.85 = \$ 19.85
9/05/90 T. Corbin 1.0 @ \$19.85 = \$ 19.85
9/06/90 T. Corbin 1.0 @ \$19.85 = \$ 19.85
9/07/90 T. Corbin 0.5 @ \$19.85 = \$ 9.93
9/09/90 Stanley 1.0 @ \$34.11 = \$ 34.11
9/21/90 Stanley 0.5 @ \$34.11 = \$ 17.06
10/1/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$217.11 x 2.5 = \$542.78 ✓

18. Development Plan review for Kennedy Auto.

8/31/90 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28 ✓

19. Consultations with Rick Emkey regarding available Fire Protection for AIM Warehouse at Commerce Park.

8/24/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 17.06 x 2.5 = \$ 42.65 ✓

20. Consultations and letter of recommendation regarding use of aluminized drainage pipe at Bent Creek subdivision.

9/06/90 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28

21. Development plan review of Lakefield Manor subdivision.

9/06/90 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28

22. Consultations with regard to GEFA loan assistance.

9/06/90 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28

23. Consultation with Jeff Boyle of Development Consultants Group regarding grading at Industrial Site.

9/10/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 17.06 x 2.5 = \$ 42.65

24. Consultations with regard to required paved inverts for culverts in Bent Creek subdivision.

7/02/90 Stanley 1.0 @ \$37.90 = \$ 37.90
9/19/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 54.96 x 2.5 = \$137.40

25. Development Plans review for re-submittal of Lakefield Manor subdivision.

9/19/90 Stanley 1.0 @ \$34.11 = \$ 34.11
9/21/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 51.17 x 2.5 = \$127.93

26. Consultations with regard to proposed subdivision of C.I. White property, for Jimmy Greeson.

10/01/90 Stanley 0.5 @ \$34.11 = \$ 17.06
10/04/90 Stanley 1.0 @ \$34.11 = \$ 34.11
10/05/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 68.23 x 2.5 = \$170.58

27. Consultations with Tom Gambino regarding drainage problems at Hilltop Shopping Water.

10/04/90 Stanley 0.5 @ \$34.11 = \$ 17.06
10/11/90 Stanley 2.0 @ \$34.11 = \$ 68.22
\$ 85.28 x 2.5 = \$213.20

28. Development Plan review for Sugar Hill Business Park. ✓

10/11/90 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$85.28

29. Development Plans review for Rudy Bowen subdivision. ✓

10/22/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 17.06 x 2.5 = \$ 42.65

30. Discussions with Spurgeon Richardson with regard to water supply pressure for Hillcrest subdivision.

No charges.

31. Consultations with Gary Hoops with Reece, Hoops & Fincher regarding land annexation of Rankin Smith property and Planned Unit Development.

11/31/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 17.06 x 2.5 = \$ 42.65

32. Meeting with Mr. Linton regarding sewer service to proposed development.

10/29/90 Stanley 0.5 @ \$34.11 = \$ 17.06
\$ 17.06 x 2.5 = \$ 42.65

33. Consultations with regard to landfill expansion and sanitary sewers through landfill area.

7/20/90 T. Corbin 4.0 @ \$19.85 = \$ 79.40
7/26/90 T. Corbin 2.0 @ \$19.85 = \$ 39.70
12/6/90 Stanley 2.0 @ \$34.11 = \$ 68.22
\$187.32 x 2.5 = \$468.30

34. Development Plan review for Ed Breedlove Subdivision, and follow-up meeting with Breedlove and his engineers.

12/31/90 Stanley 2.0 @ \$34.11 = \$ 68.22
1/09/91 Stanley 2.0 @ \$34.11 = \$ 68.22
\$136.44 x 2.5 = \$341.10

35. Consultations with Penn Clark regarding annexation of land and sewer service for property on Whitehead Road.

12/18/90 Stanley 1/0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28

36. Utility billing computer program modifications.

2/13/90 Robinson 1.5 @ \$19.76 = \$ 29.64
2/14/90 Robinson 1.5 @ \$19.76 = \$ 29.64
\$ 59.28 x 2.5 = \$148.20

37. Pumping Station Inspection.

2/28/90 McWhorter 5.0 @ \$9.80 = \$ 49.00
\$ 49.00 x 2.5 = \$122.50

38. Consultations with Cunningham, Moreland, Lanier regarding development on Level Creek Road.

1/07/91 Stanley 1.0 @ \$34.11 = \$ 34.11
\$ 34.11 x 2.5 = \$ 85.28

39. Consultation with Mayor and Council regarding Moreland challenge to Wastewater Facilities.

1/22/90 Stanley 3.0 @ \$36.80 = \$110.40
1/23/90 Stanley 8.0 @ \$36.80 = \$294.40
1/24/90 Stanley 2.0 @ \$36.80 = \$ 73.60
\$478.40 x 2.5 = \$1,196.00

40. Computerized Zoning Map, Utility Map updates, and additional copies of Computerized City Maps.

10/08/90 Gottschalk 1.0 @ \$11.05 = \$ 11.05
10/15/90 Richards 2.0 @ \$19.25 = \$ 38.50
10/16/90 Richards 2.0 @ \$19.25 = \$ 38.50
10/03/90 Gottschalk 2.5 @ \$11.05 = \$ 27.63
10/04/90 Gottschalk 3.5 @ \$11.05 = \$ 38.68
10/05/90 Gottschalk 4.0 @ \$11.05 = \$ 44.20
9/13/90 Richards 1.0 @ \$19.25 = \$ 19.25
9/14/90 Richards 1.0 @ \$19.25 = \$ 19.25
9/12/90 Gottschalk 2.0 @ \$11.05 = \$ 22.10
9/14/90 Gottschalk 1.0 @ \$11.05 = \$ 11.05
9/17/90 Gottschalk 3.0 @ \$11.05 = \$ 33.15
9/19/90 Gottschalk 4.0 @ \$11.05 = \$ 44.20
9/20/90 Gottschalk 2.5 @ \$11.05 = \$ 27.63
9/21/90 Gottschalk 1.5 @ \$11.05 = \$ 16.58
8/29/90 Stone 2.0 @ \$ 6.00 = \$ 12.00
8/30/90 Stone 1.0 @ \$ 6.00 = \$ 6.00
9/05/90 Gottschalk 0.5 @ \$11.05 = \$ 5.53
9/06/90 Gottschalk 3.5 @ \$11.05 = \$ 38.68
9/07/90 Gottschalk 3.0 @ \$11.05 = \$ 33.15
8/02/90 Gottschalk 1.5 @ \$11.05 = \$ 16.58
8/06/90 Gottschalk 3.5 @ \$11.05 = \$ 38.68
8/08/90 Gottschalk 2.15 @ \$11.05 = \$ 23.76

8/09/90	Gottschalk	4.0	@	\$11.05	=	\$ 44.20
8/10/90	Gottschalk	6.0	@	\$11.05	=	\$ 66.30
8/17/90	Richards	1.0	@	\$19.25	=	\$ 19.25
8/18/90	Richards	1.0	@	\$19.25	=	\$ 19.25
8/24/90	Stone	3.0	@	\$ 6.00	=	\$ 18.00
8/13/90	Gottschalk	4.0	@	\$11.05	=	\$ 44.20
8/14/90	Gottschalk	4.0	@	\$11.05	=	\$ 44.20
8/16/90	Gottschalk	7.0	@	\$11.05	=	\$ 77.35
8/17/90	Gottschalk	2.5	@	\$11.05	=	\$ 27.63
8/20/90	Gottschalk	7.0	@	\$11.05	=	\$ 77.35
8/21/90	Gottschalk	8.0	@	\$11.05	=	\$ 88.40
8/22/90	Gottschalk	7.0	@	\$11.05	=	\$ 77.35
8/23/90	Gottschalk	8.0	@	\$11.05	=	\$ 88.40
8/24/90	Gottschalk	6.0	@	\$11.05	=	\$ 66.30
7/23/90	Richards	1.0	@	\$19.25	=	\$ 19.25
7/24/90	Richards	1.0	@	\$19.25	=	\$ 19.25
7/17/90	Richards	1.0	@	\$19.25	=	\$ 19.25
7/19/90	Gottschalk	6.0	@	\$11.05	=	\$ 63.30
7/20/90	Gottschalk	6.5	@	\$11.05	=	\$ 71.83
7/23/90	Gottschalk	2.5	@	\$11.05	=	\$ 27.63
7/24/90	Gottschalk	8.0	@	\$11.05	=	\$ 88.40
7/25/90	Gottschalk	2.0	@	\$11.05	=	\$ 22.10
2/08/90	Brey	0.5	@	\$ 7.35	=	\$ 3.68
8/24/90	Stanley	1.0	@	\$34.11	=	\$ 34.11
8/31/90	Stanley	1.0	@	\$34.11	=	\$ 34.11

②

Mapping Totals \$1727.24 x 2.5 = \$4,318.10

All General Consulting Services are performed by Keck & Wood, Inc. as requested by the City and are billed on the basis of direct labor cost times a factor of 2.5, plus reimbursable expenses at cost. Please note that the separate accounting of Computerized Mapping activities under Project Number 900108.30 was begun at the end of October 1991. Prior to that time, CAD Mapping was billed as a General Fund activity. As indicated on the attached invoices billings are as follows:

General Fund	(900108.10)	\$ 8,472.26
Water & Sewer	(900108.20)	2,450.54
CAD Mapping	(900108.30)	<u>648.55</u>

Total General Consulting Due \$11,571.35

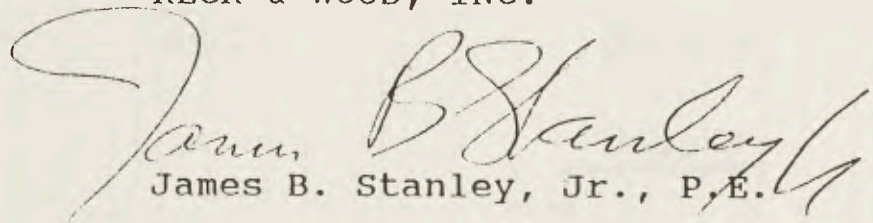
Please note that Keck & Wood representatives also attended Council Meetings on 2/8, 2/12, 3/19, 4/5, 5/14, 6/6, 9/10, 11/29 and 12/17/90 for which no billable time was recorded. In addition I would like for you to keep in mind that much of the

work that I personally do for the City is accomplished on weekends, or after hours so that the hours charged to the City represent only a portion of those actually involved in completing the work. As requested, we will bill on a monthly basis in the future.

If you have any questions, please call.

Yours truly,

KECK & WOOD, INC.

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

JBS/lpt

5/13/91

Red 5

PRICING FOR 'ADDITIONAL STORM DRAINAGE' FOR Z WHITE USING CONTRACT UNIT PRICING FROM EXTERIOR DESIGNING'S CONTRACT. FROM STONEMANGE PLANS DATED: 4/30/91 -

CONTRACT UNIT NO.	DESCRIPTION	QUANTITY (ESTIMATED)	UNIT COST	TOTAL
29.	RIP RAP	150SY	8.00	\$ 1,200.00
31.	DROP INLETS	2EA.	1,100.00	2,200.00
34.	MANHOLES	1EA.	1,100.00	1,100.00
36.	HEADWALLS	4EA.	360.00	1,440.00
40.	18" CMP PIPE	130LF	18.00	2,340.00
41.	24" CMP PIPE	230LF	24.00	5,520.00
	DITCHING *	LS		<u>1,650.00</u>
			TOTAL	\$ 15,450.00

*(NO SPECIFIC UNIT FOR THIS ITEM, SEE CONTRACT UNIT 30.)

(B) STANDRIDGE GRADING PRICES: (ESTIMATE FROM GARY STANDRIDGE)

	RIP RAP	150SY	21.25	3,187.50
	DROP INLETS	2EA.	935.00	1,870.00
	MANHOLES	1EA.	935.00	935.00
	HEADWALLS	4EA.	306.00	1,224.00
	18" CMP PIPE	130LF	15.30	1,989.00
	24" CMP PIPE	230LF	20.40	4,692.00
	DITCHING	LS		<u>1,402.50</u>
			TOTAL	\$ 15,300.00



May 13, 1991

Mr. Ralph Everett
City Council of Sugar Hill
4988 West Broad Street
Sugar Hill, GA 30518

Reference: Treated Wastewater Ponds 2, 3 and 5
Irrigation Pumping Stations 1 and 2

Dear Everett:

The purpose of this report is to provide you with additional information that has come to our attention since our letter of May 2, 1991, and to recommend actions for consideration.

Ponds 2 and 3 together have a combined as-built volume very close to design volume as noted in the above report. When the pond side and lines are protected from erosion below the influent pipe in pond 2, the level control valves between ponds 2 and 3 are installed and operating properly, and the erosion damage to pond 3 side and liner repaired, then we recommend acceptance of ponds 2 and 3 from Exterior Designing, Inc.

Irrigation Pumping Station 1 wet well as-built depth is 17.6 feet, which corresponds closely to the 17.4 foot depth specified by Addendum No. 2 as prepared by Keck and Wood, Inc. on December 18, 1990. When the sandy silt and water are removed from the bottom of the wet well and the lower joints are sealed, as noted on previous punch list, we recommend acceptance of this wet well from Exterior Designing, Inc.

Using the criteria of limiting the High Water Level (HWL) to an elevation three feet below the existing lowest elevation of the dam for Pond 5, and the as-built elevation of the water intake stand-pipe, (which presently controls the elevation of the top of the water intake screen, and maintaining the plan specified two feet of water above the intake screen), results in a Normal Water Level (NWL) elevation of 951.5 and a HWL elevation of 955.0. The storage volume of water between these elevations is approximately 2,483,400 gallons.

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May 13, 1991

The total storage volume of Ponds 2, 3 and 5 was intended to be approximately 8,000,000 gallons, with proposed Pond 8 to provide the additional 8,000,000 gallons for a total of 16,000,000 gallons of required storage.

At this time the combined storage volume of Ponds 2, 3 and 5 is 5,628,400 gallons.

We investigated lowering the NWL of Pond 5 to 946.0 (which is as low as the present water intake structure will allow), and maintaining the HWL elevation of 955.0. The storage volume of Pond 5 could thus be increased to 3,731,900 gallons. This would bring the combined total storage of Ponds 2, 3 and 5 to 6,876,900 gallons, still below the 8,000,000 gallons needed.

The lower NWL elevation of 946.0 would decrease the pond water depth to a level that would promote weed growth over much of the surface area, presenting an unsightly condition and a maintenance problem. Another factor to consider is the additional future cost to increase Pond 8 volume to make up the deficit storage volume.

An alternative investigation to determine the lowest dam elevation required to provide adequate Pond 5 storage above the NWL of 950.0 (one-half foot above the proposed intake screen) was conducted. It was determined that a HWL elevation of 958 will provide a combined storage of Ponds 2, 3, and 5 of 7,821,700 gallons, 98% of the volume required.

This will require that the dam be raised three feet, which will require approximately six hundred cubic yards of structural fill material.

The as-built depth of the wet-well for Irrigation Pump Station No. 2 is 19.0 feet. Addendum No. 2, prepared by Keck and Wood, Inc. dated December 18, 1990 required the depth of the wet-well to be 21.0 feet. The pump shaft housing the impellers is likely constructed for a 21.0 foot deep wet-well. It would be too long as presently fabricated to fit into the wet-well as is. An additional two foot high 72 inch diameter concrete ring must be added to provide the additional depth prior to pouring the concrete floor slab for IPS-2. This will bring the finish floor elevation of IPS-2 to 961.0, the same elevation that the dam for Pond 5 might be raised to for the additional storage required.

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May 13, 1991

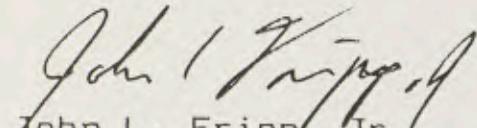
The above alternate actions must also be considered with reference to the Number 5 golf hole. Raising the dam of Pond 5 three feet may have a negative impact on that golf hole. Mr. Byrd's office should be consulted for their recommendation.

The urgent need for a means to store water and to irrigate the grass, once planted, is apparent. Cooperation of Exterior Designing, Inc. is important in accomplishing the above task. No delay beyond that forced by weather can be acceptable if the projected opening of the course remains October 1, 1991.

If additional information is desired please contact me.

