

CALLED COUNCIL MEETING  
WEDNESDAY, JANUARY 8, 1992  
7:00 P.M.

A G E N D A

- A) Mobile Oil Property - Hwy. 20
- B) Contract with Exterior Designs

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CALLED COUNCIL MEETING  
WEDNESDAY, JANUARY 8, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, and Council Members Steven Bailey, Roger Everett, Thomas Morris and Jim Stanley.

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

Mobile Oil Property - Highway 20

Director of Utilities and Development Ken Crowe addresses this matter. He states that there is a 3 acre tract, adjoining the Wade Ford property, which is in the city limits of Sugar Hill and is owned by Mobile Oil. The Gwinnett Hospital System is considering purchasing this parcel to build a Med Care Center which would be the first of 4 or 5 to be built within the county. Discussion is held on the proposed hours and other specifics of the medical center. Mr. Crowe states that we do not currently have utilities on this site and there are two options available to run utilities to this property. Option 1 is to bore under Highway 20 and Option 2 is to come from Railroad Avenue along Highway 20 to the property. Either option will cost the developer approximately \$40,000 for gas and water only. Real Estate Agent Terry Cohron is requesting that Mobile Oil Corporation be given the authority to tie onto the City of Buford's utilities since they have utilities easily accessible to the site and would be a substantial cost savings to the developer. City Manager Kathy Williamson states that it has always been the city's policy that the developer of a project is responsible to furnish the utilities to his project. Council Member Everett states that he does not want the City of Buford to reap the financial benefits from the sale of utilities to this development. Discussion is held on this matter. Council Member Stanley states that he understood the city's policy to be that every developer is responsible for providing utilities **within** his own development. Council Member Bailey states that whichever option Mobile Oil decides to take, it would provide utilities **within** their development since they own all the property within that stretch of Highway 20. Mayor Haggard asks if any Council Member is willing to waive rights to serve utilities at this site. Council Member Bailey, Everett and Morris state no and Council Member Stanley states that he would like to have more time to review this matter. Mayor Haggard states that the majority of the Council are not even interested in waiving rights to serve utilities at this site, therefore, there is no need to investigate this matter any further.

Recess

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

Meeting recessed at 8:00 p.m.

Meeting reconvened at 8:57 p.m.

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Golf Course Construction

Director of Golf Wade Queen states that he needs guidance on bidding out for the completion of the golf course. He states that there are some minor details to be completed and he does not expect the cost to exceed \$250,000. Council Member Stanley suggests that Mr. Queen obtain at least 3 bids. Council Member Morris moves to authorize Mr. Queen to obtain 2 more bids and to accept the lowest bid, not to exceed \$250,000 and each bidder will be given a full description of the work to be completed. Second to the motion by Council Member Bailey. Vote unanimous.

Agenda Amendment

Council Member Morris moves to amend the agenda to add two golf course items and to discuss the Meca proposal. Second to the motion by Council Member Everett. Mr. Stanley asks the City Attorney if it is legal to discuss matters during a called meeting that are not on the agenda. Mr. Thompson states that it is legal if the majority of the Council votes to do so. Vote unanimous.

Nebraska Sprinkler Contract

Director of Golf Wade Queen states that the city owes Nebraska Sprinkler \$44,333.68 and feels that the city should pay them. However, Mr. Queen states that there are a few minor problems to be worked out with the weather station and he is recommending to withhold \$4,433, 10% of the total due to them, until these problems are corrected. Council Member Morris moves to accept the recommendation of Mr. Queen. Second to the motion by Council Member Everett. Discussion held on this matter. Vote unanimous.

Golf Course Entrance

Director of Golf Wade Queen submits a drawing of a proposed entrance way to the golf course. Refer to drawing. Mr. Queen states that he needs guidance on what kind of design the Council wants for the golf course entrance. Discussion is held on this matter. There is a general consensus of approval of the design of the golf course entrance Mr. Queen presented.

Meca Property

City Manager Kathy Williamson states that Meca has submitted a proposal to the Council. Refer to letter. Discussion held on this matter. City Attorney Lee Thompson states that he does not think it is legal for them to make quarterly payments for sewer taps. Council Member Bailey moves to table this matter until it can be discussed at a work session when there is more time. Second to the motion by Council Member Morris. Vote unanimous.

Adjournment

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

Meeting adjourned at 10:43 p.m.

Judy Foster

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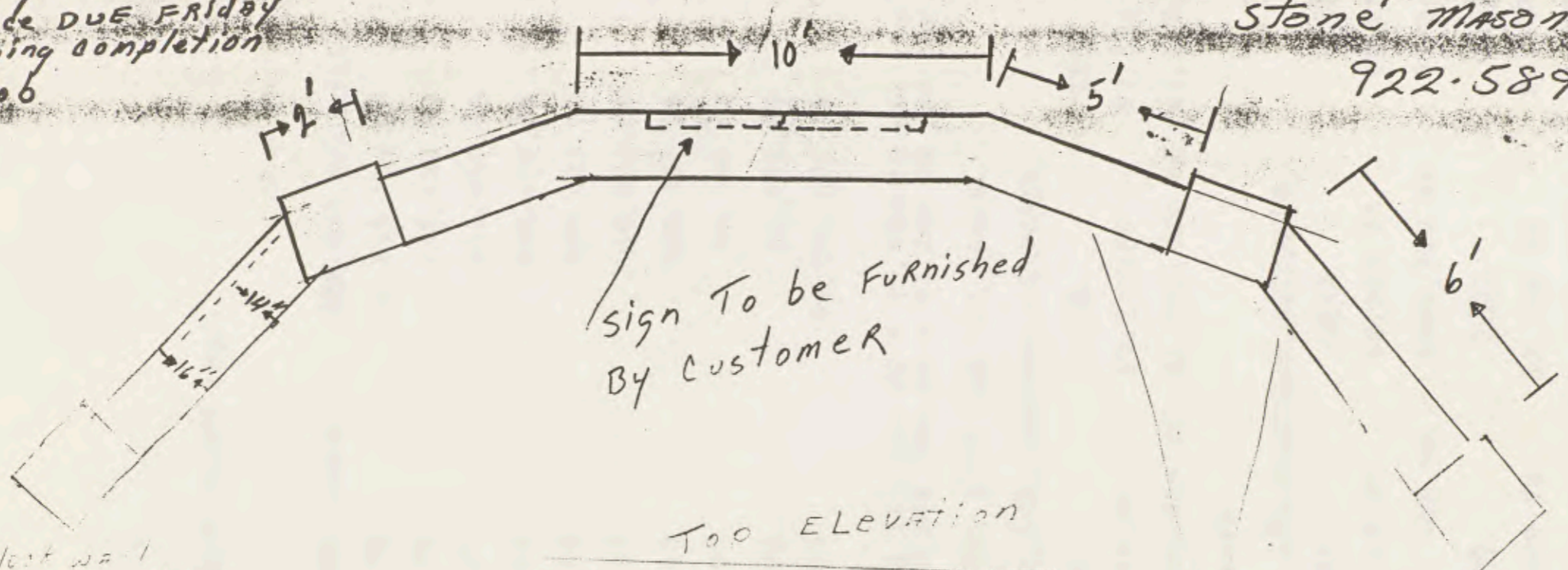
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50% material draw  
 DUE Friday Following  
 Delivery of material.  
 Balance DUE Friday  
 Following completion  
 of job