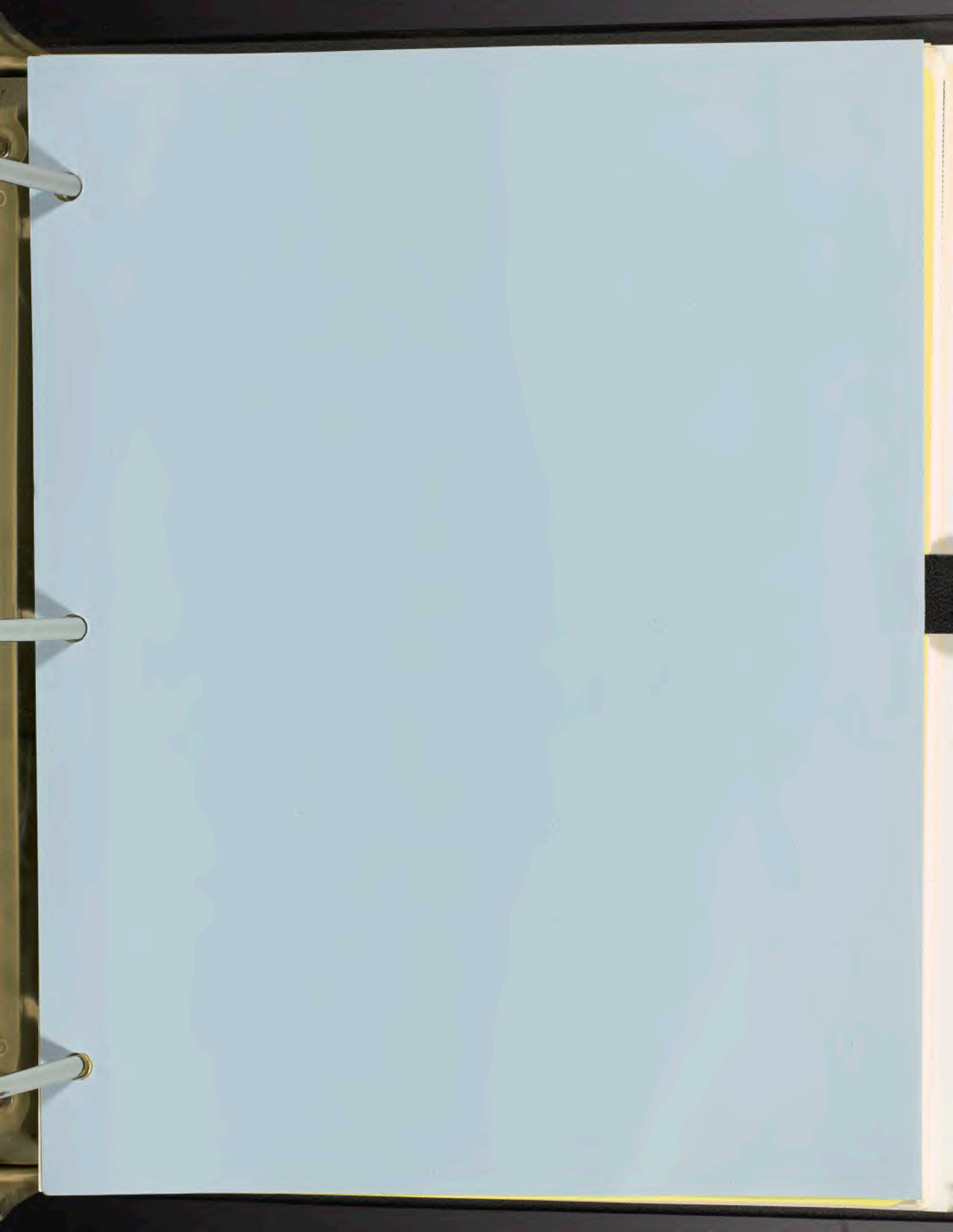
Sincerely,

STONEHENGE ENGINEERING CORPORATION


John L. Fripp, Jr.
Vice President

JLF/lvs

cc: David Hawthorne



JUNE

MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
7:30 P.M.

A G E N D A

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

Committee Reports

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

Old Business

- A) Beer License Request for Craig's Thrift Shop
- B) Variances - Building Inspections
- C) Traffic Signal at Highway 20 & Hillcrest Drive
- D) Pooled Leasing Expenditures

New Business

- A) Public Hearing - Gooch Rezoning Request - Highway 20
- B) Public Hearing - Meca Property Rezoning Request - Ramey Road
- C) Public Hearing - Golf Course Property Rezoning Request
- D) Community Center - Sally Gunter
- E) D.O.T. Requirements for Dump Trucks
- F) Voting Delegate & Alternate for GMA Convention

City Manager's Report

- A) Request for Supplies in Utility Department
- B) GMA Gas Section Annual Meeting
- C) Request to Repair 208
- D) Request to Repair Prison Bus

Director of Golf's Report

- A) Update of Golf Course Construction
- B) Request for Equipment Purchases

City Clerk's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
7:30 P.M.

MINUTES

Notice posted at 12:00 noon on Friday, June 7, 1991.

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

Meeting called to order at 7:32 p.m. by Mayor Haggard.

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

Minutes

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

Planning & Zoning Board

City Manager Kathy Williamson reads the minutes from the Planning & Zoning Board Meeting last month.

Appeals Board

City Manager Kathy Williamson reads the minutes from the Appeals Board Meeting last month.

Recreation Board

Council Member Bobbie Queen reports that the Sugar Hill Festival held on Saturday, May 18, was a success. She also reports that the spring softball leagues are coming to an end and the summer leagues will be starting soon.

Budget & Finance

Council Member Hawthorne reports on the financial status of each fund: General Fund - Positive Balance, Sanitation Fund - Negative Balance, Gas Fund - Positive Balance, Water Fund - Positive Balance, Street & Bridge Fund - Negative Balance, Sewer Fund - Positive Balance, Overall Budget - Positive Balance. Mr. Hawthorne states that the City is running in a favorable position of about \$400,000, which is normal for this time of year. However, Mr. Hawthorne states, the city will more than likely produce less revenue than expenses for the next four months.

Beer License Request for Craig's Thrift Shop

No representative is present from Craig's Thrift Shop. City Manager Kathy Williamson states that they have not yet asked for an inspection of the store. Refer to Memo. Council Member Hawthorne moves to deny the beer license request. Second to the motion by Council Member Morris. Vote unanimous.

Variances - Building Inspections Dept.

City Manager Kathy Williamson states that the Building Inspections Department and herself feel that they should be given the authority to grant variances on side yard setbacks up to 5', if a 15' separation between buildings will still be met, and the authority to grant front and rear yard setbacks up

**MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 2**

to 10'. Ms. Williamson states that the Council could give the authority to 3 people, such as Steve Kennedy, Ken Crowe and herself, in which all 3 persons would have to approve the variance. Council Member Hawthorne asks if the Charter would have to be amended to allow this. City Attorney Lee Thompson states that he does not believe the Charter would have to be amended, however, it would require the Zoning Ordinance to be amended. Council Member Hawthorne moves to table this matter until next month so that it can be advertised for a Zoning Ordinance Amendment. Second to the motion by Council Member Davis. Vote unanimous.

Traffic Signal at Highway 20 and Hillcrest Drive

City Manager Kathy Williamson states that a copy of the Resolution the Council passed, supporting a traffic signal at Highway 20 and Hillcrest Drive, was sent to Senator Don White. Ms. Williamson states that Senator White forwarded a copy of a letter from the D.O.T. where they are investigating the feasibility of a traffic signal at this location. Refer to letter.

Pooled Leasing Expenditures

City Manager Kathy Williamson states that the Director of Finance is requesting the approval of expenditures for some miscellaneous equipment to be purchased through the GMA Pooled Leasing Program. Refer to Memo. Discussion is held on the items requested to be purchased. Council Member Hawthorne moves to approve the requests for the first three items and hold off on the last three items until bids have been obtained and approved by the Council. Second to the motion by Council Member Morris. Ms. Williamson states that the Director of Finance has the bids for the last three items. Council Member Hawthorne withdraws his first motion and moves to table this matter until the Called Meeting next Monday. Second to the motion by Council Member Morris. Vote unanimous.

Public Hearing - Gooch Rezoning Request - Highway 20

City Manager Kathy Williamson states that this property is a part of the proposed subdivision by Jewel Gooch and he is requesting this parcel be rezoned to RS-100. Ms. Williamson states that there was a misunderstanding between the City and Mr. Gooch and this legal description was not included with the annexation of the other two parcels in April. Council Member Queen moves to approve the annexation request of RS-100 for this parcel and that it have the same conditions as the other two parcels Mr. Gooch had annexed into the City in April (Minimum of 1,600 sq. ft. heated space homes, underground utilities, and the responsibility of the developer to install street lights). Second to the motion by Council Member Hawthorne. Vote unanimous.

Public Hearing - Meca Property Rezoning Request - Ramey Road

City Manager Kathy Williamson states that this property was annexed into the City through the legislature and they are now requesting the property be rezoned to RS-150 with a minimum of 2,000 sq. ft. heated space homes. Billy Burge, Meca Associates representative, presents the preliminary layout of the property which would have a total of 678 lots. Mr. Burge states that the price range for the homes would be from \$150,000 to \$250,000,

**MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 3**

depending on the market. Council Member Hawthorne asks Mr. Burge if he has any problems with the conditions the Planning & Zoning Board recommended to the Council. Mr. Burge states that he felt the Planning & Zoning Board was fair and he had no problems with the conditions. Susan Heard asks Mr. Burge that she had heard there was a possibility of industrial, commercial and even multi-family residential areas to be developed on this property, however, the preliminary plans presented only shows single family residential development. Mr. Burge states that after studying the possibility of commercial and industrial business at this site, they feel that these type businesses would be better suited at the Peachtree Industrial Boulevard and Highway 20 area. Mr. Burge states that this is a 10 year plan and currently they are only focusing on the single family residential section. Ms. Heard asks if they are committing that since they are proposing only single family residential development at this time, that this is all the land will be used for. Mr. Burge states no, they are not committing to building only residential development and that since this is a 10 year plan, that would depend on the what the demand is on the market in the future. Ms. Heard asks if the City has the legal rights to enforce the square footage homes that are required in this rezoning. Council Member Queen states that this will be a conditional rezoning and the City can and will enforce the square footage requirements. Jeff Pass states that this property is located behind his and that there is a creek that runs in the front of his property and since the golf course construction has begun, the creek has risen and he wants to make sure that this development will not cause the creek to rise even more. David Pack states that he lives on Ramey Road and the road does not look the way it is drawn on the preliminary plans Mr. Burge has presented. Mr. Burge states that this is because Ramey Road will be realigned when the outer perimeter comes through and the preliminary plans are drawn with this realignment in place. More discussion is held on the proposed development. Council Member Hawthorne moves to approve the rezoning request for RS-150 zoning with the following conditions: All homes built in the proposed subdivision shall be a minimum of 2,000 sq. ft. heated space, the subdivision will have underground utilities and the developer will be responsible for the installation of street lights. Second to the motion by Council Member Queen. Vote unanimous.

Public Hearing - Golf Course Property Rezoning Request

City Manager Kathy Williamson states that the Golf Course property needs to be rezoned to HM-2 in order to be in compliance with City Ordinances since the sewer treatment plant and spray irrigation system will be there. Linda Sudderth asks if this zoning classification or development plans would disturb her property. Council Member Queen states that it will not effect her property. Council Member Morris moves to approve the rezoning request for HM-2 zoning classification. Second to the motion by Council Member Everett. Vote unanimous.

Community Center - Sally Gunter

City Manager Kathy Williamson states that Ms. Gunter had the community center rented one evening and the next day she had to go unlock it for someone to use and it was a mess and things were damaged. Ms. Williamson

**MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 4**

states that her son and herself cleaned the community center and it took about two hours. Ms. Williamson wrote a letter to Ms. Gunter concerning the condition of the building and requested payment for damages. Refer to letter. Ms. Gunter first contacted Ms. Williamson then wrote a letter refusing to pay for the damages because she states nothing was damaged when they left the night before. Council Member Queen states that they had an extravagant party because she came to City Hall that night and they had a live band which is not permitted in the community center. Council Member Morris states that he came by the morning the City Manager was there cleaning the community center and it was a mess. More discussion is held on this matter. Council Member Queen moves to require the Gunter's to pay for damages to the community center. Second to the motion by Council Member Davis. Vote unanimous.

Council Member Queen states that this is not the first time we have had problems with teenagers. She states that the Senior Citizens Club gave the City a microwave oven to be used in the community center and it was there about a week and was destroyed and probably was never even used. Also, there have been complaints of teenagers crashing parties being held at the community center. Resident James Burke asks if teenagers can rent the community center. Ms. Queen states that only persons 18 years of age or older are allowed to reserve the community center. Council Member Hawthorne moves to deny applicants the use of the community center when it will be held for the use of any teenage party. Second to the motion by Council Member Everett. Vote unanimous.

D.O.T. Requirements for Dump Trucks

Council Member Hawthorne moves to authorize the funds (\$350 each) to purchase covers for the City dump trucks in order to comply with D.O.T. requirements. Second to the motion by Council Member Queen. Vote unanimous.

Voting Delegate & Alternate for GMA Convention

Council Member Queen nominates Council Member Hawthorne for the voting delegate for the business sessions of the GMA Convention and Council Member Morris as the alternate. Second to the motion by Council Member Everett. Vote unanimous.

Request for Gas Meters

City Manager Kathy Williamson states that the Utility Department needs more gas meters and Ideal Meter has given the City the lowest quote of \$57.00 per meter and they can be purchased in lots of 100 and this price will be guaranteed for up to 500 meters. Council Member Queen moves to authorize the funds to purchase these gas meters. Second to the motion by Council Member Morris. Council Member Hawthorne suggests the City Manager continue to check prices on gas meters each time before purchasing another lot. Vote unanimous.

Request for Supplies in Utilities Department

City Manager Kathy Williamson states that the Utility Department is in need of supplies which total approximately \$4,500. Refer to purchase orders.

MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 5

Council Member Queen moves to authorize the funds to purchase these supplies. Second to the motion by Council Member Hawthorne. Vote unanimous.

GMA Gas Section Annual Meeting

City Manager Kathy Williamson is requesting that two employees be allowed to attend the Gas Section Annual Meeting for two days in South Georgia which would cost approximately \$250. Council Member Hawthorne moves to authorize the funds to send two employees to the Gas Section Annual Meeting. Second to the motion by Council Member Queen. Vote unanimous.

Request to Repair 208

City Manager Kathy Williamson states that the 1984 Dodge needs a new rear end and it would cost approximately \$500. Council Member Hawthorne moves to authorize the funds to repair vehicle 208. Second to the motion by Council Member Morris. Vote unanimous.

Request to Repair Prison Bus

City Manager Kathy Williamson states that the big prison bus needs to be repaired for the golf course prison crew to use. The cost for repair will be approximately \$1,000. Council Member Hawthorne moves to authorize the funds to repair the old prison bus and that the cost for repair will be split 50/50 to the City and Golf Course budgets. Second to the motion by Council Member Morris. Vote unanimous.

Request for Weed Eaters

City Manager Kathy Williamson states that the City only has one weed eater and she is requesting the funds to purchase 4 more to be used in the Street Department. The cost for the weed eaters is approximately \$150 each. Council Member Morris moves to authorize the funds to purchase 4 weed eaters. Second to the motion by Council Member Hawthorne. Vote unanimous.

Golf Course Requests

Director of Golf Bob Boltz states that he has obtained the best prices for contracts on the grassing, asphalt and drainage projects. Refer to memo. These contracts total \$351,160. Council Member Hawthorne moves to authorize the funds for these contracts. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Boltz states that the county water taps will cost approximately \$15,000 each. Council Member Hawthorne asks Danny Hughes if he has obtained prices for materials for the project. Mr. Hughes states that he will get those prices as soon as possible. Council Member Hawthorne moves to authorize the funds for two water taps of \$15,000 each, which includes labor and materials. Second to the motion by Council Member Queen. Vote unanimous.

Mr. Boltz states that there are several pieces of equipment that need to be purchased. Refer to memo. However, he feels that some of the major equipment needed for the grow in period could be purchased used at a substantial savings. Mr. Boltz states that the equipment used for the grow in period would have to be replaced afterwards. Discussion held on this matter.

**MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 6**

Council Member Hawthorne moves to authorize the funds to purchase the items listed in the memo with the exception of the fairway mower, 3 wheel drive reel mower and the sand trap rake. Second to the motion by Council Member Davis. Vote unanimous.

Council Member Queen moves to authorize Mr. Boltz to inquire about quality used equipment being utilized instead of new equipment whenever feasible. Second to the motion by Council Member Morris. Vote unanimous.

Billy Burton - Request to Purchase City Property

City Clerk Judy Foster states that Mr. Burton is interested in purchasing Tract #2 of the Bothwell Pass Estate the City purchased in 1986. She states that Mr. Burton is purchasing the Hessie Pass property which surrounds this parcel and he would like to include it as well. Ms. Foster asks the Council if they would be interested in selling this property. Council Member Queen states that it is of no value to the City, in the sense that it can't be used for anything. Council Member Hawthorne moves to have the property appraised and advertise for bids to sell the property and the bids can be presented back to the Council for their review. Second to the motion by Council Member Everett. Vote unanimous.

Council Reports

Council Member Queen states that she is going to recommend to the Recreation Board that they put up "No Skateboarding Permitted" signs down at the park and she wants to know if the Council would be interested in putting some up at City Hall as well. She states that things have been damaged at the park and they are all over the sidewalks and City Hall property and even the Sugar Hill Baptist Church. Council Member Morris moves to authorize the funds to purchase these "No Skateboarding Permitted" signs to be placed around the City Hall property. Second to the motion by Council Member Hawthorne. Vote unanimous.

Council Member Everett reports to the people in the audience that the golf course has a separate budget from the City's and all this money being spent for the golf course comes out of its own budget.

Council Member Hawthorne states that the cities in the county have been trying to come to an agreement with the county for a road assistance program. Mr. Hawthorne states that this has finally been done and the City Attorney has reviewed the agreement and has no problem with it. Council Member Hawthorne moves to authorize the Mayor to sign this Roadway Resurfacing and Maintenance Agreement with Gwinnett County. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Hawthorne states that the GMA Board of Directors have asked him to be a member of the GMA 2000 Update Committee and they are having a meeting on July 16-17 and he estimates his hotel and transportation expenses to be approximately \$150 and he is requesting approval to attend. Council Member Queen moves to authorize the funds for Mr. Hawthorne to attend this meeting. Second to the motion by Council Member Morris. Vote unanimous.

**MAYOR & COUNCIL MEETING
MONDAY, JUNE 10, 1991
MINUTES, CONT'D.
PAGE 7**

City Manager Kathy Williamson thanks the Bent Creek Homeowners Association for inviting her to their BBQ yesterday.

Council Member Hawthorne reports to Jeff Pass that the \$235,000 they just approved for grassing at the golf course should help with the erosion control so that his creek won't be rising as high.

Citizen's Comments

Susan Heard asks the Council if they have any plans of running a gas line down Johnson Road. City Manager Kathy Williamson states that it is in the Capital Improvements Budget, however, no one on Johnson Road has petitioned the City for gas there yet.

Resident James Burke thanks the City Manager for attending the Bent Creek Homeowners Association meeting yesterday. He also asks when can he come visit the golf course since he works the hours the golf course is open. Director of Golf Bob Boltz states that he can call and they will set up a time for him to come visit the golf course.

Resident Mr. Johnson thanks the Council for the new stop signs in his subdivision and he states that the City employees are still running the stop signs. City Manager Kathy Williamson states that she will address that matter again in the morning since the new signs have been installed.

Recess

Council Member Hawthorne moves to recess into a Personnel Meeting. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 9:18 p.m.

Meeting reconvened at 10:35 p.m.

No further action was taken.

Adjournment

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

Meeting adjourned at 10:35 p.m.

Judy D. Foster

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: JUNE 7, 1991
RE: BEER LICENSE FOR CRAIG'S STORE ON HIGHWAY 20

As of this date, there has not been a request of the city for inspection of this sight for a beer license.

The city has been contacted by both the owner and manager and they have communicated internal problems.

Council Member Morris and I met with the Department of Transportation and they stated that Mr. Kennedy was correct in the determination of the right-of-way on Highway 20 and Sycamore Road. To the best of the D.O.T.'s knowledge, the right-of-way is 50 feet at this location.

M E M O R A N D U M

TO: Mayor and Council
FROM: Steve L. Kennedy
RE: Building Inspector Granting Variances
DATE: June 7, 1991

The Inspections Department would like to propose to the Mayor and Council a request for the City Manager or his designee to have the authority to grant administrative variances up to 5ft. for side yards if it will still maintain at least a 15' separation between buildings. To have the authority to grant administrative variances for front and rear yards of up to 10' For a variance of greater dimension than are hereby addressed a hearing before the Zoning Board of Appeals.

A recent policy change requiring house location plans or site plans, whichever is deemed necessary by the Inspections Department, has been enacted to address what the department feels may be problem lots. The ability to grant these variances administratively will not delay the permitting of these lots while waiting to be heard before the Board of Appeals and with the requirement of house location or site plans will require a little more foresite into what a builder tries to place on an individual lot.

The following procedures for administrative variances from surrounding Cities are attached to provide additional support for our request.

Thereafter at the next term of the Superior Court, or in vacation upon 10 days notice to the parties, the judge of such court shall proceed to hear and pass upon the said appeal. The findings of fact by the said Board shall be final and conclusive on such appeal. In determining the questions presented by the appeal, the court shall determine only whether the decision of the Board is correct as a matter of law.

Any party at interest who is aggrieved by the judgement rendered by the Superior Court upon such appeal may have the same reviewed by appeal in the same manner as provided by law.

The filing of an appeal in the Superior Court from any decision of the Board shall not by the very nature of the case act as an order of stay, but an order of stay may be granted by the Court upon such terms and conditions as may seem reasonable and proper.

SECTION 1912. Administrative Variances.

The Chairman of the Zoning Board of Appeals shall have the power to grant Variances (except for density and use Variances) from the development standards of this Ordinance where, in his opinion, the intent of the Ordinance can be achieved and equal performance obtained by granting a Variance. The authority to grant such Variances shall be limited to Variances from the following requirements:

- A. Front Yard or Yard Adjacent to Public Street. Variance not to exceed five (5) feet.
- B. Side Yard. Variance not to exceed five (5) feet.
- C. Rear Yard. Variance not to exceed five (5) feet.

City of Suwanee

In addition, the City of Buford, Guinnett County, Georgia shall erect in a conspicuous place on the property involved a sign which shall contain information as to the Variance or Special Exception applied for a time and place of hearing. Failure to erect and maintain the sign as specified above shall not invalidate the subsequent determination of the Zoning Board of Appeals.

Section 1608. Reapplication to the Zoning Board of Appeals. If an application for a Special Exception or Variance is denied by the Zoning Board of Appeals, a reapplication for such Special Exception or Variance may not be made earlier than 12 months from the date of the original application.

Section 1609. Appeals from Decisions of the Zoning Board of Appeals. Any person or persons severally or jointly aggrieved by any decision of the Zoning Board of Appeals may take an Appeal to the Superior Court. Such an Appeal to the Superior Court shall be the same as an Appeal to the Superior Court from any decision made by the Court of Ordinary and as specified in Chapter 6-2 of the Code of Georgia except, however, that the Appeal may be filed within thirty (30) days from the date of the decision of the Zoning Board of Appeals. Upon failure to file the appeal within thirty (30) days, the decision of the Zoning Board of Appeals shall be final.

On Appeal, the case shall be heard by the Judge of the Superior Court without a jury unless one of the parties files a written demand for a jury trial within thirty (30) days from the filing of the Appeal.

Section 1610. Administrative Variances.

1. To issue development permits as required below:

The City Manager shall have the power to grant variances (except for density and use variances) from the development standards of this ordinance where, in his opinion, the intent of the ordinance can be achieved and equal performance obtained by granting a variance. The authority to grant such variances shall be limited to variances from the following requirements:

- a. Front yard or yard adjacent to public street--variance not to exceed ten feet.
- b. Side yard--variance not to exceed five feet.
- c. Rear yard--variance not to exceed ten feet.

City of Buford

Gwinnett County

P. 1

On Appeal, the case shall be heard by the Judge of the Superior Court without a jury unless one of the parties files a written demand for a jury trial within thirty (30) days from the filing of the Appeal.

Section 1610. Administrative Variances. The Director of Planning and Development shall have the power to grant variances (except for density and use variances) from the development standards of this ordinance where, in his opinion, the intent of the ordinance can be achieved and equal performance obtained by granting a variance. The authority to grant such variances shall be limited to variances from the following requirements:

- a. Front yard or yard adjacent to public street--variance not to exceed ten feet.
- b. Side yard--variance not to exceed five feet.
- c. Rear yard--variance not to exceed ten feet.
- d. Height - variance not to equal or exceed ten (10) feet, provided that no increase in the height for a sign may be granted nor may the variance result in an increase in the number of stories than would otherwise be allowed under the applicable zoning district.
- e. Buffers - the dimensions or screening treatment of a buffer as required under Section 606 may be reduced by no more than fifty (50) percent where the Comprehensive Plan recommends a more compatible land use on the neighboring property than that for which said property is actually zoned, or in other situations where the intent of the required buffer can be equally or otherwise achieved; provided, however, that no buffer required as a condition of zoning shall be modified.
- f. Demarcation of parking spaces - parking spaces may be left unmarked, provided all of the following conditions are present:
 1. The parking lot must be designated to serve only a multi-family residential project which is designed and intended for rental occupancy.
 2. The parking lots must be designed in relation to the internal circulation system such that the areas reserved for parking are easily identified and clearly distinct from the interior driveways because of their location, design, orientation, or configuration, such as in parking areas with a single interior driveway having parking spaces located perpendicular to and along the sides of the access driveway, allowing the curbing to delineate the exterior dimension of the single parking bay.

3. Approval for the elimination of the striping has been obtained by the applicant in writing from the Traffic Engineering Division of the Engineering Department and the Fire Services Division of the Public Safety Department.
- g. Accessory structures allowed within the front yard - accessory structures may be allowed within the front yard of residential zoning districts provided all the following conditions are met:
 1. The residentially-zoned property contains at least three acres.
 2. The accessory structures are limited to a swimming pool, garage/carport, barn, storage building, or other similar structures.
 3. The accessory structure is setback a minimum of 100 feet from the right-of-way and located no closer than 40 feet to any side property line. (If the accessory use is for animal quarters, this must be a minimum of 100 feet from any property line.)
 4. The accessory structure shall be screened with walls, fences, or suitable landscaping so that it is not visible from the street.

The Development Director shall have the power to grant variances from the requirements of the Amendment to the 1985 Zoning Resolution of Gwinnett County Regarding the Keeping of Livestock and Household Pets Within Residential Zoning Districts, where, in his opinion, the intent of the amendment can be achieved and equal performance be obtained by granting a variance. Other than for conditions of zoning which specified a minimum area or distances for animal quarters, the Development Director may grant the following variances:

- a. For livestock or cattery, a reduction of no more than 25 feet in the minimum distance to any property line.
- b. For Kennels and Fur Farms, a reduction of no more than 50 feet in the minimum distance to any property line.
- c. The minimum distance to any property line for any animal quarters may be further reduced when a property line abuts a Flood Hazard area, steep slopes, ravines or other features, which would provide a separation between the animal quarters and the uses on abutting property equal to or exceeding the minimum requirements of the Zoning Resolution.

- d. The reduction of the minimum area required for the keeping of livestock as specified within the R-100 Single Family Residence District up to a maximum of ten (10) percent of the minimum area required.
- e. A reduction of the minimum distance to any property line for animal quarters for wild animals up to a maximum of 50 feet.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE



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

MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: JUNE 10, 1991
RE: RESOLUTION FOR TRAFFIC LIGHT AT HIGHWAY 20 & HILLCREST DRIVE

Attached is a letter to Senator White from the Georgia D.O.T. regarding the resolution of request from the city to install a traffic light at Highway 20 and Hillcrest Drive.

The state has been present at this location for the past 2 weeks.



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

HAL RIVES
COMMISSIONER

G. CHARLES LEWIS
STATE HIGHWAY ENGINEER

FLOYD E. HARDY
DEPUTY COMMISSIONER

ARTHUR A. VAUGHN
TREASURER

May 14, 1991

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

Dear Don:

The investigation which you requested involving the intersection of SR 20 and Hill Crest Road in the City of Sugar Hill, Gwinnett County, is underway. The study will be conducted by our District Office of Traffic and Safety, and will follow a fairly routine path to the analysis phase.

The first order of business will be to gather the necessary data to support the analysis. This data will include the accident history for the intersection, as well as current traffic counts. During the time that accident files are researched and traffic counts are made, there will be an on sight review by the District personnel.

Following the on sight inspection, topographic information will be requested from engineering, while speed studies are made through the intersection. During the course of these studies, some interviews will be conducted with individuals knowledgeable about the current operating characteristics of the intersection.

After the necessary information is in hand, our technicians will analyse the data to determine if it is complete and begin to analyse the data to determine if there is a need for remedial action. Should there be a need for action, it will be recommended to the Office of Traffic and Safety for their review and recommendation to management.

Overall a traffic study is fairly routine with the Department and usually takes four to six weeks depending upon the availability of data. The study is underway and I will correspond further with you upon receipt of any initial findings. If I can be of further assistance, by all means give me a call.

Yours very truly,

Floyd E. Hardy



FEH/blw

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: JUNE 5, 1991

RE: APPROVAL FOR POOLED LEASE EXPENDITURES

Attached are two examples of what our annual payments would be if we utilized the pooled lease funds to reimburse and purchase equipment. These examples are in no way a request for purchase. We are still in the bid stage for those items and are not ready for purchase. I will come back to the council when we are ready for a final approval.

The first example takes a term of 60 months, which is the longest term possible. The second takes a term of 36 months. The equipment we included in these quotes is as follows:

3 kawasaki mules	\$16,098
Kubota Tractor	12,800
Bush-hog	14,509
*Truck/Trailer	20,323
*computer system	36,080
*truck	12,000

The above list that is noted with an (*) has not yet been purchased. The others would be reimbursements. (please keep in mind that M.B.I.A may not allow us to take 60 months on all equipment that has already been purchased.)

I am recommending to the council that we use our pooled lease funds to reimburse the city for the equipment already purchased and to purchase the needed equipment. My recommendation also includes using a 60 month financing term. Although we would save in interest costs by going with a shorter term, the initial cash outlay is greater. The end result would be that the 60 month term is cheaper by almost \$1500.

If you have any questions, please let me know.

Example 1

This file was developed by GMA as a service to Lease Pool members. It is designed to assist lease pool members in estimating the budgetary impact of equipment leased through the pool. If you have any questions, please call Mark Knowles, Lease Program Manager, at (404) 688-0472.

INSTRUCTIONS

INSERT ANSWER

Answer the following questions.

Your organization's name?	<u>City of Sugar Hill</u>	
What equipment is being financed (e.g., truck)?	<u>Sample Equipment</u>	
What lease term has been approved?	<u>60</u>	months
What day is the lease supplement scheduled?	<u>1-Aug-91</u>	
What day did current year begin?	<u>1-Jan-91</u>	
What day does current year end?	<u>31-Dec-91</u>	
When did the current fiscal year begin?	<u>1-Jan-91</u>	
What is the average COPs rate?	<u>4.74%</u>	Contact GMA for current rate
What is the amount of the lease supplement?	<u>\$111,810.00</u>	
What date does next FY end?	<u>31-Dec-91</u>	
How many months remain in fiscal year?	<u>5</u>	see automatic calculations
How many months remain in current year?	<u>5</u>	see automatic calculations
How many months remain in lease term?	<u>53</u>	see automatic calculations

ACCOUNT DATA REPORT

Date of Last Report?	<u>5-May-91</u>
Balance of Primary Project Fund?	<u>\$677,485.46</u>
Balance of COI Project Fund?	<u>\$20,014.54</u>
Most Recent Administrative Expense Charge (\$)?	<u>\$778.57</u>

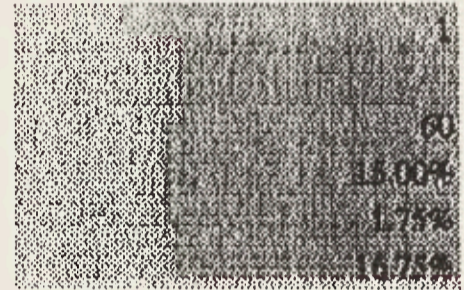
AUTOMATIC CALCULATIONS

Number of months remaining in FY:	5
Number of months remaining in current year:	5
Number of months remaining in lease term:	53
Cost of Issuance due this transaction:	\$3,303.13
Average Administrative Expense Rate:	1.38%
Number of months remaining in fiscal year:	5

ENTITY: City of Sugar Hill
 LEASE DRAW: 1-Aug-91
 AMORTIZATION: 60

KEY ASSUMPTIONS

Type of Equipment:	Sample Equipment
Amount:	111,810.00
Percent of Entity's Total Share:	16.5037%
Lease Term (years):	5
COPs Rate (1)(2):	4.74%
Administrative Expense Rate:	1.38%
Total Rate (adm. + COPs):	6.11%
Initial Principal Payment (3)	10,548.11
Initial COI (4):	3,303.13
Number of months in first lease year:	5
Number of months in lease term:	53



INTEREST (5)	MONTHLY AMOUNT(6)
1st Month (due at draw)	1,956.68
1st Year less 1st Month	515.97
2nd year through Nov. 30	515.97
3rd year through Nov. 30	386.98
4th year through Nov. 30	257.98
5th year through Nov. 30	128.99

PRINCIPAL (8)	DATE	ANNUAL AMOUNT (9)	CUMULATIVE
	1-Dec-91	0.00	
	30-Nov-92	25,315.47	35,863.58
	30-Nov-93	25,315.47	61,179.06
	30-Nov-94	25,315.47	86,494.53
	30-Nov-95	25,315.47	111,810.00
	31-Dec-95		

NOTES:

1. Maximum allowed by program structure; 42 days.
2. Certificates are in a weekly interest mode; this estimate uses historical INTEREST RATE (12/19/90 - today).
3. See Section 4.3(n)(4) and (5) of the Lease Agreement.
4. See Section 4.3(n)(3) of the Lease Agreement; approximate % due as of today's date.
5. See Sections 4.3(n)(5)(7), and (8) of Lease Agreement; 1st month equal max; assumes daily rate.
6. Expenses are paid on the 1st day of each month.
7. Annual total.
8. See Section 4.3(n)(2) of Lease Agreement. Principal is paid through annual installments.
9. See Section 4.3(n)(2) of Lease Agreement.

City of Sugar Hill

BUDGET ESTIMATES *

ESTIMATES *

ITEM	Fiscal Year	ESTIMATES *	
		January 1 - December 31 Fiscal Year	July 1 - June 30 Fiscal Year
Principal	1991	10,548.11	10,548.11
Interest		4,020.54	4,570.91
Issuance Cost		3,303.13	3,303.13
Principal	1992	25,315.47	25,315.47
Interest		6,062.61	5,288.66
Issuance Cost		0.00	0.00
Principal	1993	25,315.47	25,315.47
Interest		4,514.71	3,740.76
Issuance Cost		0.00	0.00
Principal	1994	25,315.47	25,315.47
Interest		2,966.81	2,192.86
Issuance Cost		0.00	0.00
Principal	1995	25,315.47	25,315.47
Interest		1,418.91	644.96
Issuance Cost		0.00	0.00

* ESTIMATES ARE BASED ON A NUMBER OF ASSUMPTIONS INCLUDING HISTORICAL INTEREST RATE TRENDS, ETC., Please contact GMA for current rates.

Example 2

This file was developed by GMA as a service to Lease Pool members.
 It is designed to assist lease pool members in estimating the budgetary impact of equipment leased through the pool.
 If you have any questions, please call Mark Knowles, Lease Program Manager, at (404) 688-0472.

INSTRUCTIONS

INSERT ANSWER

Answer the following questions.