Bilbrey Brothers  
 Stone Masonry  
 922-5891



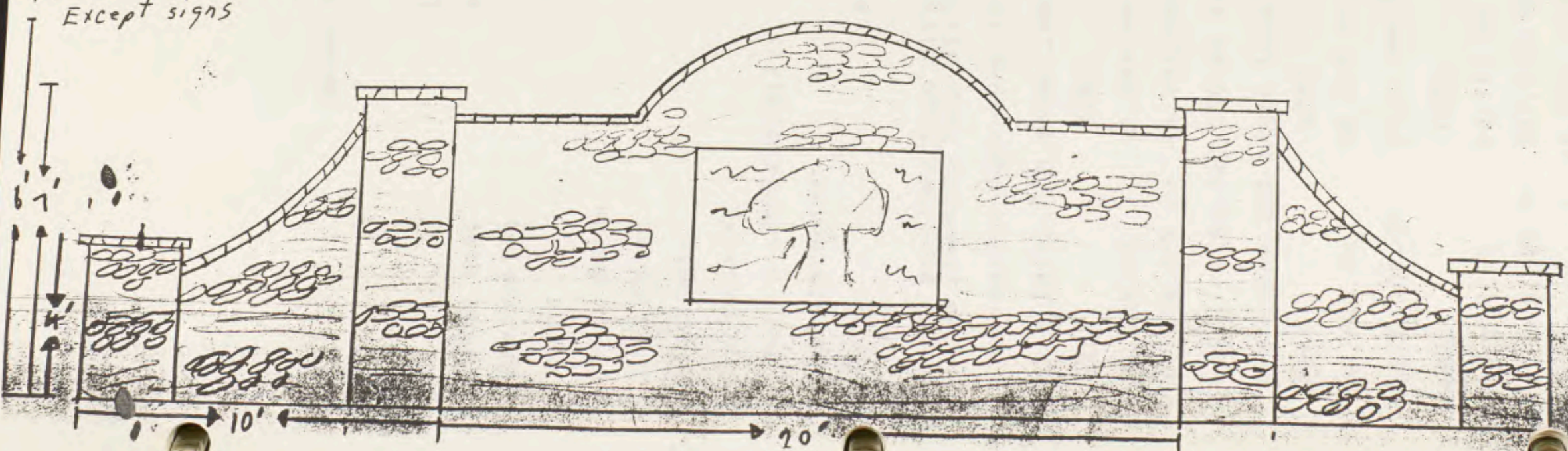
Sign To be Furnished  
 By Customer

TOO ELEVATION

Angles subject to change  
 To fit contour of land

stucco back of wall, add: \$0  
 stack stone back of wall, add: \$7,000  
 Thin Veneer stone back, add: \$3,500

20 ft block wall  
 face with stack stone  
 dig 4 foot footings  
 in stall, signs  
 PRICE: \$9,600  
 furnish all materials  
 except signs





SUGAR HILL TREATMENT PLANT 1992

	<u>1,000,000 gpd costs</u>	<u>500,000 gpd costs</u>
Plant Cost	\$2,500,000.00	\$1,500,000.00
Irrigation	405,000.00	253,125.00
Ponds	570,000.00	356,250.00
Force Mains	1,800,000.00	900,000.00
Land Costs	1,134,070.00	567,035.00
Easements	80,000.00	40,000.00
Engineering	600,000.00	315,000.00
Legal & Administrative	50,000.00	25,000.00
Contingencies	<u>87,180.00</u>	<u>43,590.00</u>
Total	\$6,726,250.00	\$4,000,000.00

2,500 possible taps divided into \$6,726,250.00 = \$2,690.00 per tap  
 1,250 possible taps divided into \$4,000,000.00 = \$3,200.00 per tap.

Progressive increases in tap fees for five and ten years.

Five Years 500 sewer taps each year 10% increase estimate

<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>
\$2,690.00	\$2,960.00	\$3,260.00	\$3,582.00	\$3,940.00
\$1,345,000.00	\$1,480,000.00	\$1,630,000.00	\$1,791,000.00	\$1,970,000.00

Total of \$8,216,000.00 over five years

Ten Years 250 sewer taps each year 10% increase estimate

<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>
\$2,690.00	\$2,960.00	\$3,260.00	\$3,582.00	\$3,940.00
\$672,500.00	\$740,000.00	\$815,000.00	\$895,500.00	\$985,000.00
<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
\$4,334.00	\$4,768.00	\$5,245.00	\$5,768.00	\$6,345.00
\$1,083,500.00	\$1,192,000.00	\$1,311,250.00	\$1,442,000.00	\$1,586,250.00

Total of \$10,723,000.00 over ten years

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AYR CORPORATION  
725 S. Figueroa Street  
Los Angeles, CA 90017

December 20, 1991

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

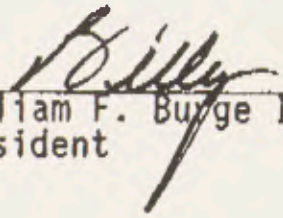
Dear Kathy:

Attached hereto is an outline of the plan which has been proposed to East MEC, Inc. with regard to completion of the City of Sugar Hill's sewer plant. I have discussed this plan with our partners and believe it meets their goals on this matter and would appreciate your clearance of same through your channels.

Mike Tennant and Tim Pakenham have already spent a fair amount of time, at our direction, preparing to draft a capacity reservation and sewer tap agreement based on the economics which we have discussed so that we can move quickly. Said agreement, as we view it, would be formatted such that the City could use it as collateral for the financing needed to complete the City's construction program.

I will await your "green light" as to this outline before starting our attorneys on drafting and outlining details for final negotiation.

Very truly yours,

  
William F. Burge III  
President

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East MEC, Inc. Property  
Outline of terms with the City of Sugar Hill  
regarding sewer service

- East MEC, Inc. as owner of a 475 + acre property would enter into a contract with the City of Sugar Hill to acquire sewer taps in return for the City's commitment to complete improvements in order to make its planned waste water treatment facility operational.
- East MEC, Inc. would commit to payments of \$125,000 per quarter beginning April 15, 1992 for a five year period to total \$2.5 million.
- The City would agree to complete the sewer plant to be operational by July 15, 1993, including installation of the required force mains and related components necessary to provide the direct waste water treatment connection to East MEC's property.
- Of the \$2.5 million total of payments made by East MEC, \$300,000 would be allocated to installation of connection components and \$2.2 million to acquire sewer taps and capacity reservation for the 700 single family homes and clubhouse contemplated for development on the project. East MEC would acquire one tap and reservation without further fees at a payment rate of \$2.2 million dividend by 700.
- The City would agree that sewer taps would not be sold to any other parties at prices below the above rates.
- In the event the sewer plant is not completed for any reason by June 30, 1993 there would be refund provisions.

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PUBLIC HEARING FOR COMPREHENSIVE PLAN  
MONDAY, JANUARY 13, 1992

M I N U T E S

In attendance: Mayor George Haggard and Council Members Steven Bailey, Reuben Davis, Roger Everett, Thomas Morris and Jim Stanley.

Hearing called to order at 8:32 p.m. by Mayor Haggard.

Comprehensive Plan

Paul Waggoner with Mayes, Sudderth & Etheridge makes a presentation to the Mayor and Council regarding the planning process to complete the Comprehensive Plan. He introduces Ken Suffridge, who is with MSE also. This public hearing is the first step in the planning process. Mr. Suffridge hands out a public comment sheet to everyone in attendance to give them a chance to write down some concerns they would like addressed in the plan. This plan is required by the State Comprehensive Planning Act of 1989 and entails several minimum planning standards and requirements as defined by the Department of Community Affairs. There are six basic elements in the minimum planning standards and requirements that have to be addressed and they are; population, economic development, natural and historic resources, community facilities, housing and land use. There is a three step process that will be addressed for each element and they are; an inventory of our existing assets, statement of needs and goals, and an implementation plan. There will be three working meetings held which will be advertised and open to the public for comments. After discussing the planning process step by step, Mr. Waggoner asks for public comment.

Citizen's Comments

**What is this Comprehensive Plan costing the city?**

City Manager Kathy Williamson states that this plan is mandated by the state and the city obtained bids to have the plan completed. Mayes, Sudderth & Etheridge had the low bid of approximately \$17,000.

**Will zoning be a part of the Comprehensive Plan?**

Mr. Waggoner states that zoning is not required by the state to be addressed. However, since the City of Sugar Hill has a Zoning Ordinance, zoning will probably be addressed to some degree in the plan under Land Use.

**Will the Comprehensive Plan address schools?**

Mr. Waggoner states that the entire issue of education will be addressed including on-job training and work aids. However, the matter of whether or not a school has enough classrooms will not be addressed in the plan. Mr. Sudderth states that the plan will have an estimated number of students the city will have in its schools within the next five years and once the plan is approved, the City Council would need to meet with the Gwinnett County Board of Education to discuss future plans to provide for expansion or a new school if necessary.



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PUBLIC HEARING FOR COMPREHENSIVE PLAN  
MONDAY, JANUARY 13, 1992  
MINUTES, CONT'D.  
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The outer perimeter needs to be addressed in detail in this Comprehensive Plan.

The Meca Property also needs to be addressed in regards to infrastructure, etc.

Impact Fees also need to be addressed.

Appoint Task Force

City Manager Kathy Williamson recommends appointing the Planning & Zoning Board to serve as the Task Force for this project and Council Member Stanley is the liaison for that Board. Council Member Stanley concurs with the City Manager's recommendation. Council Member Everett moves to appoint the Planning & Zoning Board to serve as the Task Force for the Comprehensive Plan. Second to the motion by Council Member Bailey. Vote unanimous.

Mr. Waggoner states that Mike Warrix could not attend the Public Hearing tonight but he is the representative who will be working with the task force in the future.

Mayor Haggard thanks Mr. Waggoner and Mr. Suffridge for their presentation.

Adjournment

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

Hearing adjourned at 8:55 p.m.

*Judy L. Foster*

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MAYOR & COUNCIL MEETING  
MONDAY, JANUARY 13, 1992  
7:30 P.M.

A G E N D A

Meeting called to order.  
Invocation and pledge to the flag.  
Reading of past minutes.  
Presentations to Outgoing Boardmembers.  
Swear-in New Boardmembers  
Appoint Mayor Pro-tem.

Committee Reports

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

Old Business

- A) Gwinnett Sanitation Increases
- B) Sewer Treatment Plant - Council Member Stanley
- C) 1992 Budget
- D) Vandalism at City Park

New Business

- A) Brandon Oaks Subdivision Plans
- B) Public Hearing for Comprehensive Plan - Mike Warrix
- C) Hensley-Schmidt Update
- D) Conflicts of Interest with Keck & Wood - Council Member Stanley
- E) Pooled Lease Program Ordinance
- F) Miscellaneous Requests

City Manager's Report

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

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MAYOR & COUNCIL MEETING  
MONDAY, JANUARY 13, 1992  
7:30 P.M.

M I N U T E S

Notice posted at City Hall on Friday, January 10, 1992 at 12:00 noon.

In attendance: Mayor George Haggard and Council Members Steven Bailey, Reuben Davis, Roger Everett, Thomas Morris and Jim Stanley.

Meeting called to order at 7:33 p.m. by Mayor Haggard.

Mayor Haggard calls for a moment of silence followed by the pledge to the flag led by Ken Suffridge.

Minutes

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

Presentation to Outgoing Boardmembers

Mayor Haggard thanks Planning & Zoning Boardmembers Jean Brack and Steve Price and Recreation Boardmember Sandy Gum for their dedicated service to the city and presents plaques to them to show the city's appreciation. Chuck Brack accepts the plaque for Jean Brack and Steve Price and Sandy Gum were not present to accept their plaques.

Swear-in New Boardmembers

Mayor Haggard swears in Jay Asgari to serve on the Planning & Zoning Board and Bobbie Queen to serve on the Recreation Board. Mayor Haggard thanks them both for volunteering to serve on these boards.

Mayor Haggard introduces new Council Members Steven Bailey and Jim Stanley to those in attendance.

Appoint Mayor Pro-tem

Mayor Haggard asks for nominations from the Council to appoint a Mayor Pro-tem for this year. Council Member Davis nominates Council Member Morris since he is the senior Council Member. There are no further nominations from the Council. Council Member Davis moves to appoint Council Member Morris as the Mayor Pro-tem for 1992. Second to the motion by Council Member Bailey. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson reads the minutes from last month's Planning & Zoning Board Meeting.

Appeals Board

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





### Recreation Board

Council Member Davis states that construction is continuing on the scorekeepers box and Winter Softball Leagues will begin in February.

### Budget & Finance

Director of Finance Sandy Richards reports that the city ended the year with an overall favorable balance of \$620,838 (unaudited figures). Mrs. Richards states that to determine the cash flow for the year, you must deduct the 1989 Revenue Bonds principal payments of \$90,000 to get the total cash revenue of \$530,838 for the year. Mrs. Richards states that this shows how well the employees have supported the golf course project by cutting back on expenditures and should be commended for this.

Mrs. Richards states that this is the year to rotate auditors. During the process of obtaining bids, she has found that almost all of the CPA's state that it is difficult for them to complete the city's audit by the March Council Meeting since this is during tax season. She states that moving the completion date of the audit to May could save the city approximately \$2,500. Discussion held on this matter. Council Member Bailey moves to change the completion date of the annual audit to the May Council Meeting of each year. Second to the motion by Council Member Morris. Vote unanimous.

### Gwinnett Sanitation Increases

Council Member Davis states that a meeting has been scheduled with Gwinnett Sanitation representatives within the next two weeks to discuss this matter. Council Member Davis moves to table this matter until next month. Second to the motion by Council Member Bailey. Vote unanimous.

### Sewer Treatment Plant

Council Member Stanley states that four days after the last regular Council Meeting, the Council met again and approved a \$4,990,000 loan application and to hire Hensley-Schmidt to design and construct an extended aeration plant instead of utilizing the plans Keck & Wood had designed and EPD has already approved for a contact stabilization plant. Mr. Stanley states that it will cost the city an additional \$315,000 for engineering costs alone to Hensley-Schmidt for this new design. Mr. Stanley states that the city has committed to repaying this loan through user fees to its customers. Mr. Stanley states that he attended this special called meeting without any voting privileges and stated that this change was inappropriate because it would cause more nitrogen in the effluent and it costs more to build and operate. After this meeting, Mr. Stanley wrote to Harold Reheis at EPD for an unbiased opinion. Mr. Stanley states that Peter Maye of EPD responded to his letter and confirmed that





the use of extended aeration for this project was inappropriate because of the increase of nitrogen in the effluent. Refer to letters. Council Member Stanley moves to reconsider the action taken at this special called meeting on December 13, 1991. Second to the motion by Council Member Bailey. Council Member Bailey states that Mr. Stanley brought up a few concerns that he wishes to discuss with Hensley-Schmidt tonight and lay this matter to rest. City Manager Kathy Williamson states that the special called meeting Mr. Stanley referred to was properly advertised and the press was notified of the meeting. Council Member Morris states that Mr. Stanley insinuated that the Mayor and Council was trying to do something underhanded and behind the scenes and he resents this false insinuation. Council Member Stanley states that the Mayor and Council in the past have found it necessary to hold twice as many called meetings as regular meetings and if this is so necessary, the Council should consider holding regular meetings more often. Mayor Haggard states that Mr. Stanley attended 90% of those meetings and it doesn't matter how often the Council meets because only about 10 residents show up for the regular meetings and it is a disgrace. Mr. Stanley agrees. More discussion held on this matter. Mr. Bailey states that the city would have to expend money for a new design anyway because the city has not found anyone who is willing to build and guarantee a plant design someone else has engineered. Mr. Stanley submits a letter to the Council from a firm who is willing to bid out and construct the Keck & Wood design plans. Refer to letter. Council Member Morris asks Mr. Stanley where he is getting his numbers from. Council Member Stanley states that they come directly from the GEFA loan application. Mayor Haggard asks Mr. Stanley was he not the person who recommended the user fee increases. Mr. Stanley states that it is his understanding that the user fee increases he recommended for the original bond issue were also used in this GEFA loan application. More discussion held on the plans designed by Keck and Wood and why the Council believe the plans are not adequate for future sewage capacity. Council Member Morris calls for the question. Vote: 2 for, 3 opposed - Council Members Davis, Everett and Morris. Motion denied.

#### 1992 Budget

Council Member Bailey moves to hold a Work Session on Wednesday, January 15, 1992 at 7:00 p.m. to discuss this matter. Second to the motion by Council Member Morris. Vote unanimous.

#### Vandalism at City Park

City Manager Kathy Williamson reports that she has sent certified letters to the parents of the children caught vandalizing the park and prohibited them from entering the park again or they would be prosecuted by the Juvenile Court System. Mayor Haggard states that the parents of one of the children contacted him and requested the city consider installing a skateboard rink for the children. Recreation Boardmember Bobbie Queen states that the Recreation



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Board has considered that in the past, however, the liability insurance is just too high.

Brandon Oaks Subdivision Plans

Director of Utilities and Development Ken Crowe states that Richard Pugh has submitted preliminary plans for the development of Brandon Oaks which is 7 lots off Austin Garner Road. Mr. Crowe states that the Planning & Zoning Board recommended approval of these plans since all requirements have been met. Council Member Morris moves to approve the preliminary plans as submitted. Second to the motion by Council Member Bailey. Vote unanimous.

Public Hearing for Comprehensive Plan

Council Member Morris moves to recess into a Public Hearing for the purpose of discussing the Comprehensive Plan. Second to the motion by Council Member Bailey. Vote unanimous.