Your organization's name?	<u>City of Sugar Hill</u>	
What equipment is being financed (e.g., truck)?	<u>Sample Equipment</u>	
What lease term has been approved?	<u>36</u>	months
What day is the lease supplement scheduled?	<u>1-Aug-91</u>	
What day did current year begin?	<u>1-Jan-91</u>	
What day does current year end?	<u>31-Dec-91</u>	
When did the current fiscal year begin?	<u>1-Jan-91</u>	
What is the average COPs rate?	<u>4.74%</u>	Contact GMA for current rate
What is the amount of the lease supplement?	<u>\$111,810.00</u>	
What date does next FY end?	<u>31-Dec-91</u>	
How many months remain in fiscal year?	<u>5</u>	see automatic calculations
How many months remain in current year?	<u>5</u>	see automatic calculations
How many months remain in lease term?	<u>29</u>	see automatic calculations

ACCOUNT DATA REPORT

Date of Last Report?	<u>5 May 91</u>
Balance of Primary Project Fund?	<u>\$677,485.46</u>
Balance of COI Project Fund?	<u>\$20,014.54</u>
Most Recent Administrative Expense Charge (\$)?	<u>\$778.57</u>

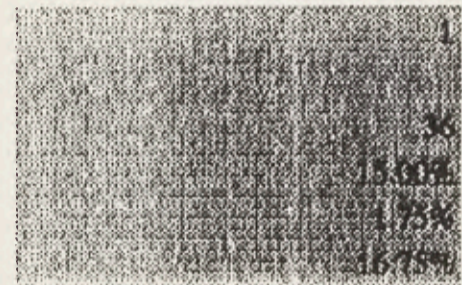
AUTOMATIC CALCULATIONS

Number of months remaining in FY:	5
Number of months remaining in current year:	5
Number of months remaining in lease term:	29
Cost of Issuance due this transaction:	\$3,303.13
Average Administrative Expense Rate:	1.38%
Number of months remaining in fiscal year:	5

ENTITY: City of Sugar Hill
 LEASE DRAW: 1-Aug-91
 AMORTIZATION: 36

KEY ASSUMPTIONS

Type of Equipment:	Sample Equipment
Amount:	111,810.00
Percent of Entlty's Total Share:	16.5037%
Lease Term (years):	3
COPs Rate (1)(2):	4.74%
Administrative Expense Rate:	1.38%
Total Rate (adm. + COPs):	6.11%
Initial Principal Payment (3)	19,277.59
Initial COI (4):	3,303.13
Number of months in first lease year:	5
Number of months in lease term:	29



INTEREST (5)	MONTHLY AMOUNT(6)
1st Month (due at draw)	1,956.68
1st Year less 1st Month	471.49
2nd year through Nov. 30	471.49
3rd year through Nov. 30	235.74
4th year through Nov. 30	0.00
5th year through Nov. 30	

PRINCIPAL (8)	DATE	ANNUAL AMOUNT (9)	CUMULATIVE
	1-Dec-91	0.00	
	30-Nov-92	46,266.21	65,543.79
	30-Nov-93	46,266.21	111,810.00
	30-Nov-94		
	30-Nov-95		
	31-Dec-95		

NOTES:

1. Maximum allowed by program structure; 42 days.
2. Certificates are in a weekly interest mode; this estimate uses historical INTEREST RATE (12/19/90 - today).
3. See Section 4.3(a)(4) and (5) of the Lease Agreement.
4. See Section 4.3(a)(3) of the Lease Agreement; approximate % due as of today's date.
5. See Sections 4.3(a)(5)(7), and (8) of Lease Agreement; 1st month equal max; assumes daily rate.
6. Expenses are paid on the 1st day of each month.
7. Annual total.
8. See Section 4.3(a)(2) of Lease Agreement. Principal is paid through annual installments.
9. See Section 4.3(a)(2) of Lease Agreement.

City of Sugar Hill

BUDGET ESTIMATES *

ESTIMATES *

ITEM	Fiscal Year	ESTIMATES *	
		January 1 - December 31 Fiscal Year	July 1 - June 30 Fiscal Year
Principal	1991	19,277.59	19,277.59
Interest		3,842.62	4,345.54
Issuance Cost		3,303.13	3,303.13
Principal	1992	46,266.21	46,266.21
Interest		5,422.10	4,007.64
Issuance Cost		0.00	0.00
Principal	1993	46,266.21	46,266.21
Interest		2,593.18	1,178.72
Issuance Cost		0.00	0.00
Principal	1994	0.00	0.00
Interest		0.00	0.00
Issuance Cost		0.00	0.00
Principal	1995	0.00	0.00
Interest		0.00	0.00
Issuance Cost		0.00	0.00

* ESTIMATES ARE BASED ON A NUMBER OF ASSUMPTIONS INCLUDING HISTORICAL INTERST RATE TRENDS, ETC., Please contact GMA for current rates.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



NOTICE OF PROPOSED REZONINGS

A petition has been filed with the City of Sugar Hill, Georgia to change the zoning District classification of the property lying and being in Land Lot 306 of the 7th District of Gwinnett County, Georgia, in the City of Sugar Hill. Request to change tract of land located on Old Cumming Road, Sugar Hill, Georgia from its present zoning of RS-150 (Single Family Residential) classification to RS-100 (Single Family Residential) zoning classification. The tract is described as follows:

TRACT DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 306 of the 7th District of Gwinnett County Georgia, and being more particularly described as follows:

The TRUE POINT OF BEGINNING for this tract or parcel of land is the common land lot corner between Land Lots 306, 307, 321, and 322 of the 7th District of Sugar Hill, Georgia. From this point of beginning proceed thence north 59 degrees 04' 14" east along the common line between Land Lot 306 and Land Lot 322 for a distance of 956.84 feet to a point on the centerline of a 30 foot prescriptive easement for Old Cumming Road; proceed thence south 50 degrees 42' 54" east for a distance of 25.86 feet along the centerline of said prescriptive easement to a point; proceed thence along an arc with a radius of 3597.83 feet for an arc distance of 81.65 feet (chord bearing being south 50 degrees 39' 32" east and a chord length of 81.65 feet) to a point along the centerline of said prescriptive easement; proceed thence south 49 degrees 17' 38" east for a distance of 114.08 feet along the centerline of said prescriptive easement to a point; proceed thence south 59 degrees 03' 24" west 46" west for a distance of 520.45 feet to a point; proceed thence north 30 degrees 55' 04" west for a distance of 110.00 feet to a point; proceed thence south 59 degrees 04' 14" west for a distance of 508.65 feet to a point on the common line between Land Lot 306 and Land Lot 307; proceed thence along said common line north 30 degrees 55' 46" west for a distance of 99.58 feet to a point and the TRUE POINT OF BEGINNING. Said tract or parcel of land contains 3.496 acres.

A Public Hearing will be held at the Sugar Hill City Hall on June 10, 1991, at 7:30 p.m. All those having an interest in the petition should be present.

Kimberly B. Sanders

City Clerk
City of Sugar Hill, Georgia

LEGEND

- I.P.S. = 3/4" IRON PIN SET
- I.P.F. = IRON PIN OR PIPE FOUND
- D.E. = DRAINAGE EASEMENT
- R/W = RIGHT OF WAY
- B.L. = BUILDING LINE
- S.E. = SEWER EASEMENT
- L.L.L. = LAND LOT LINE
- P.L. = PROPERTY LINE
- H.W. = HEADWALL
- C.B. = CATCH BASIN
- P.P. = POWER POLE

S 49° 17' 38" E - 114.08'
 RAD. = 3597.83', ARC = 81.65'
 S 50° 39' 32" E - 81.65'

50° 42' 54" E
 25.86'

OLD CUMMINGS RD.
 30' PRESCRIPTIVE
 EASEMENT

NOW OR FORMERLY
 WOOD
 DEED BOOK 2627, PAGE 400

S 59° 03' 24" W - 520.45'

NOW OR FORMERLY
 SEARS
 DEED BOOK 99, PAGE 67



I HAVE EXAMINED THE "F.I.A. OFFICIAL FLOOD HAZARD ZONE MAP" NO. 130322-00608 DATED AUG. 1, 1984 AND THIS LOT IS NOT LOCATED WITHIN THE FLOOD HAZARD ZONE, HOWEVER, THE STRUCTURE LOCATED ON THIS LOT IS NOT WITHIN SAID FLOOD HAZARD ZONE.

NOTES:

FIELD INFORMATION FOR THIS SURVEY WAS OBTAINED WITH A 3 SECOND THEODOLITE AND AN ELECTRONIC DISTANCE METER.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURES AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 100,000 FEET.

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 3 SEC FEET AND AN ANGULAR ERROR OF 3 SEC PER ANGLE POINT AND WAS ADJUSTED USING COMPASS RULE.

BOUNDARY SURVEY FOR:

THE CITY OF SUGAR HILL

LAND LOT 306 & 322, 7th DISTRICT, GWINNETT CO. GA.

MAY 9, 1991

AREA ACREAGE - 3.496 AC.
RS-150

IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

Daniel F. Conroy



NOW OR FORMERLY
 SPRING HILL PLANTATION
 DEVELOPMENT GROUP
 R-100

NOW OR FORMERLY
 SPRING HILL PLANTATION
 DEVELOPMENT GROUP
 R-100

NOW OR FORMERLY
 PINE PAVILLION ESTATES



L.L. 322 L.L. 306
 L.L. 321 L.L. 307
 N 30° 55' 46" W
 99.58'

SOUTHEAST CONSULTANTS, INC.

ONE RIVERCLIFF PLACE 4975 HWY. 78 LILBURN, GEORGIA 30247 979-8101

REVISIONS	
FILE NO.	DISC.
JOB NO. 91-51-005	
DWG BY: EJV	DES BY: DFC/MG

REZONING ORDINANCE

THE COUNCIL OF THE CITY OF SUGAR HILL, GEORGIA, HEREBY ORDAINS:

That the "Zoning Ordinance of the City of Sugar Hill" is hereby amended by amending the official zoning map adopted by that Ordinance to classify the area described on "Exhibit A" which is attached hereto and incorporated herein by reference as Residential (RS-100) on said official zoning map.

BE IT FURTHER ORDAINED that the following conditions are hereby included on the property as conditions of zoning: All homes built in the proposed subdivision, must have a minimum square footage of at least 1,600 square feet of heated space.

IT IS SO ORDAINED, this 10th day of June, 1991.

SEAL



ATTEST:

Cindy Foster
City Clerk

George Haggard
Mayor

David B. Hunt
Council Member

Bobbie Queen
Council Member

Thomas Morris
Council Member

John Wood
Council Member

Robert H. Davis
Council Member

EXHIBIT A

All that tract or parcel of land lying and being in Land Lot 306 of the 7th District of Gwinnett County, Georgia, and being more particularly described as follows:

The TRUE POINT OF BEGINNING for this tract or parcel of land is the common land lot corner between Land Lots 306, 307, 321 and 322 of the 7th District of Sugar Hill, Georgia. From this point of beginning, proceed thence north $59^{\circ} 04' 14''$ East along the common line between Land Lot 306 and Land Lot 322 for a distance of 956.84 feet to a point on the centerline of a 30 foot prescriptive easement for Old Cumming Road; proceed thence South $50^{\circ} 42' 54''$ East for a distance of 25.86 feet along the centerline of said prescriptive easement to a point; proceed thence along an arc with a radius of 3597.83 feet for an arc distance of 81.65 feet (chord bearing being South $50^{\circ} 39' 32''$ East and a chord length of 81.65 feet) to a point along the centerline of said prescriptive easement; proceed thence South $49^{\circ} 17' 38''$ East for a distance of 114.08 feet along the centerline of said prescriptive easement to a point; proceed thence South $59^{\circ} 03' 24''$ West for a distance of 520.45 feet to a point; proceed thence North $30^{\circ} 55' 46''$ West for a distance of 110.00 feet to a point; proceed thence South $59^{\circ} 04' 14''$ West for a distance of 508.65 feet to a point on the common line between Land Lot 306 and Land Lot 307; proceed thence along said common line North $30^{\circ} 55' 46''$ West for a distance of 99.58 feet to a point and the TRUE POINT OF BEGINNING. Said tract or parcel of land contains 3.496 acres.

City of Sugar Hill
Rezoning Application
Fee \$60.00

Hearing Date: May 20, 1991

Hearing Time: _____

Date of Application May 10, 1991

Information about property owner:/Representative
MECA Associates, U.S.A.

Name

725 S. Figueroa Street, Suite 3020

Los Angeles, CA 90017-5430
Address

(213) 955-7155 Representative William Burge III
HM Phone WK Phone

Map Reference # 7-340-4A; 7-340-11; 7-341-1; 7-341-2; 7-346-6; 7-347-20

Attach a legal description and plat of the property. *Plat needs to be small enough to make copies from.

Description of proposed use:

Project will be an upscale residential development with emphasis on its river setting and open spaces.

Timetable for development:

Development will be phased over 5 years or more as market conditions dictate.

Existing Zoning (RA-100) recently annexed Proposed Zoning RS-150

Requested Condition to Zoning:

The city acknowledges that within the next 12 months MECA Associates plans to submit an application for a planned unit development. Maximum density of planned unit development shall not exceed more than a 10% increase over the allowable density for a RS-150 zoning. The City agrees to approve the planned unit development application so long as it meets the City's planned unit development regulations.

PAID

MAY 13 1991

CITY OF SUGAR HILL

William Burge III

City of Sugar Hill
Rezoning Application
Fee \$50.00

Hearing Date: 4-15-91

Hearing Time: 7:30 p.m.

Date of Application 4-8-91

Information about property owner:

Kathy Williamson

Name

Sugar Hill Golf Course

Address

HM Phone

WK Phone

Map Reference # _____

Attach a legal description and plat of the property. *Plat needs to be small enough to make copies from.

Description of proposed use:

To change the golf course, sewer property ~~to~~
from AP to FM-2

Timetable for development:

Existing Zoning AF (Agricultural Proposed Zoning _____
and Forest
District.)

Kathy will be at meeting.

REZONING ORDINANCE

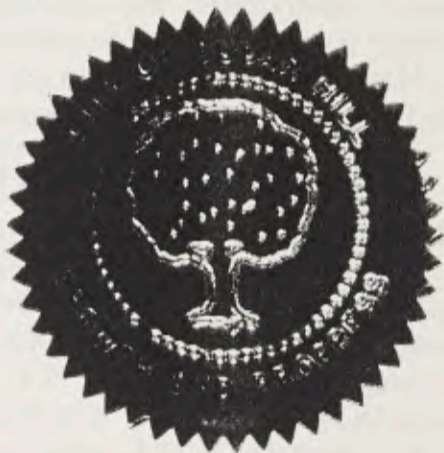
THE COUNCIL OF THE CITY OF SUGAR HILL, GEORGIA, HEREBY ORDAINS:

That the "Zoning Ordinance of the City of Sugar Hill" is hereby amended by amending the official zoning map adopted by that Ordinance to classify the area described on "Exhibit A" which is attached hereto and incorporated herein by reference as Heavy Manufacturing (HM-2) on said official zoning map.

BE IT FURTHER ORDAINED that the following conditions are hereby included on the property as conditions of zoning: None.

IT IS SO ORDAINED, this 10th day of June, 1991.

SEAL



ATTEST:

Judy Foster
City Clerk

George Aggand
Mayor

David L. Hunt
Council Member

Bobbie Queen
Council Member

Thomas Mann
Council Member

Roger Cook
Council Member

Raymond S. Davis
Council Member

EXHIBIT "A"

All that tract or parcel of land lying and being in Land Lots 346, 347, 348, 366 and 367 of the 7th Land District, Gwinnett County, Georgia designated as Tracts 6, 7, 8, 9, 10 and 11 on that certain plat of survey prepared for Guy Findley and Baron Herman, Inc. dated October 9, 1987, last revised November 4, 1987, and being recorded at Plat Book 44, Page 196, Gwinnett County, Georgia Records, and being more particularly described as follows:

BEGINNING at a point which is the intersection of Land Lots 366, 365, 347 and 348 of the 7th Land District of Gwinnett County, running thence along the Land Lot line separating land Lots 366 and 347, South 60 degrees 11 minutes 2 seconds West, a distance of 50 feet, to an iron pin found; thence South 88 degrees 49 minutes 09 seconds East, a distance of 1661.58 feet, to a point; thence North 53 degrees 23 minutes 26 seconds East, a distance of 315.60 feet, to a point; thence North 88 degrees 44 minutes 19 seconds East, a distance of 309.73 feet, to a point; thence South 55 degrees 29 minutes 04 seconds East, a distance of 150 feet, to a point on the northwest right-of-way of Suwanee-Buford Dam Road (80 foot right-of-way); thence South 34 degrees 48 minutes 54 seconds West, a distance of 101.19 feet, to an iron pin placed; thence South 34 degrees 30 minutes 56 seconds West, a distance of 47.77 feet, to a point; thence South 31 degrees 44 minutes 25 seconds West, a distance of 32.24 feet, to a point; thence leaving said right-of-way of Suwanee-Buford Dam Road and running South 60 degrees 00 minutes 00 seconds West, a distance of 801.25 feet, to a point; thence South 65 degrees 29 minutes 43 seconds West, a distance of 73.12 feet to a point; thence South 52 degrees 53 minutes 18 seconds West, a distance of 39.68 feet, to a point; thence South 31 degrees 32 minutes 08 seconds West, a distance of 50.30 feet, to a point; thence South 21 degrees 44 minutes 40 seconds West, a distance of 50.48 feet, to a point; thence South 09 degrees 49 minutes 25 seconds West, a distance of 404.43 feet, to a point; thence South 01 degree 25 minutes 49 seconds West a distance of 102.81 feet, to a point; thence South 12 degrees 41 minutes 16 seconds East, a distance of 76.31 feet, to a point on the Suwanee-Buford Dam Road (80 foot right-of-way); thence continuing along said right-of-way South 33 degrees 53 minutes 24 seconds West, a distance of 421.37 feet, to a point; thence leaving said right-of-way and running South 68 degrees 46 minutes 39 seconds West, a distance of 56.14 feet to a point; thence South 61 degrees 17 minutes 47 seconds West, a distance of 40.97 feet, to a point; thence South 56 degrees 49 minutes 16 seconds West, a distance of 21.19 feet, to a point; thence South 30 degrees 05 minutes 47 seconds East, a distance of 65.18 feet, to a point on the said right-of-way of Suwanee-Buford Dam Road; thence continuing along said right-of-way South 33 degrees 25 minutes 35 seconds West, a distance of 364.81 feet, to a point; thence South 26 degrees 38 minutes 14 seconds West, a distance of 130.48 feet, to a point; thence South 17 degrees 15 minutes 15 seconds West, a distance of 136.01 feet, to a point; thence South 08 degrees 12 minutes 26 seconds West, a distance of 123.11 feet, to a point; thence leaving

said right-of-way of Suwanee-Buford Dam Road and running North 14 degrees 56 minutes 34 seconds West, a distance of 178.18 feet, to a point; thence South 77 degrees 27 minutes 01 second West, a distance of 267.98 feet to a point; thence South 27 degrees 31 minutes 13 seconds West, a distance of 241.38 feet, to a point; thence South 80 degrees 56 minutes 35 seconds West, a distance of 739.60 feet, to a point; thence South 82 degrees 52 minutes 26 seconds West, a distance of 94.41 feet, to a point; thence North 48 degrees 31 minutes 13 seconds West, a distance of 433.50 feet, to a point; thence North 48 degrees 21 minutes 52 seconds West, a distance of 1185.85 feet, to a point; thence South 11 degrees 15 minutes 03 seconds West, a distance of 1502.23 feet, to an iron pin found on the northern right-of-way of Georgia Highway #20 (100 foot right-of-way); running thence along said right-of-way North 81 degrees 18 minutes 30 seconds West, a distance of 635.33 feet, to a point; thence North 19 degrees 14 minutes 40 seconds East, a distance of 1454.49 feet, to a point; thence South 65 degrees 10 minutes 03 seconds West, a distance of 75 feet to a point; thence South 65 degrees 10 minutes 03 seconds West, a distance of 325.50 feet, to a point; thence South 65 degrees 10 minutes 39 seconds West, a distance of 303.62 feet, to a point; thence North 29 degrees 53 minutes 48 seconds West, distance of 1177.20 feet, to a point; thence South 81 degrees 01 minute 00 seconds West, a distance of 581.85 feet to a point; thence North 00 degrees 50 minutes 36 seconds West, a distance of 707.95 feet, to a point; thence North 38 degrees 22 minutes 07 seconds East, a distance of 565.70 feet, to a point; thence North 38 degrees 22 minutes 07 seconds East, a distance of 96.53 feet, to a point; thence North 62 degrees 59 minutes 03 seconds East, a distance of 100 feet to a point; thence North 62 degrees 59 minutes 03 seconds East, a distance of 272.42 feet to a point; thence South 32 degrees 36 minutes 48 seconds East, a distance of 504.66 feet, to a point; thence South 51 degrees 40 minutes 49 seconds East, a distance of 361.17 feet, to a point; thence North 73 degrees 40 minutes 19 seconds East, a distance of 319.82 feet to a point; thence South 41 degrees 10 minutes 00 seconds East, a distance of 85.67 feet, to a point; thence South 41 degrees 10 minutes 00 seconds East, a distance of 186.83 feet to a point; thence North 69 degrees 30 minutes 00 seconds East, a distance of 181.40 feet to a point; thence North 24 degrees 50 minutes 00 seconds East, a distance of 121.08 feet, to a point; thence North 24 degrees 50 minutes 00 seconds East, a distance of 335.32 feet, to a point; thence North 11 degrees 13 minutes 38 seconds East, a distance of 607.92 feet, to a point; thence North 72 degrees 48 minutes 10 seconds East, a distance of 267.18 feet, to a point; thence South 41 degrees 59 minutes 22 seconds East, a distance of 265.38 feet, to a point; thence South 02 degrees 20 minutes 30 seconds West, a distance of 175.72 feet, to a point; thence South 47 degrees 03 minutes 41 seconds East, a distance of 253.64 feet, to a point; thence South 84 degrees 29 minutes 37 seconds East, a distance of 513.59 feet to a point; thence South 29 degrees 06 minutes 11 seconds East, a distance of 505.11 feet, to the point of beginning.

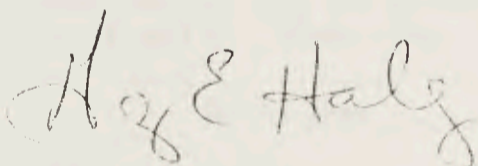
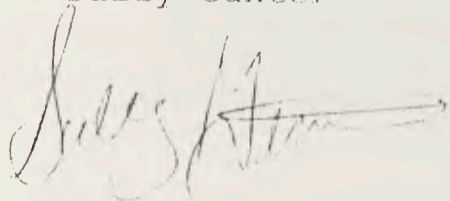
Sally Gunter
5567 Sycamore Road
Sugarhill, GA 30518

I would like to address the damages listed for the Sugar Hill Community Center. We cleaned up after the party, swept floors, and removed trash. We only set up 20 chairs and never used any tables. We feel we should have been contacted the morning that the clean up crew arrived and supposedly found the damage. The party was supervised by three adults, as was the clean up. We followed all instructions given to us before the renting and after returning the keys.

Sally Gunter

Gary Haley

Stanley Gunter



CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



May 6, 1991

Ms. Sally Gunter
5567 Sycamore Road
Sugar Hill, GA 30518

Dear Ms. Gunter:

The Sugar Hill Community Center was rented by you for the evening of May 3, 1991 from 3:00 p.m. until 12:00 p.m. The Center was inspected prior to your use on Friday. It was again inspected on Saturday, May 4, 1991 at 11:00 a.m. The following items were abused and need to be repaired or replaced.

- | | |
|---|-----------------|
| 1) New folding table - legs broken..... | \$120.00 |
| 2) Window crank..... | 25.00 |
| 3) Ceiling tiles - several broken..... | 15.00 |
| 4) Extra person needed to clean center due to drinks
spilled on floor and all over walls, floor and
bathroom were filthy..... | 25.00 |
| Total Due..... | \$185.00 |

This amount does not include the \$25.00 deposit. This deposit is payable to you upon receipt of payment for this invoice.

Sincerely,

Kathy Williamson
City Manager

KFW:jlf

SUGAR HILL COMMUNITY CENTER CHECK LIST

To be checked by user before event

	Yes	No
Floor clean	✓	
Bathroom clean	✓	
Piano locked	✓	
Broom in closet	✓	
Dustpan in closet	✓	
Trash collected & removed	✓	
Refrigerator clean	✓	
Appliances unplugged	✓	
Thermostat turned down	✓	
Oven turned off		
Stove turned off	✓	
Doors locked	✓	
Chairs stacked (number)	✓	
Tables folded (number)	✓	

To be checked by City Hall employee after event

	Yes	No
Floor clean		✓
Bathroom clean		✓
Piano locked	✓	
Broom in closet	✓	
Dustpan in closet	✓	
Trash collected & removed		
Refrigerator clean	✓	
Appliances unplugged	✓	
Thermostat turned down	✓	
Oven turned off	✓	
Stove turned off	✓	
Doors locked	✓	
Chairs stacked (number)	✓	
Tables folded (number)		

(signature of user)

(name of organization)

(date)

(time)

J. Williams

(signature of City Hall employee)

(signature of City Hall employee)

5/14/91

(date)

11:30 A.M.

(time)

NOTE TO USER: This check list must be completed and returned with the key to City Hall, either in person or left in the night deposit box, immediately after the event.

It is assumed the Community Center is clean and ready for use when the assigned individual or group begins its reserved time. If any problems are discovered in the Community Center prior to usage by the assigned individual or group, this should be brought to the immediate attention of City Hall.

PLEASE USE THE OTHER SIDE OF THIS SHEET FOR COMMENTS.

SUGAR HILL
COMMUNITY CENTER PERMIT

This permit is issued this 9th day of April,
19 91, from the City of Sugar Hill (hereinafter referred to as "City")
to Society Hunt (hereinafter referred to as "user")
to use the Sugar Hill Community Center (hereinafter referred to as "Center"). The
terms of use shall be for the 3rd day of May,
19 91. The hours agreed upon are from 6:30^{am} until 12:00^{pm}.
The "Center" will be used for the following activity: Party.

Signatures on this document indicate that the signer has read, understands,
and agrees to abide by the rules and regulations in the attached document entitled
"Use of the Sugar Hill Community Center".

Society Hunt
(name of organization)

5567 Sepamore Road
(number and street)

Sugar Hill 932-0773
(city) (phone number)

Scott McEachern
(authorized signature)

4/9/91
(date)

PAID

APR 09 1991

CITY OF SUGAR HILL

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR & COUNCIL
FROM: CITY MANAGER
DATE: JUNE 10, 1991
RE: D.O.T. REQUIREMENTS FOR DUMP TRUCKS

Recently, it has come to the city's attention that the state requires covers for dump trucks. This is to avoid the hazards of trash falling onto the highways.

The cost of these covers from Allison Truck Body in Gainesville is \$350.00 each.



**GEORGIA
MUNICIPAL
ASSOCIATION**

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

May 20, 1991

M E M O R A N D U M

TO : Mayors
c/o City Managers and City Clerks

FROM: James Neal, President *[Signature]*

RE : Voting Delegate at the GMA Convention

The Constitution and By-laws of the Georgia Municipal Association provides that each member city in good standing shall be entitled to one vote during the Annual Business Session of the Association. The Business Session will be held this year on Tuesday, June 25, 1991 beginning at 10:45 AM in the Theater of the Savannah Civic Center.

In order to avoid delay and confusion at the convention, we are requesting that each city designate in advance the voting delegate and alternate for your city. The credentials card should be picked up in the lobby of the Civic Center on Tuesday, June 25th beginning at 8:30 AM. The cards will not be distributed before that time.

Please notify your city's delegate that they have been selected as your city's representative and the time and location for the distribution of the credentials card.

Please fill out the enclosed postal card indicating the voting delegate and alternate and have it postmarked and returned to GMA no later than June 17th.

Thank you.

JN/cf
enclosure

cc: Mr. James V. Burgess, Jr., Executive Director

OFFICERS

- James Neal
President
Commissioner, Toccoa
- Tracy P. Stallings
First Vice President
Mayor, Carrollton
- Ed Cannington, Jr.
Second Vice President
Mayor, Lumpkin
- Myrtle L. Davls
Third Vice President
Councilmember, Atlanta
- James V. Burgess, Jr.
Executive Director

BOARD OF DIRECTORS

- Past Presidents:**
- Frank Sherrill, Mayor, Social Circle • Ira Jackson, Commissioner of Aviation, Atlanta • Bill Reynolds, Mayor, Bainbridge • Bob Knox, Jr., Mayor, Thomson • Gerald Thompson, Mayor, Fitzgerald • John Rousakis, Mayor, Savannah

- District Board:**
- Keith Dixon, Mayor, Kingsland • Perry Lee DeLoach, Mayor, Claxton • Len Powell, Mayor, Thomasville • Henry Mathis, Commissioner, Albany • Charles E. Kersey, Mayor, Thomaston • Kay Hardage, Mayor, Ideal • Patricia Wheeler, Mayor Pro Tem, Stone Mountain • Dave Hawthorne, Mayor Pro Tem, Sugar Hill • Carolyn Long Banks, Councilmember, Atlanta • Sandra B. Johnson, Councilmember, Alpharetta • Billy M. Copeland, Mayor, McDonough • J. Clark Boddie, Mayor, Palmetto • Napoleon Fielder, Chairman Pro Tem, Rome • Betty Hunter, Councilmember, Marietta • Jimmy Rainwater, Mayor, Valdosta • Derward Buchan, Mayor Pro Tem, Douglas • Bob Hamrick, Commissioner, Gainesville • Barbara Thomas, Mayor McCaysville • Mary Hull Marks, Councilmember, Augusta • Helen G. "Sistie" Hudson, Mayor, Sparta • Ken Vance, Councilmember, Milledgeville • Johnny Bradfield, Mayor, McRae

- Directors At-Large:**
- Jane Pruett, Councilmember, Roswell • John Meadows, Mayor, Calhoun • James W. Buckley, Mayor, Swainsboro • Evelyn Turner, Councilor, Columbus • Bill McIntosh, Mayor, Moultrie • Beth Sheehan, Alderman, Savannah • Maynard Jackson, Mayor, Atlanta

- Section Presidents:**
- Gary Glover, City Attorney, Waynesboro • Ken Hammons, City Manager, Dublin • Steve Durden, City Clerk, Macon

- GMEBS Chairman:**
- Jim Calvin, City Manager, Toccoa

IDEAL METER SERVICE

P.O. BOX 701 • 319 EAST WAREHOUSE CT.
TAYLORS, SOUTH CAROLINA 29687
(803) 268-5271

TO: Mrs. Cathy Williamson

RE: Quote for Gas Meters and Regulators

500 American AC-250 gas meters with connections (one side insulated) \$57.00

Meters can be supplied at intervals per city's request.

American 1213B 90° regulators 3/4" X 1" or 1" X 1" \$15.51

ORIGINAL - WHITE
DUPLICATE - YELLOW

PURCHASE ORDER

No 5811

CITY OF SUGAR HILL

4988 WEST BROAD STREET SUGAR HILL, GEORGIA 30518
PHONE 945-6716

THIS NUMBER MUST
APPEAR ON ALL
INVOICES AND
CORRESPONDENCE

TO *Gwinnett Utilities*

S
H
I
P
T
O

DATE	DATE REQUIRED	TERMS	SHIP VIA	F O B.	REQUISITION NO
<i>6-1-91</i>					

QUANTITY	REC'D	PLEASE FURNISH ITEMS LISTED BELOW DESCRIPTION-STOCK NO.	UNIT PRICE	AMOUNT
<i>3</i>		<i>4" gas valves</i>	<i>\$310</i>	<i>930</i>
		<i>4" 90 elbows</i>	<i>\$27</i>	<i>27</i>
<i>2</i>		<i>4" tees</i>	<i>\$30</i>	<i>60</i>
		<i>Gas main at Lakefield Forest - 2nd phase to: Jimmy Conde Hill:</i>		
		<i>Gas Dept: Pipe & Fittings</i>		
			TOTAL	<i>\$1,017</i>

ALL INVOICES MUST BE
SUBMITTED TO

CITY OF SUGAR HILL
4988 West Broad Street
Sugar Hill, Georgia 30518

CITY OF SUGAR HILL

BY *[Signature]*

PURCHASE ORDER

No 5822

CITY OF SUGAR HILL

4988 WEST BROAD STREET SUGAR HILL, GEORGIA 30518
PHONE 945-6716

THIS NUMBER MUST
APPEAR ON ALL
INVOICES AND
CORRESPONDENCE

TO

Utilities Supply

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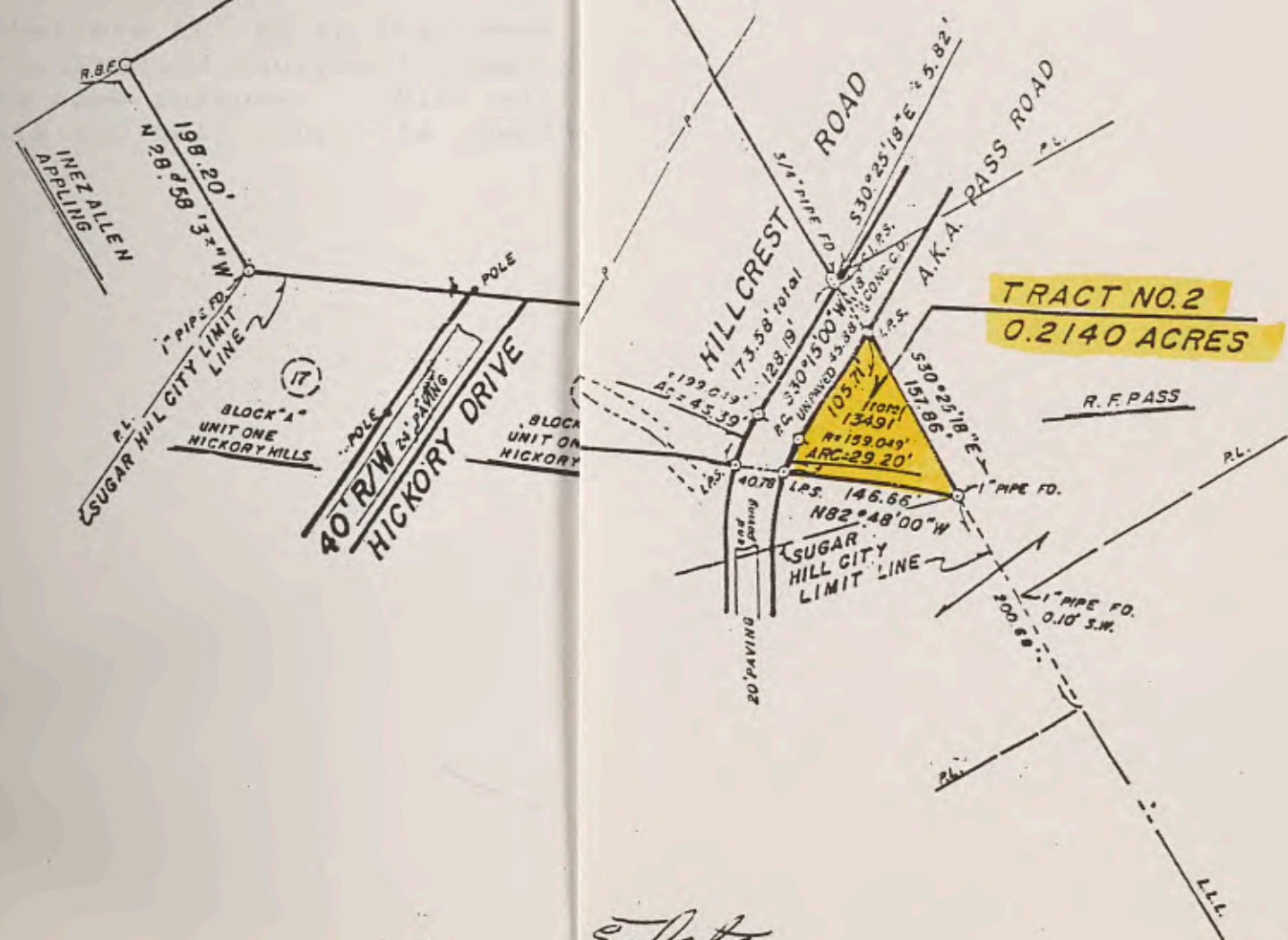
DATE	DATE REQUIRED	TERMS	SHIP VIA	F. O. B.	REQUISITION NO	
6/10/91						
QUANTITY	REC'D	PLEASE FURNISH ITEMS LISTED BELOW DESCRIPTION-STOCK NO.			UNIT PRICE	AMOUNT
36		Risers			\$13.95	\$502.20
4000'		Gas tubing 5/8"			.10ft	400.00
50		3/4" Gas Valves			12.50	625.00
50		Hot Dogs			5.90	295.00
	Box	Brass Female Adaptors			5.40	5.40
1	Box	Brass male Adaptors			5.10	5.10
25		3/4" Style 90 Dressers			9.65	241.25
25		3/4" Style 65 Dressers			7.70	192.50
25		Curve Stops			10.80	270.00
20		8" x 3/4" Water Saddles			22.00	440.00
500'		3/4" Water line			.29ft	145.00
10,000'		Inacer wire (per 1,000')			41.00	410.00
					TOTAL	\$3,531.45

ALL INVOICES MUST BE
SUBMITTED TO

CITY OF SUGAR HILL
4988 West Broad Street
Sugar Hill, Georgia 30518

CITY OF SUGAR HILL

BY *Danny Hughes*



Estate

the 1990s, the number of people with a mental health problem has increased in the UK (Mental Health Act 1983, 1990).