Meeting recessed at 8:32 p.m.

Meeting reconvened at 8:55 p.m.

Mayor Haggard calls for a short recess at 8:55 p.m.

Meeting reconvened at 9:12 p.m.

Hensley-Schmidt Update

Bill Johnson of Hensley-Schmidt informs the Mayor and Council of his meeting with EPD. He states that they are planning to control the D O in the basins to reduce or eliminate denitrofication from occurring and EPD agreed that this was a good idea, especially since the city would have the option of a reuse facility in the future. The Design and Development Report should be ready to go to EPD by the first of next week to begin the approval process. HensleySchmidt are planning to meet with Value Concepts Inc. to match easements with the actual interceptor lines. Hensley-Schmidt plan to use Keck & Wood's plans and specs for the interceptor lines with modifications made as requested by the city. Mr. Johnson states that they need the original survey notes from Keck & Wood and a reproducible set of plans and specs for the project. Mr. Johnson submits a letter of request for these documents. Mayor Haggard states that this should not be a problem. Discussion is held on this matter. Mayor Haggard thanks Mr. Johnson for his update.

Conflicts of Interest with Keck & Wood

Mayor Haggard states that the City Charter prohibits the city from doing any business with Keck & Wood since Council Member Stanley is President of this company. Mr. Haggard states that the City Attorney has given his opinion that the Council can either change the charter or leave it as is. Refer to letters. Council Member Stanley states that he has submitted a letter resigning all work



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from Keck & Wood to the City of Sugar Hill. Mr. Stanley states that if the language stays the same in the charter, the city will have to look elsewhere for a gas consultant. City Manager Kathy Williamson states that the City of Buford uses Welker & Associates who are the only other gas consultants around. She states that Raymond Hice of Keck & Wood is the only registered gas engineer in the state. Discussion is held on some documents Keck & Wood has never furnished to the city. Mr. Stanley states that he will make a copy of the specs for the city. Council Member Everett moves to leave the charter as is because it keeps everyone honest and he also moves to obtain any specs we have not yet received from Keck & Wood pertaining to the Golf Course and Sewer Treatment Plant Project. Second to the motion by Council Member Morris. Council Member Stanley abstains from voting. Vote unanimous.

#### Pooled Lease Program Ordinance

Director of Finance Sandy Richards states that we have to adopt an ordinance each year to set aside an annual appropriation which is determined by GMA and is in the Capital Improvements Budget already for this year. Council Member Morris moves to adopt this Ordinance as written. Second to the motion by Council Member Davis. Vote unanimous.

#### Miscellaneous Requests

1) Truck for Utility Department - Refer to bids. Council Member Bailey asks if this to replace a vehicle or a new one. Mr. Crowe states that it will be a new truck, the other trucks are not capable of towing machines very well. The low bid is from Outzs Chevrolet for \$15,180. Discussion is held on the difference in the amounts of bids. Mr. Crowe states that all dealers were given the same specifications. Council Member Morris moves to authorize the funds to purchase the truck from the low bidder. Second to the motion by Council Member Everett. Vote unanimous.

2) Portable Gas Pressure Recorders - Refer to bids. Mr. Crowe states that these will be utilized to chart gas pressure throughout our gas system and these were recommended by Raymond Hice. He is requesting three of these recorders. Mr. Crowe is recommending accepting the bid from Equipment Controls Company for \$440 each. Council Member Stanley moves to authorize the funds to purchase these gas pressure recorders. Second to the motion by Council Member Morris. Vote unanimous.

3) Supplies for Gas Department - Refer to bids. Mr. Crowe states that these are general supplies that are budgeted and the low bid was from Utilities Supply Inc. for \$990.50. Council Member Morris moves to authorize the funds to purchase these supplies. Second to the motion by Council Member Everett. Vote unanimous.

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4) Supplies for Water Department - Refer to bids. Mr. Crowe states that these are general supplies that are budgeted and the low bid was from Gwinnett Utilities for \$978.90. Council Member Morris moves to authorize the funds to purchase these supplies. Second to the motion by Council Member Everett. Vote unanimous.

5) Maintenance Agreement on Radio System - Refer to bids. Mrs. Williamson states that she and Mrs. Richards have been looking at ways to save money on an everyday basis and they have obtained a lower bid on the maintenance of our radio system. The bid is from Alpha Communications Inc. for \$119 per month. Council Member Everett moves to accept the bid from Alpha Communications Inc. for the maintenance of our radio system. Second to the motion by Council Member Bailey. Vote unanimous.

6) Maintenance Agreement on Syscon System - Mrs. Williamson states that it will cost \$1,505 to renew this agreement with Syscon for the hand held meter reading devices. Council Member Stanley moves to renew this maintenance agreement. Second to the motion by Council Member Bailey. Vote unanimous.

7) Pagers - Refer to bids. Mrs. Williamson states that we are currently paying \$20 per month to rent pagers and she is recommending we purchase 7 or 8 new PacTel pagers at a cost of \$89 each. Council Member Bailey moves to authorize the funds to purchase these pagers. Second to the motion by Council Member Everett. Vote unanimous.

#### City Manager's Report

City Manager Kathy Williamson commends the city employees who supported those less fortunate during Christmas and reads a letter of thanks from Tony Harrison at Sugar Hill Elementary School.

#### Director of Golf's Report

1) Cart Building Bids - Director of Golf Wade Queen states that he has obtained bids for a 50' x 80' cart building and he is recommending the Council accept the low bid from National Pre-Engineered Steel Buildings for \$34,144. Refer to bids. The funds for this building is in the budget for this year. Council Member Stanley moves to accept the bid from National Pre-Engineered Steel Buildings for \$34,144. Second to the motion by Council Member Everett. Vote unanimous.

2) Prison Bus Bids - Mr. Queen is requesting to purchase a used bus for the prisoners. Both bids Mr. Queen has obtained are for \$4,000. Refer to bids. Mr. Queen and Council Member Everett went to look at the buses and they feel both buses are in excellent condition. Council Member Bailey moves to authorize the funds to purchase one of the buses. Second to the motion by Council Member Morris. Vote unanimous.

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3) Irrigation Parts - Mr. Queen has obtained bids for items needed for irrigation and he is recommending the Council approve the bids from whomever is the lowest. Refer to bids. Council Member Everett moves to accept the bids, for the irrigation parts, from the lowest bidder. Second to the motion by Council Member Davis. Vote unanimous.

#### Council Reports

Council Member Bailey thanks City Manager Kathy Williamson, Director of Finance Sandy Richards, and former Council Members Bobbie Queen and Dave Hawthorne for their support and encouragement in helping him with this new endeavor.

Council Member Davis welcomes the new Council Members.

Council Member Everett states that during the last town forum, there were some things Mr. Stanley said to make people question his integrity and he resents that. Mr. Everett states that Mr. Stanley ran for office for the wrong reasons, he stated untruths to get into office and he resents him being a Council Member. Council Member Stanley states that he is sorry Mr. Everett feels that way. Mr. Stanley states that it was not his intent to question the integrity of the Council, he only had concerns with some things going on. Mr. Stanley states that he hopes the Council can work together in the future and he has no ill feelings toward the present or former Council.

Council Member Morris states that the Council has made some bad decisions in the past and may make more bad decisions in the future. However, Mr. Morris states that the Council are not stupid. He also resents the false insinuations Mr. Stanley made to get into office.

Mayor Haggard states that the Council needs to forget about the past and work together in the future to serve the people to the best of our ability.

#### Citizen's Comments

Resident Joan Hawthorne states that she is very upset about the letter Mr. Stanley sent out to residents during his campaign. She states that she called Mr. Stanley when she received the letter and stated this fact. Mrs. Hawthorne states that Mr. Stanley told her that he had to oppose her husband because he was the "king pen" of the Council and he would have to win his seat to get the rest of the Council to view matters his way. Mrs. Hawthorne states that Mr. Stanley has a hidden agenda and she would like the citizens of Sugar Hill to be aware of this.

Resident "Al" apologizes to City Manager Kathy Williamson for his harshness to her earlier during the Public Hearing. He states that the Mayor mentioned that time will tell if the Council has



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MAYOR & COUNCIL MEETING  
MONDAY, JANUARY 13, 1992  
MINUTES, CONT'D.  
PAGE 8

made some mistakes. However, he states that the Council should consider how the decisions they make will effect the citizens now and not only in the future.