There is a growing awareness of the need to improve the lives of people with mental health problems. The Department of Health (1999) has set out a strategy for mental health care, which includes a commitment to improve the lives of people with mental health problems. This strategy is based on the following principles:

• To improve the lives of people with mental health problems.

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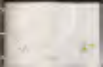
• To improve the lives of people with mental health problems.

• To improve the lives of people with mental health problems.



200' 300' 500'
 GRAPHIC SCALE
NNON, MEEKS & BAGWELL, SURVEYORS
 PLANNING
 238 BUFORD DRIVE
 LAWRENCEVILLE, GEORGIA 30245

Bothwell Pass Estate



June 10, 1991
Council Meeting
Prepared by Bob Boltz

CONTRACTS:

GRASSING - Specialty Grading \$235,000.00

ASPHALT - Tanner Bros. Paving \$100,000.00

Note: These two items were deleted from the general contractors contracts.

DRAINAGE - approx. 1000 ft. 15" drain pipe
@ \$14.00 per ft. \$ 14,000.00

120 ft. 18" drain pipe @ \$18.00 per ft. \$ 2,160.00

GOLF COURSE EQUIPMENT -

I believe it is in the best interest of the City to purchase reconditioned equipment used by golf courses during grow-in for this same purpose. This will result in a substantial savings until our golf course is completely grassed over.

MEMORANDUM

TO: JUDY FOSTER

FROM: BOB BOLTZ

DATE: JUNE 4, 1991

RE: REQUESTS

1 - AIR COMPRESSOR	900.00
1 - BENCH VISE	40.00
1 - PIPE VISE	50.00
1 - FLOOR JACK	300.00
1 - BENCH GRINDER	200.00
1 - HAND GRINDER	100.00
1 - BATTERY CHARGER	300.00
1 - DROP LIGHT	30.00
1 - WHEEL BARROW	50.00
1 - KAWASAKI MULE	5,200.00
1 - 21" HAND ROTARY	600.00
1 - ROLLER	100.00
1 - SCALE (POUNDS)	25.00
1 - SCALE (OUNCES)	25.00
1 - FAIRWAY MOWER	39,000.00
1 - 3 WHEEL DRIVE, REEL MOWER	11,200.00
1 - HAND HELD RADIO (PRISON CREW)	495.00
1 - SAND TRAP RAKE (POWER)	6,550.00
1 - CIRCULAR SAW	125.00
1 - 3/8" DRILL	110.00

TOTAL

\$65,400.00

Delete
"
"

ROADWAY RESURFACING AND MAINTENANCE AGREEMENT

THIS AGREEMENT made by and between the CITY OF SUGAR HILL, a municipal corporation chartered by the State of Georgia (hereinafter referred to as City) and GWINNETT COUNTY, GEORGIA, a subdivision of the State of Georgia (hereafter sometimes referred to as County), each of whom has been duly authorized to enter into this agreement.

W I T N E S S E T H:

WHEREAS, the parties to this agreement are governmental units or associations of governmental units located within Gwinnett County, Georgia; and

WHEREAS, the parties hereto are interested in serving the needs of the citizens of Gwinnett County by providing a safe and efficient system of roads and highways; and

WHEREAS, in providing a safe and efficient system of roads and highways, it is necessary to provide resources for maintenance and resurfacing of existing roadways;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and in consideration of the mutual promises and undertakings herein, the parties hereto do hereby agree and consent as follows:

1.

County shall perform certain resurfacing work on roads and highways located within the city limits of the City not to exceed the sum of \$ 67,749 during the calendar year

1991. County shall not be required to place said funds in any separate accounts or otherwise hold them separately from other County funds. The individual roadways to be resurfaced shall be selected by the City from a list to be prepared by County from its Pavement Management System. Funding for such work shall be provided by County which may contract for the work to be performed by third parties including County's annual Resurfacing Contractors.

2.

The City shall not request that the County resurface any roadway which is not owned by the City in which the road is located. The City agrees to acquire any right-of-way necessary to perform any work hereunder by condemnation, if necessary. Should it be necessary to acquire right-of-way for any purpose under this agreement, City agrees to do so within a reasonable time and at the expense of the City.

3.

The City agrees to pay for the expense of any utility facility removal or relocations necessary in connection with any resurfacing work under this agreement regardless of ownership of the utility facility. City further agrees to complete such relocation prior to the beginning of any resurfacing work. PROVIDED, HOWEVER, that if any third party is liable for the expenses of removal or relocation of any utility facility required to be moved, City may seek payment from such third party. As used herein, the term "utility facility" shall mean any pipe, pipeline, wire, wiring, cable, conduit, pump, switch or other property of any

kind used for or relating to any electrical, cable, television, telephone, sewer, storm water, water, gas, or other utility. County reserves the right to relocate any manholes and/or water valves located in or on a roadway to be resurfaced hereunder and charge the cost of such action to the resurfacing project itself.

4.

City agrees to pay for and perform the removal of any right-of-way obstructions deemed necessary by County to perform any resurfacing work hereunder. Should the City refuse to pay such costs in writing within three days of notification by County, it shall not be responsible therefor, but in such event, County shall halt further work on the affected repaving project and reallocate any unused funds from said repaving project according to the terms of paragraph 10 hereof.

5.

As to each and any resurfacing work, the City in which such work is located hereby assumes the entire responsibility and liability for any and all damages, injury or death or destruction of any person or property resulting from or arising out of any act or omission in connection with this contract or the prosecution of work hereunder, whether caused by the City or the County or any of their agents, servants or employees or by any third parties. The City in which the work is located shall indemnify and hold harmless the County, its agents, servants and employees, past and present, from and against any and all loss and/or expense without limitation which they or either of them may suffer, pay or be obligated to pay

as a result of suits or claims which arise as described in the preceding sentence, irrespective of the County's negligence (except that the County shall not be indemnified for its own, sole negligence). The City, if requested, shall assume and defend at its own cost, any suit, action or other legal proceeding arising therefrom, and the City hereby agrees to satisfy, pay and cause to be discharged of record any judgment which may be rendered against the County arising therefrom.

This provision shall in no way relieve any contractor performing the services of any liability or of its responsibility to perform the services set forth in this Agreement in a safe and responsible manner or to complete the work in a good, substantial and workmanlike manner. Should the County elect to perform any services with its own employees, it shall be responsible for performing such services in a good and workmanlike manner. This provision is not intended and shall not be construed to in any way waive any immunities or protections provided to either Gwinnett County or to any City which is a party to the Agreement by the Constitution and laws of the State of Georgia.

If there occurs any such loss, expense, injury, damage or death and the City fails or refuses for any reason to completely honor its obligations under this paragraph, County may, but shall not be compelled to, set aside a sum which in its judgment is sufficient to discharge the obligations of the City, hereunder from the sums set aside for resurfacing under Paragraph 1 hereof. County may refuse to continue or commence any resurfacing project to ensure the availability of sufficient funds. If the sum set

aside for resurfacing is greater than the sum set aside to discharge the City's obligations hereunder, the balance remaining shall be reallocated and a new list of projects to be undertaken shall be prepared in the manner the original selections were made.

6.

City agrees not to issue development permit(s) to any person or entity for development until the County has approved the permit as it relates to allowing curb cuts, establishing or allowing acceleration or deceleration lanes, changes in paving, drainage or dimensions or waive any provisions of street construction standards of any roadway described in Exhibit A attached to this agreement and made a part hereof or other matters dealing with improvements located within the right-of-way. Violation of this provision by the City shall be grounds for County in its discretion to cancel all County's obligations as to work hereunder in such City.

7.

City agrees to maintain any and all roads within its city limits, including those repaved by County unless they are included in the list of County roads to be maintained by County which is attached hereto as Exhibit A, made part of this agreement. City agrees that County shall not be responsible for damages arising from City's failure to maintain said roads.

8.

County shall prepare a list of possible projects for resurfacing and shall assign to each project a dollar value which is the County's best estimate of the cost of such project. All project costs shall include a 3% inspection fee. In making such

estimate, County may include an amount to offset factors which are unknown now but may cause cost overruns if they exist, occur or become known. The City shall determine which projects on said list will be undertaken and notify County in writing of their selection.

9.

County shall either perform or cause to be performed by a contractor or contractors all resurfacing work or maintenance to be done hereunder. The scheduling of work is within the sole discretion of County. If the resurfacing work or maintenance is contracted out, County may inspect any work done by said contractor to ensure compliance with such contractor's agreement with County. The City shall be responsible for identifying and correcting any safety problems, whether preexisting or caused or aggravated by work done hereunder. The foregoing obligation of City shall include without limitation improving, rebuilding, shaping, dressing and compaction of shoulders.

10.

Should any project in the City fail to be completed during the calendar year in which this agreement is signed for any reason, including, without limitation, weather, legal action, strike, force majeure, the need to use contractor or work crews for other work, etc., the funds which were to be used thereon shall be held and expended for resurfacing work in the City the next year. Any funds so held together with any funds left after the project selection process is complete which are inadequate to completely pay for an additional project and any sums dedicated to a project which are not needed for its completion shall be added to funds to be allocated to projects in the next succeeding year under a

similar agreement, if any. If no similar agreement is entered into in the next year, the money allocated to such City but not paid out to the City shall be available for use by the County in its discretion.

11.

County shall maintain the roadways and traffic control devices on the County roadways listed on Exhibit A, as the same may be amended from time to time, which is attached hereto and by reference incorporated herein. Funds necessary for such maintenance shall be paid separately by County and not deducted from the sum set forth in paragraph 1 hereof.

12.

All cities which are parties to this agreement agree to adopt and enforce within 90 days of the execution hereof the street construction standards of Gwinnett County as set forth in the Gwinnett County Development Regulations as a city ordinance if and to the extent that their own standards are lower than the Gwinnett County street construction standards.

13.

As an alternative to the provisions of the foregoing Sections 1-10 wherein the County agrees to perform certain resurfacing work, City may elect to receive the allocated resurfacing funds and perform the work with its own forces or contractors. County will offer reasonable technical assistance if requested by the City. Upon written notice by the City to the County of City's intent to proceed under this provision, and a description of the projects to be undertaken, County shall transfer said funds to the City. In consideration of and with respect to

these funds and project(s), City agrees as follows:

- (A) All such funds shall be used for the resurfacing of public city streets within the City.
- (B) In performing or having performed said resurfacing work, City shall comply with Georgia Department of Transportation specifications.
- (C) City shall advise County of the street(s) which were resurfaced and provide documentation of the purchase of materials.
- (D) Should City not receive sufficient funds in any given calendar year to resurface at least one street, City can place the transferred funds in a designated account until adequate funds accrue to accomplish said proposed project. City will advise County as to said planned project.
- (E) City agrees to be bound by the preceding paragraph 6, and by the provisions of the preceding paragraphs 5 and 7, and generally agrees that it shall hold harmless and defend Gwinnett County and its officials and employees from any and all claims arising out of the performance of said resurfacing work by said City or its contractors.

14.

All notices served pursuant to this agreement upon County shall be served upon the Chairman of the Gwinnett County Board of Commissioners at 75 Langley Drive, Lawrenceville, Georgia 30245. All notices served pursuant to this agreement upon the City shall

be sent to the person and address indicated on that City's signature page of this agreement.

15.

This agreement constitutes the entire agreement between the parties hereto as to all matters contained herein. No other writing or oral agreement or conversation shall affect or modify any of the terms and obligations herein contained. All subsequent changes to this contract must be in writing and signed by the parties involved. This agreement is for the benefit of the parties hereto only and is not intended to benefit any third parties or give rise to any duties to or causes of action for any third parties. This contract shall be effective as soon as it is executed by all the parties hereto.

16.

The provisions of this agreement shall be automatically renewed from year to year upon the approval by the County of adequate funds to finance the resurfacing work for that calendar year and upon preparation by the County of the list described in paragraph one (1) for that calendar year. Each calendar year, the County shall provide the City with a notice setting forth the amount of funding to be provided by the County under the agreement for that calendar year and providing the list described in paragraph one (1) for that calendar year. Either party to this agreement may withdraw from the agreement by providing written notice of its withdrawal to the other party within forty-five (45) days of the County providing the amount of funding and list for any calendar year. Should the County fail to provide funding for any calendar year to finance the resurfacing work provided for in this

agreement, the agreement shall automatically terminate.

IN WITNESS WHEREOF, the parties hereto acting through their duly authorized agents have caused this agreement to be signed, sealed and delivered this 10th day of June, 1991.

GWINNETT COUNTY, GEORGIA

By: _____

Title: _____

APPROVED AS TO FORM:

ATTEST:

County Attorney

By: _____

Title: _____

CITY OF SUGAR HILL

By: Shirley A. [Signature]

Title: Mayor

ATTEST:

By: Judy [Signature]

Title: City Clerk

NOTICES TO BE SERVED UPON

Person: Kathy Williamson

Address: City of Sugar Hill

4988 West Broad Street

Sugar Hill, GA 30518

LEVEL
CREEK
/

STREETS WITHIN CITIES FOR WHICH
GWINNETT COUNTY WILL RETAIN
RESPONSIBILITY --04/01/91

SECTION	STREET	FROM	TO	LGTH
B612110	ARCADO RD	ROCKBRIDGE RD	LIL-STN MTN RD	1.05
B612407	ARCADO RD	KILLIAN HILL RD	LIL-STN MTN RD	1.03
E530203	AUBURN RD	DACULA RD	2285'N DACULA RD	0.43
B626901	BERKELEY LAKE RD	P I BL	P I BL	2.36
B630002	BUSH RD	BERKELEY LAKE RD	CITY LIMITS	0.10
B612305	CAMP CREEK RD	JOY LN	RAILROAD RD	0.31
B612309	CAMP CREED RD	JOY LN	ARCADO RD	0.60
C611221	COLE DR	LIL-STN MTN RD	KENNETH DR	0.17
E530201	DACULA RD	U S HY 29	AUBURN RD	0.15
E530202	DACULA RD	AUBURN RD	OLD PEACHTREE RD	1.17
A725808	DAVIS RD	S R 13	E END	0.32
D514002	DAVIS RD	MOON RD	S R 20	0.60
E530301	FENCE RD	DACUAL RD	HEBRON CHURCH RD	0.23
C510906	FIVE FORKS TRICKUM R	JOHNSON RD	GWINNETT DR	1.69
A722603	HAMILTON MILL RD	N BOGAN RD	S R 13	1.56
B614602	HARBINS RD	U S HY 29	DICKENS RD	0.64
E530102	HARBINS RD	U S HY 29	FORESTDALE DR	0.67
B625422	HOLCOMB BRIDGE RD	S PEACHTREE ST	4260'N S P'TREE	0.81
E517701	HOSEA RD	HURRICANE SHOAL	U S HY 29	1.01
700901	HURRICANE SHOALS RD	S R 120	HOSEA RD	2.01
B614801	INDIAN TRAIL-LIL RD	U S HY 29	BURNS RD	1.12
C510907	JOHNSON RD	F F T RD	U S HY 29	1.03
B612403	KILLIAN HILL RD	ARCADO RD	3055'E US HY 29	1.12
D502903	LENORA CHURCH RD	SPRINGDALE RD	S R 124	1.77
B624207	MITCHELL ST	U S HY 23	LAWRENCEVILLE S	0.16
D511701	MOON RD	S R 124	DAVIS RD	0.66
D514716	NEW HOPE RD	S R 124	7350'S S R 124	1.39
B629004	NO BERKELY LAKE R	P I BL	U S HY 23	0.72
A722602	NORTH BOGAN RD	HAMILTON MILL R	THOMPSON MILL R	1.07
B622305	NO NORCROSS-TUCKER R	JIMMY CARTER BL	U S HY 23	0.95
A725502	NORTH PRICE RD	1145'E BROGDON	OLD SUWANNEE RD	1.31
D503901	NORTH RD	PINE RD	OAK RD	0.51
D504001	NORTH RD	PINEHURST RD	PINE RD	0.35
D505702	NORTH RD	175'S TOWN PL	PINEHURST RD	0.41
D507301	NORTH RD	1465'S S R 124	PHARRS RD	0.77
A730102	NO RICHLAND CREEK R	S WATERWORKS RD	SHADBURN FERRY	0.46
C502417	OAK RD	HOLLY BROOK RD	S R 124	1.24
C511205	OLD NORCROSS RD	MONFORT RD	PIKE ST	1.11
A720114	OLD PEACHTREE RD	400'W FOREST LN	U S HY 23	0.73
D502904	PATE RD	LENORA CHURCH R	3560' E LENORA	0.67
A723901	PEACHTREE IND BLVD	10500'E CHATTAH	MCGINNIS FERRY	0.79
A725201	PEACHTREE IND BLVD	SUWANEE DAM RD	2085'E SUWANEE	0.39
A725301	PEACHTREE IND BLVD	2085'E SUWANEE	W PRICE RD	1.18
A727501	PEACHTREE IND BLVD	W PRICE RD	9945'E W PRICE	1.88
729101	PEACHTREE IND BLVD	9945'E W PRICE	S R 20	0.44
B629005	PEACHTREE IND BLVD	BERKELEY LAKE R	PLEASANT HILL R	1.38
A729212	PEACHTREE IND BLVD	S R 20	1925' N S R 20	0.36