Recess

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

Meeting recessed at 10:16 p.m.

Meeting reconvened at 10:55 p.m.

No further business was conducted.

Adjournment

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

Meeting adjourned at 10:55 p.m.

*Judy L. Foster*

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THOMPSON & SWEENY, P.C.  
Law Offices

V. LEE THOMPSON, JR.  
VICTORIA SWEENY  
GLENN P. STEPHENS  
KATHRYN McCART SCHIRADER  
MELANIE W. BIONDI  
PAUL E. ANDREW

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 3, 1992

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

Re: Conflict of Interest

Dear Mayor and Members of the Council:

I am writing pursuant to your request to provide my opinion regarding the legality of the City of Sugar Hill continuing to contract for the services of Keck & Wood, Inc. once Jim Stanley officially becomes a member of the council. In preparing this opinion, I have reviewed relevant state laws regarding conflict of interest and specific prohibitions contained in your Municipal Charter regarding conflicts of interest.

The General Municipal Code contains two (2) general provisions dealing with conflicts of interest. The first, O.C.G.A. § 36-30-4, prohibits any member of a Municipal Council from holding any other municipal office. This statutory provision has been construed to prohibit a member of a City Council from holding any other position of employment with the City while serving as a member of the Council. O.C.G.A. § 36-30-6 provides "it is improper and illegal for a member of Municipal Council to vote upon any question brought before the Council in which he is personally interested". The phrase "personally interested" has been interpreted to mean a financial interest. Thus, under these two (2) statutory provisions it is obvious that Mr. Stanley would not be able to vote on any issue involving Keck & Wood, Inc., and could not personally hold any position of employment with the City.

Another general state law dealing with conflict of interest is O.C.G.A. § 16-10-6. This code section prohibits any city official from selling either real or personal property to the City during the person's term in office. Violation of the statute constitutes a crime and is punishable as a felony. Although the interpretation of this ordinance has varied through the years and the terms personal property and real property are somewhat ambiguous, there

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Mayor and City Council  
January 3, 1992  
Page Two

appears to be both case law and an Attorney General's opinion that have held that the sale of services is not a sale of real or personal property. Therefore, it would appear that the providing of professional services by a Company owned in part by a City Official would not violate this criminal statute.

Section 2.16 of your Municipal Charter contains prohibitions applying to elected officials of the City. Paragraphs a and b of that Charter provision merely prohibit the holding of other city employment and voting on matters on which the Council Member has a personal interest. Thus, these provisions merely tract state law set forth above. However, Paragraph c goes much further than state law.

Paragraph C of Section 2.16 of the Municipal Charter, reads as follows: "(c) Dealing with City. No person holding office under this Charter shall at any time during the term of which he was elected or appointed, or while in office, be capable of contracting with the City for the performance of any work or the sale of anything which is to paid for out of the treasury, nor shall any such person be capable of holding or having interest in such contracts entered into by himself or another, directly or indirectly". It is my opinion that this provision would clearly prohibit Keck & Wood, Inc. from contracting to provide any services to the City of Sugar Hill while Mr. Stanley is serving as a member of the City Council and while Mr. Stanley continues serve as an officer and stock holder of Keck & Wood, Inc. As long as Mr. Stanley continues to hold a position as an officer and share holder of Keck & Wood, Inc., Mr. Stanley would clearly have an interest in any contract between Keck & Wood, Inc. and the City of Sugar Hill.

As I stated earlier, this provision of your Charter is much more stringent than state law, and is much more strict than most conflict of interest provisions with which I am acquainted in other municipalities. If the Mayor and Council strongly desire for Keck & Wood, Inc. to continue to be able to provide services to the City while Mr. Stanley is a member of the City Council, it would be necessary for the City Council to amend the Municipal Charter, and to remove Paragraph c from Section 2.16. Such an action would remove the strict conflict of interest provisions which the City presently has and continue in affect the conflict of interest provisions which tract state law.

The decision of whether the Council desires to amend the Charter to allow Keck & Wood, Inc. to continue to provide services to the City of Sugar Hill is clearly a political and ethical decision to be made by the members of the City Council. There would be no legal restriction to prohibit amending the Charter in

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Mayor and City Council  
January 3, 1992  
Page Three

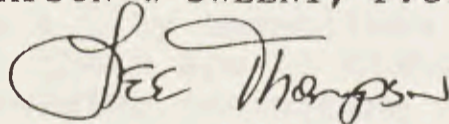
such a way, and there is no legal prohibition in retaining the provisions in the Charter, and having a stricter conflict of interest provision than state law requires. Should the Council desire to make a decision to amend the Charter, such a decision should be made in the near future so that this change could be accomplished through local legislation during the 1992 Legislative Session which begins in early January.

In this letter, I have attempted to address any legal restrictions which would prevent Keck & Wood, Inc. from doing business with the City of Sugar Hill while Mr. Stanley holds office as a member of the City Council. Certain political and ethical considerations may also be involved in any decision regarding whether the City of Sugar Hill should do business with Keck & Wood, Inc. while Mr. Stanley holds public office in the City of Sugar Hill. I have not attempted to express any opinion in regard to these political and ethical considerations, and believe that those decisions are clearly decisions which should be addressed by Mr. Stanley individually and by the Council as a whole.

If I can be of further assistance in this matter, or if you have additional questions regarding this matter, I will be glad to discuss this matter with you in further detail at your convenience.

Sincerely,

THOMPSON & SWEENEY, P.C.



V. Lee Thompson, Jr.

VLT/kad

cc: Kathy Williamson

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# KECK & WOOD, INC.

ENGINEERS • DESIGNERS  
MANAGERS • PLANNERS  
COMPUTER SPECIALISTS

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

December 23, 1991

Honorable Mayor and City Council  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, Georgia 30518

Re: Conflicts of Interest  
Engineering Services  
Our Reference No. 860632

Honorable Mayor and Council:

As you are aware, Keck & Wood, Inc. has for many years provided a variety of consulting services to the City of Sugar Hill. These services have included General Engineering, Computer Services, and Natural Gas System Consulting. Keck & Wood, Inc. has accumulated detailed records and extensive background information that will very likely be needed by the City in future years. Our records, experience, and capabilities will be particularly important in the ongoing operation of the gas system.

I have met with the City Attorney, Mr. Lee Thompson and discussed with him the potential for conflicts of interest which arise as a result of me taking office as a City Councilman. Mr. Thompson has advised me that, although there are no State laws which would prohibit Keck & Wood from providing consulting services, there is a very restrictive paragraph in the City Charter which effectively precludes such services. Mr. Thompson is researching alternatives available to allow the City to obtain any necessary services from Keck & Wood, and he will be forwarding his recommendations to you.

In the meantime it is appropriate that Keck & Wood, Inc. resign its contractual arrangements with the City of Sugar Hill, effective on December 31, 1991. I will personally be available to bridge the gap between the City and Raymond Hice in the Keck & Wood Gas Division, or Kyle Parker in our Computer Services Division, at no cost to the City. Please be assured that I will do all I can to be of assistance.

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Honorable Mayor and City Council

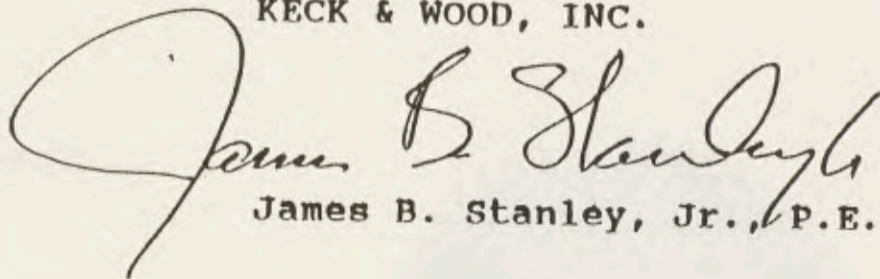
December 23, 1991  
Page Two

In the event that Mr. Thompson is able to arrange an acceptable resolution of the problem, Keck & Wood, Inc. will be happy to continue providing such services as are needed by the City. It will, of course, be necessary for me to abstain from voting in any matter concerning the services of Keck & Wood, Inc.

I look forward to working with all of you to serve the citizens of Sugar Hill.

Very truly yours,

KECK & WOOD, INC.



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

JBS:sb

xc: Mr. Lee Thompson

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OATH OF OFFICE  
CITY OF SUGAR HILL

"I, Jay Asgari, 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."

Jay Asgari  
Jay Asgari

George Haggard  
Mayor George Haggard

1/13/92  
Date



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U.S. Pat. Off.

OATH OF OFFICE  
CITY OF SUGAR HILL

"I, Bobbie Queen, 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."

Bobbie Queen  
Bobbie Queen

George Haggard  
Mayor George Haggard

1/13/92  
Date



FEB.

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JUNE



December 16, 1991

Mr. Harold Reheis  
Director  
Georgia Environmental Protection Division  
205 Butler Street S.E.  
Atlanta, Georgia 30334

Re: Sugar Hill Wastewater Treatment  
Facilities  
Our Reference No. 880137

Dear Mr. Reheis:

I am writing to solicit your assistance in clearing up several questions related to the development of new wastewater treatment facilities for the City of Sugar Hill, Georgia. I believe that Sugar Hill is headed towards incurring unnecessary expenses in excess of one million dollars due to misconceptions and confusion with regard to treatment system alternatives and EPD policies.

In April 1990, EPD approved design documents for a 0.5 MGD new treatment plant which was to provide pretreatment prior to spray irrigation on a new municipal golf course. Based on detailed discussions with EPD representatives, the plant was designed utilizing a conventional contact stabilization process. The irrigation system was designed as a restricted access site.

Prior to commencing construction of the treatment facility, the City had a "Value Engineering" study done by Hayes, James and Associates. The initial Hayes, James recommendation was to abandon the contact stabilization process and to redesign using Lemna Ponds. When it became obvious that ponds could not be built on the site, Hayes, James recommended a switch to an extended aeration process.

During our initial design work, it was our clear understanding that EPD preferred pretreatment using contact stabilization prior to irrigation disposal, because contact stabilization leaves nitrogen compounds in forms which can be assimilated by on-site vegetation. By contrast, extended aeration results in a high degree of nitrogen fixation to a form not usable by plants, and a form which will leach through to underlying groundwater.

Sugar Hill officials have been led to believe that contact stabilization is undesirable due to increased potential for objectionable odors and due to unacceptable difficulty of operation. They have also been advised that tertiary sand filters are necessary prior to discharge to the holding ponds.

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Mr. Harold Reheis  
Georgia Environmental Protection Division

December 16, 1991  
Page Two

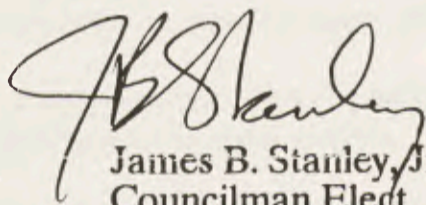
City officials are faced with conflicting advice from the several engineers who have been involved. They are frightened by the threat of a "plant that stinks" or is "more difficult" to operate. They are therefore preparing to scrap the original approved plant design and to redesign utilizing an extended aeration process followed by effluent filtration.

Keck & Wood, Inc. is no longer involved in a consulting role in Sugar Hill, however, I personally remain involved in that I have just been elected to the City Council. I take office effective January 1, 1992. I have strongly recommended that the City proceed with construction utilizing the original approved design, but I have not been effective in arguing my case.

I need a letter from you confirming the acceptability of contact stabilization, confirming that extended aeration is not the preferred pretreatment, and confirming that effluent filtration is unnecessary. We also need to know if there is any potential that the buffer zone variances approved for the original plant design would not be available in a new plant design review.

I realize that EPD will normally allow Cities full discretion within the law in selecting treatment processes. In this case, however, the citizens of Sugar Hill can avoid a huge and unnecessary expense if EPD provides some unbiased advice and guidance based on experience. I plan to ask for reconsideration of these matters on January 13, 1992, the first scheduled meeting at which I will be a council member. I will appreciate any help that you can provide.

Yours truly,



James B. Stanley, Jr., P.E.  
Councilman Elect  
City of Sugar Hill, Georgia

xc: Mayor George Haggard  
Pete Maye, EPD

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JUNE



# Georgia Department of Natural Resources

205 Butler Street, S.E., East Floyd Tower, Atlanta, Georgia 30334

Joe D. Tanner, Commissioner  
Harold F. Reheis, Director  
Environmental Protection Division

December 23, 1991

Mr. James B. Stanley, Jr., P.E.  
Councilman Elect  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, Georgia 30518

RE: Sugar Hill Wastewater Treatment Facility

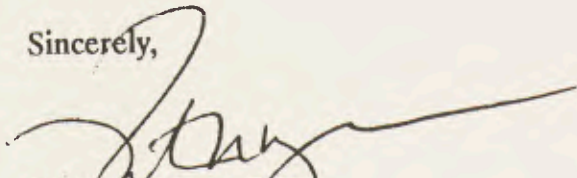
Dear Mr. Stanley:

This letter is in reply to your December 16, 1991 letter concerning the proposed Sugar Hill wastewater treatment facility.

1. The plans and specifications previously approved by this office met all existing criteria for treating domestic wastewater prior to irrigation on a restricted access golf course, such as planned for Sugar Hill. During review our engineers recommended, as we do for all wastewater/irrigation projects, that biological treatment be accomplished by a process that Minimizes nitrification while obtaining a high level of BOD<sub>5</sub> and suspended solids removal. This ensures that most of the nitrogen remains in a chemical form that can be easily taken up by the vegetation. A modified activated sludge process such as contact stabilization is commonly used for this type of treatment. In contrast, the extended aeration process, with its long detention times, maximizes nitrification. Although the operational requirements are different, a properly designed and operated contact stabilization facility can be just as successful and nuisance free as extended aeration or any other activated sludge process.
2. For a restricted access golf course, where no residential housing is located along the fairways and irrigation can be restricted to those times when the public is not present, filtration prior to disinfection is not required by our existing criteria. If the City, however, plans to use reclaimed water on nonrestricted areas such as parks, commercial and residential landscaping, roadway medians, etc., the treatment facility would have to include coagulation, filtration and high level disinfection in order to meet the appropriate reuse criteria.
3. With regards to buffer zones, we would expect them to remain the same unless a nonrestricted reuse facility is designed. Buffer zones are not generally required for these types systems.

We hope this letter answers your questions. Please feel free to call at any time if you have additional questions or need additional information.

Sincerely,



Peter R. Maye, P.E.  
Program Manager  
Municipal Engineering Program

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CIVIL ENGINEERING  
CONSULTANTS, Inc.

CIVIL & ENVIRONMENTAL ENGINEERING

January 8, 1992

Mr. Jim Stanley  
Councilman, City of Sugar Hill  
% Keck & Wood, Inc.  
3722 Pleasantdale Road  
Atlanta, GA 30340

Dear Jim:

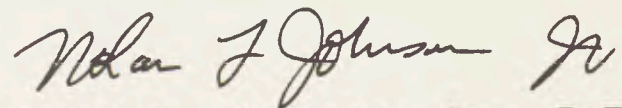
I appreciate you taking the time to talk with me about the City of Sugar Hill's sewage treatment plant situation. Should the City Council choose to use the contact stabilization process without final filtration, thereby using plans and specifications already prepared, I would be interested in making a proposal for providing Engineering Services for procurement, construction and start-up operation assistance. Should they choose to abandon the original design, then I understand that they have already chosen a firm for the project.

From the financial view point, it would seem to me that sticking with the contact stabilization process, as already designed, would be the wise decision. Effluent filtration is not required by Georgia EPD; it adds additional expense, both as a first cost and operating cost; and could be added later if needed. However, there may be circumstances that I am not aware of.

If you feel that I could be of assistance to the City, please do not hesitate to call me.

Very truly yours,

CIVIL ENGINEERING CONSULTANTS, Inc.



Nolan L. Johnson, Jr., P.E.  
President

sju

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RECOMMENDATION FORM

FROM:

KEN CROWÉ

TITLE:

Director: Utilities & Development

DATE:

IN REFERENCE TO:

BRANDON OAKS

COMMENTS:

This is on an existing road.  
Drive way pipes, DRAINAGE EASEMENTS  
etc have been addressed and all  
necessary eng. work has been done.

RECOMMENDATION:

Approval

FEB.