STREETS WITHIN CITIES FOR WHICH
GWINNETT COUNTY WILL RETAIN
RESPONSIBILITY -- 04/01/91

SECTION STREET	FROM	TO	LGTH
A729213 PEACHTREE IND BLVD	1925' N S R 20	3045' N S R 20	0.21
A730401 PEACHTREE IND BLVD	3045' N S R 20	LITTLE MILL RD	0.78
A730402 PEACHTREE IND BLVD	LITTLE MILL RD	HALL CTY LINE	2.21
D504002 PINEHURST RD	S R 124	NORTH RD	0.21
D504003 PINEHURST RD	NORTH RD	VALLEY CREEK CR	0.84
A626602 PLEASANT HILL RD	U S HY 23	P I BL	1.98
B612111 ROCKBRIDGE RD	ARCADO RD	RR TRACK	0.67
B613701 ROCKBRIDGE RD	RR TRACK	1995' N RR TRACK	0.38
A720402 ROGERS BRIDGE RD	CHATTAHOOCHEE D	U S HY 23	0.30
D509902 ROSEBUD RD	BRUSHY FORK RD	TEMPLE-JOHNSON R	0.55
D512203 ROSEBUD RD	BRITT ST	S R 20	0.88
A725205 SETTLES BRIDGE RD	SUWANEE DAM RD	900'N MOORE RD	0.89
A730213 SHADBURN FERRY RD	P I B	SAWNEE AV	0.54
D514901 SIMONTON RD	S R 20	NEW HOPE RD	1.28
D503802 SKYLAND DR	U.S HY 78	ROCKDALE CR	1.59
B624310 SOUTH PEACHTREE ST	U S HY 23	JONES ST	0.57
A730109 SOUTH WATERWORKS RD	S R 13 LOOP	P I B	0.21
A730103 SOUTH WATERWORKS RD	P I B	HALL CTY LINE	0.69
D502912 SPRINGDALE DR	PATE RD	MEADOWBROOK WY	0.17
D502913 SPRINGDALE DR	SKYLAND DR	HIDDEN FOREST D	0.20
C514201 STONE MOUNTAIN ST	PERRY ST	GWINNETT DR	0.52
A723606 SUWANEE DAM RD	U S HY 23	630' N U S HY 23	0.12
A723607 SUWANEE DAM RD	630'N U S HY 23	260'N P I B	0.61
A725203 SUWANEE DAM RD	260' N P I BL	SETTLES BRIDGE	0.32
A725204 SUWANEE DAM RD	SETTLES BRIDGE	LEVEL CREEK RD	1.25
D503806 WISTERIA DR	U S HY 78	NORTH RD	0.55

*** TOTAL ***

59.43

Post-It brand fax transmittal memo 7671		# of pages 1	
To	TOM MITCHELL	From	BILL POWELL
Co.		Co.	G.C.D.O.T.
Dept.		Phone #	
Fax #		Fax #	

1991 CITY/COUNTY ROAD MILEAGES

11-Mar-91

OVERALL SUMMARY

TOTAL PUBLIC MILES (EXCLUDING STATE)	2109.46
TOTAL MILEAGE OUTSIDE CITY LIMITS	1666.47
TOTAL MILEAGE WITHIN CITY LIMITS	442.98
ADDITIONAL CITY MILES TO BE MAINTAINED BY COUNTY	70.22
REMAINING MILES TO BE MAINTAINED BY CITIES	372.76

CONTRACT AMOUNTS



BREAKDOWN OF CITY MILEAGE

CITY CODE	CITY	TOTAL MILES	MILES COUNTY WILL MAINTAIN	REMAINING CITY MILES	% OF TOTAL 372.76 CITY MILES	1990-1991 SHARE (OF \$900,000)
A	BERKLEY LAKE	7.03	2.36	4.67	1.25	\$11,275
B	BUFORD	59.11	7.85	51.26	13.75	\$123,763
C	DACULA	16.23	2.66	13.57	3.64	\$32,764
D	DULUTH	51.52	7.82	43.70	11.72	\$105,510
E	GRAYSON	6.58	1.40	5.18	1.39	\$12,507
F	LAWRENCEVILLE	83.44	11.30	72.14	19.35	\$174,176
G	LILBURN	39.96	8.71	31.25	8.38	\$75,451
H	LOGANVILLE	3.73	0.00	3.73	1.00	\$9,006
I	HORCROSS	29.87	2.77	27.10	7.27	\$65,431
J	REST HAVEN	1.56	0.00	1.56	0.42	\$3,766
K	SNELLVILLE	74.85	11.02	63.83	17.12	\$154,113
L	SUGAR HILL	32.27	4.21	28.06	7.53	\$67,749
M	SUWANEE	35.93	10.12	25.81	6.92	\$62,316
N	AUBURN	0.90	0.00	0.90	0.24	\$2,173
		442.98	70.22	372.76	100.00	\$900,000

CALLED COUNCIL MEETING
MONDAY, JUNE 17, 1991
7:30 P.M.

A G E N D A

- A) Progress of the Golf Course
- B) Review of Budget & Available Funds
- C) Engineer Recommendation
- D) Sewer Treatment Plant Plans
- E) Pooled Leasing Funds - Bids
- F) Gas Department Employees
- G) City House - Highway 20



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

TO: Honorable George O. Haggard, Mayor
City Hall
4988 West Broad Street
Sugar Hill, Georgia 30518

DATE: March 13, 1991
PROJECT NO: 90-199-ST
OPERATION NO: 154,110
AUTHORIZATION NO: 08

MUNICIPAL SERVICES AUTHORIZATION

RE: Review Subdivision Plans

Description of Services Requested

HAYES, JAMES & Associates, Inc. will review subdivision plans for the City of Sugar Hill at the following rates:

- 1. Review Subdivisions Plans \$60 per sheet including Cover Sheet
- 2. Review Storm Water Hydrology and Detention Pond Report \$500 per Detention Pond
- 3. Review of Sewerage Pumping Station \$500 per Pumping Station
- 4. Checking Resubmittals
 - \$15 per Sheet - Subdivision Plan
 - \$50 per Pond - Hydrology Report
 - \$50 per Station - Sewerage Pumping Station

If HAYES, JAMES & Associates, Inc. submits any development plans, we will arrange for a review by an independent and qualified engineer acceptable to the City, at the above standard rates.

5. Field Visits or Meetings, necessary to resolve construction problems, will be billed at \$50 per hour, plus 35¢ per mile.

Base of Payment

Hourly per Agreement Lump Sum of \$_____ Unit Prices

Authorization

The Services described were authorized verbally on _____ by _____, and we are proceeding with the work.

We will commence the Services immediately upon receipt of signed authorization.

Terms and Conditions

All other terms and conditions of the original contract between The City of Sugar Hill and HAYES, JAMES & Associates, Inc., dated November 5, 1990, remain the same. Please return one executed copy of this authorization for our files.

HAYES, JAMES & Associates, Inc.

BY: _____

Name/Title: James B. Aton, Vice Pres.

BY: _____

Name/Title: W. Grant Hayes, President

Accepted:

BY: _____

Name/Title: George O. Haggard, Mayor

Date: _____

ATTEST: _____

Name/Title: Ms. Judy Foster, City Clerk

Date: _____

MSA (1-91)
8039X



**McNally
& Patrick**

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

June 3, 1991

Mr. Ken Crowe
City of Sugar Hill
Sugar Hill, Georgia

RE: Plan Review Services

Dear Mr. Crowe:

McNally & Patrick, Inc. is pleased to submit this proposal for Plan Review Services for the City of Sugar Hill. The following is a summary of our proposed fee schedule.

Preliminary Land Subdivision Plat	\$150.00 or 2.00/lot (whichever is greater)
Construction Plan	\$250.00 or 4.00/lot (whichever is greater)
Final Plat	\$100.00 + 3.00/lot
Zoning Application Review	\$175.00 for each proposed use
Site Development Plan	\$50.00/acre, \$250.00 minimum fee

Again thank you for this opportunity to be of service. Please do not hesitate to call if you have any questions.

Sincerely,
McNALLY & PATRICK, INC.

Carl McNally

Carl McNally
President

SECTION V - PLAN REVIEW FEES

A. SUBDIVISIONS (Residential/Non-Residential)

- 1) Concept Plan \$150.00
- 2) Preliminary Plat \$500.00 or \$10.00/lot
whichever is greater.
- 3) Final Plat \$500.00 or \$5.00/lot,
whichever is greater.

B. SITE DEVELOPMENT PLANS (Commercial/Industrial/Multi-Family)

- 1) Clearing and/or Clearing & Grubbing
Permit Only \$150.00
- 2) Grading Permit Only \$500.00, or \$50.00/Acre,
whichever is greater.
- 3) Concept Plan Only
(No Land Disturbance) \$150.00
- 4) Development Permit \$500.00, or \$50.00/Acre,
whichever is greater.

TO: MAYOR & COUNCIL
FROM: BOB BOLTZ, DIRECTOR OF GOLF
DATE: JUNE 17, 1991
RE: ESTIMATED COSTS TO COMPLETE GOLF COURSE CONSTRUCTION

EXTERIOR DESIGNING (BASIC CONSTRUCTION)	\$450,000.00
MAINTENANCE BUILDING	70,000.00
GRASSING	210,000.00
CART PATHS	100,000.00
IRRIGATION	215,000.00
CLUBHOUSE	30,000.00
CART BUILDING	60,000.00
PAVING (DRIVEWAY & PARKING LOT)	125,000.00
MAINTENANCE EQUIPMENT	125,000.00
FENCING	20,000.00
FLAGS, CUPS, GRAPHICS, & SIGNS	9,000.00
SAND BUNKERS	46,000.00
PRO SHOP INVENTORY	10,000.00
SNACK BAR INVENTORY	2,000.00
ADDITIONAL PUMPS (LEASED)	10,000.00
TAP-ON FEE & LINES TO CLUBHOUSE	38,000.00
ADDITIONAL DRAINAGE	40,000.00
WELLS, PUMPS & LINES	25,000.00
ENGINEERING FEES	40,000.00
ARCHITECTURAL FEES	25,000.00
SURVEY/AERIAL/TOPO	15,000.00
LEGAL FEES	10,000.00
KECK & WOOD (TERMINATION ALLOWANCE)	68,000.00
CONTINGENCY	50,000.00
<hr/>	
TOTAL	\$1,793,000.00

ASSUMPTIONS:

1. GOLF CARTS WILL BE LEASED AND THE COST WILL BE CHARGED TO THE OPERATING BUDGET.
2. BRIDGE ON #6 WILL NOT BE BUILT AT THIS TIME.
3. CLUBHOUSE WILL BE A RENTED STRUCTURE.
4. DOES NOT PROVIDE FOR HEAVY EROSION FROM SEVERE STORMS.

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



BUDGETED BALANCE	5-31-91	\$ 28,094
ACTUAL BALANCE	5-31-91	<u>509,803</u>
	POSITIVE DIFFERENCE	\$481,709

Actual Balance
\$509,803

Budgeted Variances

June	<\$ 89,993>
July	<\$ 98,849>
Aug	<\$113,621>
Sept	<\$ 95,084>
Oct	5,671
Nov	179,442
Dec	<u>142,290</u>

<\$ 70,144>

PROJECTED BALANCE

\$439,659

LESS PRINCIPAL REDUCTIONS

<\$ 90,000>
\$349,659

PROJECTED ADDITIONAL TAP FEES:

Secret Cove	\$120,000
Gooch Hwy 20	\$170,000

\$290,000

TOTAL POSSIBLE BUDGET BALANCE

\$639,659

PLUS INVESTMENTS

\$1,195,000

TOTAL DOLLARS POSSIBLE FOR CASH FLOW

\$1,834,659

CITY OF SUGAR HILL
4988 W. BROAD STREET
SUGAR HILL, GEORGIA

FIRST AMERICAN BANK OF GEORGIA
SAFEKEEPING DEPARTMENT
2000 RIVEREDGE PARKWAY

SF-030-25-0000070

ATLANTA, GA

ACCOUNT ACTIVITY STATEMENT FOR 05/01/91 THRU 05/31/91

PAGE 1

ACCOUNT NO. 5-0035-9

***** NO ACTIVITY REPORTED DURING THIS REPORTING PERIOD

- TOTALS -

-ACCOUNT TOTALS-

BEGINNING BALANCE	1,195,000.00
PURCHASES	.00
SALES	.00
CALLS	.00
MATURITIES	.00
ENDING BALANCE	1,195,000.00
INTEREST TAXABLE	.00
NON-TAXABLE	.00
TOTAL INTEREST	.00

M E M O R A N D U M

TO: Mayor and Council
 FROM: Ken Crowe
 RE: Charges for Review Fees
 DATE: June 4, 1991

This scenario takes into account an imaginary 60 lot sub-division with 12 sheets in the plan. It has 1 detention pond and 1 lift station. It is assumed that the plans are turned into the review engineer for review and returned with a list of comments to be addressed by the design engineer. If is further assumed that all comments are addressed and when the plans are returned to the review engineer for a re-review it will meet all requirements. The following is a breakdown of cost from three engineering firms to review this set of plans:

Hayes & James

12 sheets @ \$60.00 per sheet	\$ 720.00
1 Detention Study	520.00
1 Pump Station	500.00
Re-check 12 sheets @ \$15.00 per sheet	180.00
1 Detention Pond	50.00
1 Pump Station	50.00
Total	\$2,000.00

McNally & Patrick

12 sheets for 60 lot subdivision	250.00
\$250.00 or \$4.00 per lot which ever is greater	
Re-check 12 sheet for 60 lot subdivision	no charge
Total	\$ 250.00

Precision Planning

12 sheets for 60 lot subdivision	
\$500.00 or \$10.00 lot which ever is greater	\$600.00
Re-check 12 sheets for 60 lot subdivision	no charge
Total	\$ 600.00

CALLED COUNCIL MEETING
MONDAY, JUNE 17, 1991
7:30 P.M.

MINUTES

In attendance: Mayor George Haggard, Mayor Pro-tem David Hawthorne, Council Members Roger Everett, Thomas Morris and Bobbie Queen, City Manager Kathy Williamson, Director of Golf Bob Boltz, Director of Finance Sandy Richards and Clubhouse Manager Wade Queen.

Meeting called to order at 7:35 p.m. by Mayor Haggard.

Golf Course Budget & Available Funds

Council Member Hawthorne presents the Council with a memo which gives the estimated funds needed to complete the golf course construction. Mr. Hawthorne reviews the memo with the Council. Refer to memo. Mr. Hawthorne reports that they are waiting for EPD to sign off the permit to allow the city to pump 2,000,000 gallons of water from Richland Creek. This is the reason for the additional pumps listed in the memo. The estimated total to complete the golf course construction is \$1,793,000. Director of Finance Sandy Richards presents the Council with a memo which gives the possible cash flow at year end, \$1,834,659, which includes investments. Therefore, it is possible that the city will have the funds to complete the golf course construction on its own. Refer to memo. Mr. Hawthorne asks the City Manager what is the estimated cost to complete the sewer treatment plant and the two interceptor lines. City Manager Kathy Williamson states that it will cost approximately \$4,000,000.

Ms. Williamson states that Jim Stanley has asked her to set up a time for the Council to meet with him concerning the golf course bill of approximately \$103,000. Mr. Hawthorne feels that this project deserves a lawsuit because the costs were so poorly underestimated. Discussion held on this matter. There is a general consensus among the Council to meet with the City Attorney concerning a possible lawsuit before meeting with Mr. Stanley.

Director of Golf Bob Boltz reports that they have been filling the ponds for the past three weeks and the freshwater ponds are supposed to be completed over the next three weeks. The 2" water line has been tied on and the greens keeper, Jeff Heffner, began work today.

Council Member Hawthorne states that Exterior Designs have missed deadline after deadline and he feels that the ponds still will not be ready by October. Mr. Hawthorne states that he is at the point where he is willing to terminate them and hire someone else to finish the ponds. Mr. Boltz agrees with Mr. Hawthorne and does not think the ponds will be ready by October. The Council agrees with Mr. Hawthorne and Mr. Boltz.

Council Member Hawthorne asks the Council to consider sprigging instead of seeding if the water situation is resolved. Mr. Hawthorne states that the lack of water is the main reason for not sprigging and if the water problem is resolved, sprigging would be possible. Mr. Boltz states that

CALLER COUNCIL MEETING
MONDAY, JUNE 17, 1991
MINUTES, CONT'D.
PAGE 2

the costs would be comparable. Council Member Morris asks if the sprigs can be grown by October. Mr. Boltz states yes, they would be ready by October.

Engineer Recommendation

City Manager Kathy Williamson states that she has met with several engineering firms and she has narrowed it down to Precision Planning and McNally Patrick. Ms. Williamson states that the only problem she has with Precision Planning is the amount of time they took to review the development plans and the close ties that the City of Buford has with them. She is recommending using McNally Patrick to review development plans for the city and if the city is dissatisfied with them, then the city could use Precision Planning. Council Member Hawthorne asks if there will be a contract with McNally Patrick that would prevent the city from changing if they are dissatisfied. Ms. Williamson states that they have not submitted a contract for approval. Council Member Hawthorne moves to authorize McNally Patrick to complete plan reviews for the city. Second to the motion by Council Member Morris. Vote unanimous.

Ms. Williamson is also recommending Hayes James & Associates to complete the engineering work for the interceptor sewer lines and the sewer treatment plant since they are already familiar with it. Mr. Hawthorne asks Ms. Williamson what is the estimated cost for the balance of engineering work needed on this project. Ms. Williamson states that she will get that information for the Council. Council Member Hawthorne moves to authorize Hayes, James and Associates to complete the engineering work for the sewer interceptor lines and the sewer treatment plant. Second to the motion by Council Member Queen. Vote unanimous.

Sewer Treatment Plant Plans

City Manager Kathy Williamson states that she, Sandy Richards, Bobbie Queen, Thomas Morris, Jim Aton, Lee Thompson and Rymon Wilborn met with Trust Company Bank last week to discuss financial capabilities to build the sewer treatment plant. Ms. Williamson states that Meca could put the infrastructure necessary to build their subdivision together with the city's sewer treatment plant and finance it through bonding in what is called a low floater loan at 3.5% interest. She explains that the city would not be responsible for paying the money back, nor would the city be responsible for any processing fees or attorneys fees. Mitsubishi would be responsible for all these fees. She states that in order to do this, it would have to state in the loan agreement that the Chattahoochee River Basin was not included in the description of the first bonding, it was the Level Creek and Richland Creek basins. Ms. Williamson states that we would be selling approximately 300,000 gallons of sewage capacity to Meca and they would own that capacity. They would not pay for any tap-ons, only reserve capacity. Discussion is held on this matter. Council Member Hawthorne states that Meca only needs half of that capacity which means they could build another subdivision of equal size and have the sewage capacity to handle it. Ms. Williamson states that this amount is approximate and the final capacity will be determined on a per lot basis by Jim Aton. Director of Finance Sandy Richards states

**CALLLED COUNCIL MEETING
MONDAY, JUNE 17, 1991
MINUTES, CONT'D.
PAGE 3**

that you have to have the credit line in order to do this and not many people have that much of a credit line. Ms. Williamson states that it is all in the verbage of the loan agreement and that it has to comply with the bond covenants. More discussion is held on this matter. Ms. Williamson states that she only wants approval on the concept so that she can continue to research this idea. Council Member Queen states that she agrees with the concept, however, she wants to fully understand the bottom line before she signs anything. Council Member Hawthorne moves to authorize the City Manager to further investigate this concept. Second to the motion by Council Member Queen. Vote unanimous.

City Manager Kathy Williamson states that she would like to have Council Member Morris as her liaison to the Council for the sewer treatment plant, just as Council Member Hawthorne is liaison to the Council for the golf course. Council Member Hawthorne moves to appoint Council Member Morris as liaison to the Council for the sewer treatment plant project. Second to the motion by Council Member Queen. Vote unanimous.

Pooled Leasing Funds - Bids

City Manager Kathy Williamson states that the bids for the utility truck and trailer are enclosed in the Council's packets. She is recommending the Council approve the funds to purchase the Chevrolet truck. This equipment will be purchased through the GMA Pooled Leasing Program. Discussion is held on which truck to purchase. Council Member Hawthorne moves to authorize the Director of Finance to purchase the Ford truck and trailer through the GMA Pooled Leasing Funds. Second to the motion by Council Member Morris. Vote unanimous.

Gas Department Employees

City Manager Kathy Williamson states that she is in need of one additional employee for the Gas Department due to the growth in the city. Ms. Williamson states that this employee was not budgeted for this year. Council Member Morris moves to authorize the funds for an additional employee for the Gas Department. Second to the motion by Council Member Queen. Council Member Hawthorne asks the Director of Finance to keep track of all unbudgeted items. Vote unanimous.

City House - Highway 20

City Manager Kathy Williamson states that she and Council Member Morris inspected the house today and it is in decent shape. The kitchen floor will have to be replaced, as well as some wallpaper. Ms. Williamson states that city employees Donna Zinskie and Bob Boltz have both expressed their interest in moving into the house. She states that Ms. Zinskie asked to rent the house right after Ken Cain had occupied it, however, it is up to the Council to choose what is best for the city. Council Member Hawthorne states that it would be in the best interests of the city to rent it out to Mr. Boltz so that he would be closer to the golf course. Council Member Queen agrees. Council Member Hawthorne moves to rent the house out to Mr. Boltz. Second to the motion by Council Member Queen. Council Member

**CALLED COUNCIL MEETING
MONDAY, JUNE 17, 1991
MINUTES, CONT'D.
PAGE 4**

Everett feels that Ms. Zinskie should be allowed to rent the house since she asked first. Discussion is held on this matter. Council Member Hawthorne withdraws his motion and Council Member Queen withdraws her second. There is a general consensus among the Council for Ms. Williamson, Mr. Boltz and Ms. Zinskie to work this out amongst themselves.

Security Guards at Golf Course

Discussion is held on whether or not the security guards at the golf course are eligible for benefits from the city. Director of Finance Sandy Richards will look into this matter and report back to the Council.

City Judge

City Clerk Judy Foster states that Margaret Washburn contacted her and her fee range is from \$100-\$150 per session. Council Member Queen moves to amend the ordinance to pay the City Judge the going rate with a maximum of \$150.00 per session. Second to the motion by Council Member Morris. Vote unanimous.

Street Department - Request for Signs

City Manager Kathy Williamson states that these signs have been budgeted for and the low bid is from GCI for \$959.00. Refer to memo. Council Member Morris moves to authorize the funds to purchase these signs. Second to the motion by Council Member Queen. Vote unanimous.

Sewer Department - Request for Supplies

City Manager Kathy Williamson states that the Sewer Department is requesting a 55 gallon drum of deodorizing chemicals, a 55 gallon drum of de-greasing chemicals and a 30 gallon drum of weed killing chemicals. The cost for these items would be \$1,178.25. Refer to memo. Council Member Queen moves to authorize the funds to purchase these supplies for the Sewer Department. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

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

Meeting adjourned at 10:35 p.m.

Judy L. Foster

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE
DATE: JUNE 17, 1991
RE: EQUIPMENT AND VEHICLE REQUESTS

Attached are two bids for a new utility truck to be purchased with our pooled lease funds. A trailer is also requested and is quoted from Prime Equipment at \$2150.00

My recommendation to council is that we purchase the Chevy truck for \$17,905 and the trailer from Prime Equipment for a total cost of \$20,055. Although the Ford truck is somewhat cheaper, our experience is that Chevy trucks perform better and require less maintenance.

JERRY BROWN CHEVROLET, INC.

765 LEE STREET BUFORD, GEORGIA 30518 • (404) 945-4981

May 20, 1991

City of Sugar Hill
Sugar Hill, GA.

To Whom It May Concern:

We would like to submit a bid for one 1991 CC31403 Chevy 30 Series
PU with the following equipment:

1991 CC31403
BLue Vinyl Bench Seat
Summitt White
4 Speed Manual Transmission
REar Axle 4.10 Ratio
Exterior Camper Mirrors
LT 225/75 R 16C Tires

\$	13,669.00
Body	4,236.00
	<hr/>
	17,905.00

Sincerely,



Garry Brownlee- Sales Mgr.
Jerry Brown Chev., Inc

GB/hj

 **USA-1 IS TAKING CHARGE**



GREENE FORD COMPANY

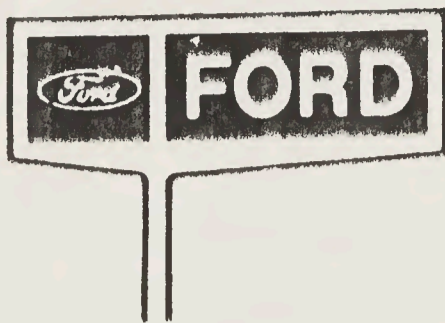
2407 BROWNS BRIDGE RD.

GAINESVILLE, GA. 30501

404-532-5620

TO: DANNY Hughes, City of Sugar Hill
FROM: Chuck Burrell, Greene Ford Co.
Re: Bid, 1991 Ford F-350, 11,000 GVW, Utility
Body.

Price includes: 110" wb.
5.8 L (351) V-8
5-spd. H.D. overdrive gearbox
11,000 lb GVW Rating
Radio Credit
Super engine cooling pkg.
Handling pkg.
Knitted vinyl bench seat
3565 lb GAWR - Front
8250 lb. GAWR - Rear
Front Disc Brakes
Rear Drum Brakes (with Anti-Lock)
Power steering
Rawson-Koenig mounted Utility Body
with acrylic urethane paint
Tailgate
Bumper
Rearview mirror



GREENE FORD COMPANY

2407 BROWNS BRIDGE RD.

GAINESVILLE, GA. 30501

404-532-5620

Price: \$17,823.³⁵ delivered

Delivery Time: 6 working days From
date confirmation of order is received.

CITY PROJECTS - JUNE 1991

1) Golf Course and Treatment Plant

2) Gas Department:

- A) Gas Authority Contract & Supplemental Contract
- B) Looping low pressure areas
- C) Cathodic Protection
- D) Leaks repair
- E) Old gas meters change out
- F) Negotiation with Transco for additional pressure on peak days

3) Water Department:

- A) Upgrading old galvanized lines for quality and pressure
- B) Increase number of fire hydrants for areas without proper protection
- C) Opening of well under water tanks for additional water sources
- D) Negotiations with Buford for additional water
- E) Doubling size of main line coming from the tanks
- F) Building another water tank to provide more pressure on opposite side of town

4) Sewer Department:

- A) Upgrading of Creek Lane liftstation with CDBG funds
- B) Ongoing infiltration correction
- C) Upgrading of old lines

5) Sanitation:

- A) Landfill Lease
- B) Recycling
- C) Chipper
- D) New Maintenance Building

6) New Residential Developments:

- A) Meca - 684 lots
- B) The Springs at Sugar Hill - 88 lots
- C) Lakefield Forest, Phase I - 44 lots
- D) Secret Cove, Phase II - 54 lots
- E) Sugar Crossing - 96 lots

7) Updating the following:

- A) Personnel Manual
- B) Planning & Zoning Ordinances and Maps
- C) Subdivision Regulations
- D) Mobile Home Ordinances
- E) Codification

CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MEMORANDUM

TO: Mayor & Council
FROM: Felicia (Street and Bridge Crew)
RE: Ordering of Street Signs
DATE: 6-17-91

Felicia is requesting approval for the following signs to be ordered:

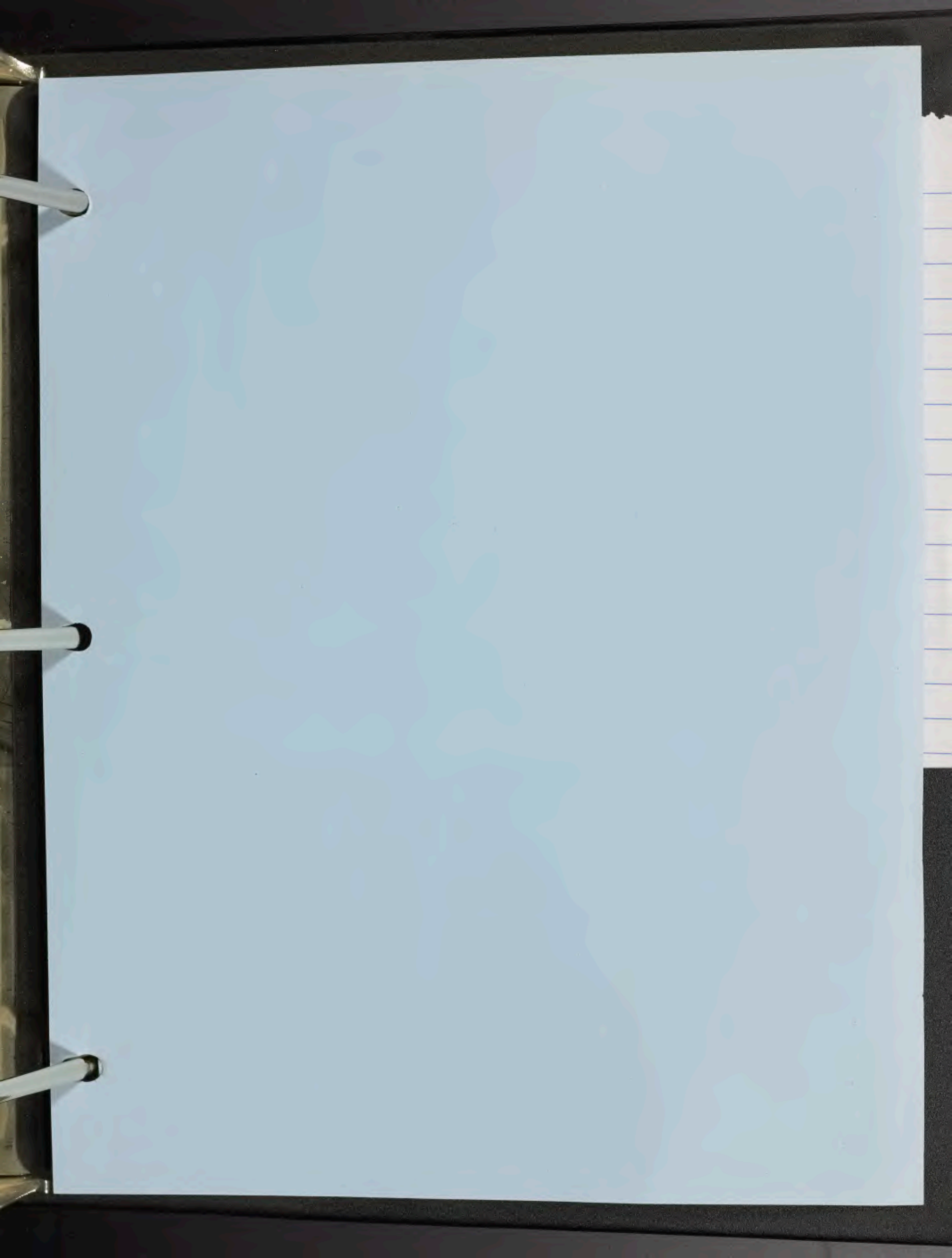
QUANTITY	SIZE AND DESCRIPTION	G.C.I.	BOPCO
5	30"X30" STOP SIGNS	\$23.80ea.	\$30.00ea.
5	24"X24" STOP SIGNS	19.61	28.00
5	18"X24" SLOW CHILDREN AT PLAY	14.70	26.00
5	18"X6" ALL-WAY	3.68	6.00
5	24"X24" DEAD END SIGNS	20.23	25.00
5	24"X30" SPEED LIMIT 10	25.29	30.00
5	24"X30" SPEED LIMIT 35	25.29	30.00
20	10 FT. U-CHANNEL POSTS	12.70	13.00
10	SIGN SPACER BRACKETT	2.10	N/A
10	POST CAP FOR U-CHANNEL POST	2.10	N/A
	TOTAL COST FOR ORDER	\$959.00	\$1,135.00

Felicia request approval for signs to be ordered from G.C.I.

M E M O R A N D U M

TO: MAYOR AND COUNCIL
FROM: DONNA ZINSKIE/WASTEWATER DEPARTMENT
DATE: JUNE 17, 1991
RE: REQUEST TO PURCHASE DEODORIZING, DEGREASING
AND WEED KILLING CHEMICALS

We are requesting to purchase a 55 gallon drum of deodorizing chemical; a 55 gallon drum of degreasing chemical and a 30 gallon drum of weed killing chemical. The total cost of these three items is 1178.25. In the past we have purchased these items at a cost of 4204.75. This would be a savings of 3026.50.



Stonehenge



Walton C. White
Executive Vice President
Stonehenge Engineering

The Stonehenge Companies / 8215 Roswell Road / Building 600
Atlanta, Georgia 30350
(404) 668-9811

Stonehenge



John L. Fripp, Jr.
Vice President
Stonehenge Engineering

The Stonehenge Companies / 8215 Roswell Road / Building 600
Atlanta, Georgia 30350
(404) 668-9811