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MAY

JUNE



McNally  
& Patrick

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

December 3, 1991

Mr. Ken Crowe  
4988 West Broad Street  
Sugar Hill, Georgia 30618

RE: Preliminary Subdivision Review  
for Rich Pugh  
Land Lot 322 of the 7th District  
Sugar Hill (Gwinnett County), Georgia

Dear Ken:

Our review reflects the requirements for Preliminary Subdivision Plan approval of the City of Sugar Hill Subdivision Regulation Ordinance. The following corrections are needed prior to the final approval of the Plan.

- ~~1.~~ Indicate existing pavement width of Austin Garner Road.
- ~~2.~~ Provide name and address of owner and/or developer.
- ~~3.~~ Provide name of proposed subdivision.
- ~~4.~~ Provide lot numbers. ~~EST ADDRESSES~~
- ~~5.~~ Provide lot acreage.
- ~~6.~~ Provide lot chart and indicate area of floodplain.
- ~~7.~~ Provide approval from Gwinnett County Water Department.
- ~~8.~~ Provide approval from Gwinnett County Fire Department.
- ~~9.~~ Provide approval from Gwinnett County Health Department.
- ~~10.~~ Execute "Certificate of Design".
- ~~11.~~ Provide 20 Drainage Easement along existing creek as noted on attached plan.
- ~~12.~~ Provide total distance along existing road for lot showing a distance of 67.02 feet.
- ~~13.~~ Indicate companies to provide proposed utility services.

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

Sincerely,  
MCNALLY & PATRICK, INC.

Tim Williams, P.E.  
Chief Engineer

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MAY

JUNE



- IPF : IRON PIN FOUND
- IPS : IRON PIN SET
- BL : BUILDING LINE
- CL : CENTER LINE
- PL : PROPERTY LINE
- LLL : LAND LOT LINE
- R/W : RIGHT OF WAY
- MH : MAN HOLE
- TM : TEST HOLE
- WM : WATER METER
- OE : DRAINAGE EASEMENT
- SEE : SANITARY SEWER EASEMENT
- MT : MARKED TREE

- ARC : CURVE ARC LENGTH
- CHD : CURVE LONG LENGTH
- R : RADIUS
- PT : POINT OF TANGENCY
- PC : POINT OF CURVATURE
- CB : CATCH BASIN
- CO : CROSS DRAIN
- MW : HEAD WALL
- TL : TELEPHONE LINE
- WL : WATER LINE
- SS : SANITARY SEWER LINE
- PL : POWER LINE

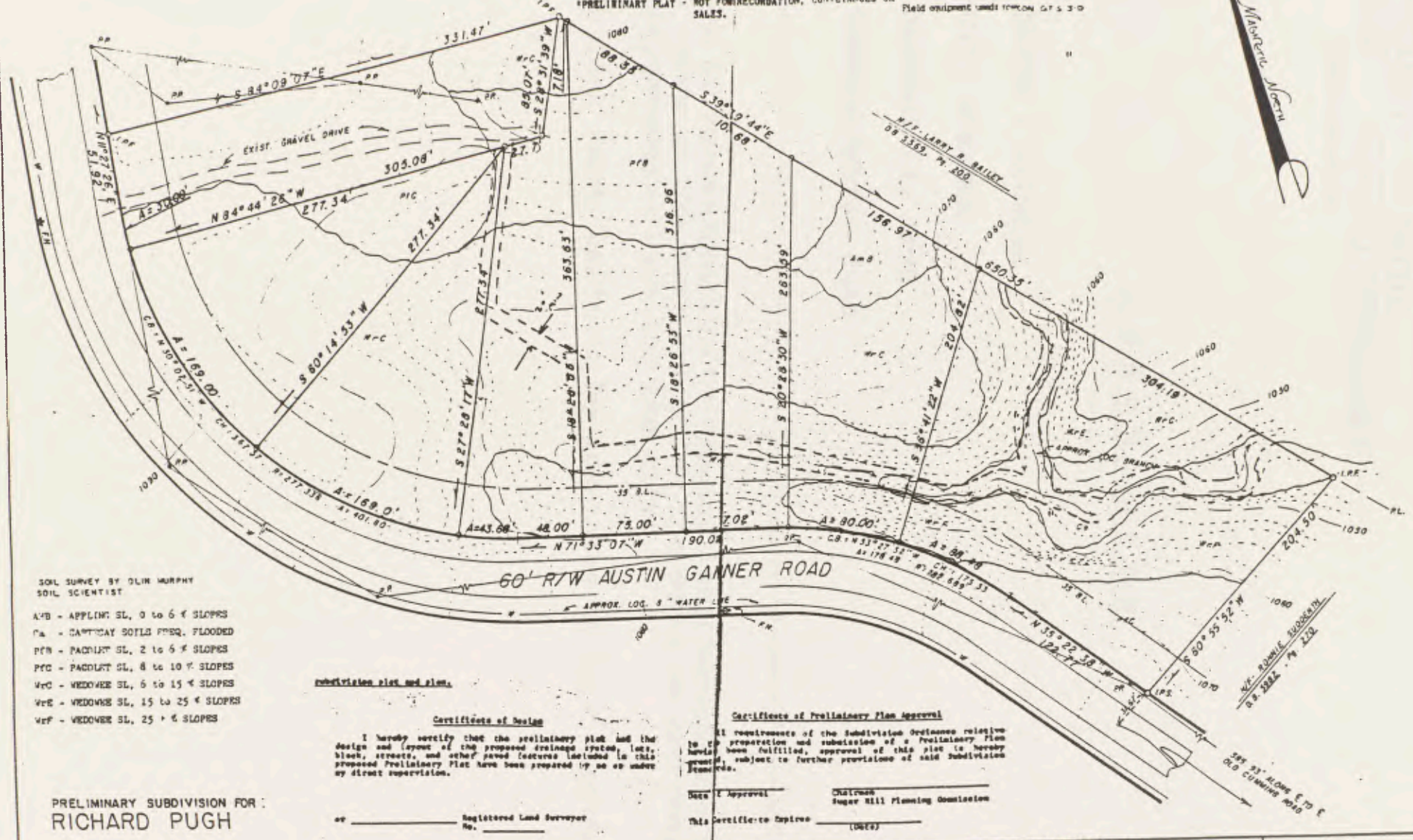
- GENERAL NOTES
- 1) ZONING - AS-100
  - 2) SETBACKS: FRONT = 55'  
SIDE = 10'  
REAR = 10'
  - 3) SOIL TYPES BY OLIN MURPHY SOIL SCIENTIST
  - 4) BOUNDARY AND TOPOGRAPHIC SURVEY BY R.V. INGRAM ENTERPRISES, INC.
  - 5) MINIMUM DRIVEWAY PIPE SIZE = 18" CMP @ 2% MIN SLOPE

This field data upon which this map or plat is based has a closure precision of one foot in 10,413 feet and an angular error of .0 seconds per angle point and has been adjusted using least squares.

This plat has been calculated for closure and is found to be accurate within one foot in 111,117 feet.

Field equipment used: trimble GPS 3-D

THIS PROPERTY IS NOT LOCATED IN A FEDERAL FLOOD HAZARD AREA AS INDICATED BY FIA OFFICIAL FLOOD HAZARD MAPS PER COMMUNITY PANEL NO. 150122-0060 B, JUNE 15, 1981.



SOIL SURVEY BY OLIN MURPHY  
SOIL SCIENTIST

- AMB - APPLIC. SL, 0 to 6 % SLOPES
- CA - CANTONAY SOILS PRSQ, FLOODED
- PCB - PACQUET SL, 2 to 6 % SLOPES
- PCD - PACQUET SL, 8 to 10 % SLOPES
- VCB - VEDOVER SL, 6 to 15 % SLOPES
- VCB - VEDOVER SL, 15 to 25 % SLOPES
- VCB - VEDOVER SL, 25 + % SLOPES

subdivision plat and plan.

Certificate of Design

I hereby certify that the preliminary plat and the design and layout of the proposed drainage system, lots, block, streets, and other paved features included in this proposed Preliminary Plat have been prepared by me or under my direct supervision.

Certificate of Preliminary Plan Approval

All requirements of the Subdivision Ordinance relative to the preparation and submission of a Preliminary Plan have been fulfilled, approval of this plat is hereby granted, subject to further provisions of said Subdivision Ordinance.

Date of Approval: \_\_\_\_\_  
This Certificate Expires: \_\_\_\_\_

Chairman  
Sugar Hill Planning Commission

PRELIMINARY SUBDIVISION FOR:  
**RICHARD PUGH**

Registered Land Surveyor  
No. \_\_\_\_\_

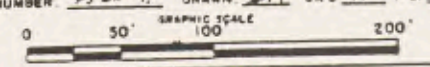
**M.V. INGRAM ENTERPRISES, INC.**  
LAND SURVEYING & PLANNING  
P.O. BOX 464092  
LAWRENCEVILLE, GEORGIA 30246  
(404) 963-4468



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

DATE: 10-14-98  
M.V. INGRAM

CITY OF SUGARHILL  
LAND LOT(S) 322 OF THE 7th DISTRICT  
GWINNETT COUNTY, GEORGIA  
SCALE: 1" = 50' ACRES: 4.971 DATE: 10-14-98  
JOB NUMBER: 93-24-T DRAWN: [Signature] CK'D: [Signature] P.C. [Signature]



REVISIONS

JUNE

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# **CITY OF SUGAR HILL**

**COMMUNITY OF PRIDE**

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



## M E M O R A N D U M

TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
DATE: JANUARY 13, 1992  
RE: COMPREHENSIVE PLAN

---

It is my recommendation to appoint the Planning and Zoning Board to serve on the Task Force for the duration and completion of the Comprehensive Plan for the city.

This Task Force needs to be appointed at this meeting.

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COVENANT TO APPROPRIATE

"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" (Section 4.6 of the Lease Agreement).

The Ordinance required to satisfy the City of Sugar Hill's covenant to appropriate follows on the attached pages.

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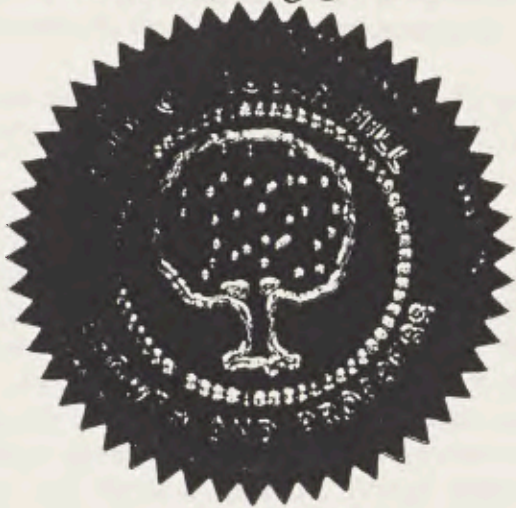
U.S. Pat. Off.

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 January 13, 1992, 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 13<sup>th</sup> day of January, 1992.

Judy Foster  
Clerk, City of Sugar Hill



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JUNE



[Ordinance required in January, 1992 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 13, 1992

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 Wachovia Bank of Georgia, N.A., Atlanta, Georgia, as servicer (the "Servicer"), Wachovia Bank of Georgia, N.A., as Trustee, GMA and each lessee 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 Wachovia Bank of Georgia, N.A., 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

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 assume 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.

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

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

ADOPTED this 13<sup>th</sup> day of January, 1992.

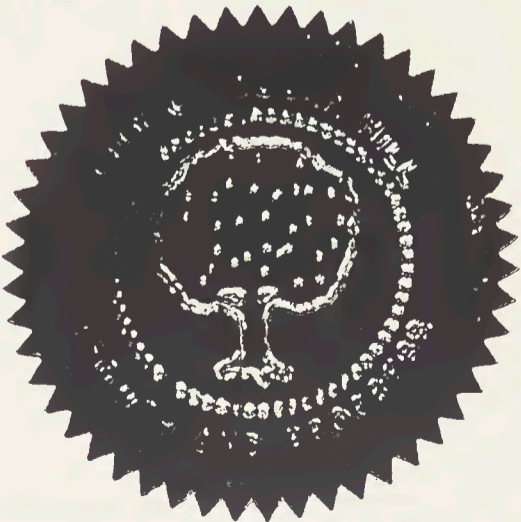
[CORPORATE SEAL]

City of Sugar Hill

Attest:

Judy Foster  
Clerk

By: George Haggard  
Mayor



FEB.  
MAR.  
APR.  
MAY  
JUNE



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, 1992 is \$146,962.10, to wit:

Cost of Issuance Payment (if required) <sup>1</sup>	\$17,149.60
Interest and Administrative Expenses @ 16.75% <sup>2</sup>	<u>\$129,812.50</u>
Total	<u>\$146,962.10</u>

---

1 Outstanding balance of Cost of Issuance Payments as of November 1, 1991..

2 15% Maximum Interest Rate plus maximum Administrative Expenses at 1.75% annually.

FEB.

MAR

APR.

MAY

JUNE

**SCHEDULE B  
BUDGET**

[To Be Supplied By Lessee]

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

FEB.

MAR

APR.

MAY

JUNE

U.S. Pat. Off



# CITY OF SUGAR HILL

*COMMUNITY OF PRIDE*

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



## MISCELLANEOUS REQUESTS

Attached are bids for the following items:

Truck for Utilities Department.....	\$15,180
Portable Gas Pressure Recorders (3).....	\$ 1,320
Maintenance Agreement for Syscon System.....	\$ 1,505
Pac-Tel Pagers (7).....	\$ 623
Gas Department Supplies.....	\$ 990
	<hr/>
TOTAL	\$19,618

These prices are determined by the low bids.

Refer to bids for specifics.

FEB.

MAR

APR.

MAY

JUNE

M E M O R A N D U M

TO: Mayor & Council  
FROM: Scott Payne Water Supervisor  
RE: NEW WATER DEPARTMENT TRUCK  
DATE: January 7, 1992

---

Listed are bids for a new 1 ton series truck for the water department. The truck is needed for its towing capacity, tool and needed material space. It is my opinion that this purchase would be both practical and beneficial to the City of Sugar Hill and its utility customers.

FEB.

MAR

APR.

MAY

JUNE



WATER DEPARTMENT TRUCK BIDS

FORD SHORT BED  
1992 F-350 DUAL REAR WHEEL  
351 V8 ENGINE  
5 SPEED TRANS.  
UTILITY BODY  
SPARE TIRE  
WEST COAST MIRRORS  
11,000 AURW  
PS/PB

CHEVY SHORT BED  
1992 C-30 DUAL REAR WHEEL  
350 ENGINE  
5 SPEED TRANS.  
UTILITY BODY  
SPARE TIRE  
WEST COAST MIRRORS  
11,000 AURW  
PS/PB

---

BIDS

\$17,098 - Green Ford Gainesville  
\$17,731 - Wade Ford Buford

---

BIDS

\$15,180 Outzs Chevy. Winder  
\$17,185 Jerry Brown Buford  
\$16,255 Hardy Chevy. Gainesville

FEB.

MAR

APR.

MAY

JUNE



JAN 6 '92 13:28 GREEN FORD

ATT SCOTT PAYNE



GREENE FORD CO.  
2385 BROWN BRIDGE ROAD  
GAINESVILLE, GEORGIA 30504  
(404) 532-5620

PAGE 01

SALESMAN JOHN BARNES

DATE

STOCK NO. ORDER

PHONE (404) 532-5620

PHONE: (B)

PURCHASER City of Sugar Hill  
4928 West Board St

CITY Sugar Hill COUNTY STATE GA ZIP 30518

ENTER MY ORDER FOR YR 1992 MAKE F350 MODEL CC COLOR TYPE Custom

VIN# COUNTY TAG NO. DECAL NO. MILEAGE

CASH PRICE

F350 c/c  
Utility Body  
351 V8  
5 speed  
SPARE TIRE + wheel  
Handling PKG

IT IS UNDERSTOOD THAT LEGAL TITLE TO THE HEREIN DESCRIBED AUTOMOBILE DOES NOT PASS TO SAID BUYER UNTIL HIS CHECK GIVEN AS PAYMENT CLEARS THE BANK ON WHICH IT IS DRAWN.

USED CAR ALLOWANCE PAYOFF  
YR MAKE MODEL TYPE  
COLOR I.D. NO. MILES  
COUNTY TAG NO. DECAL NO.

PRICE 17049 00

TRADE

DIFFERENCE 17049 00

SALES TAX 0

TITLE-TAG & DOC. FEES 49 00

WAR. RTS. FEE

SUB TOTAL 17098 00

BALANCE OWED TO  
STREET  
CITY ST. ZIP  
PHONE: ACCT. NO.  
PAY OFF BY GOOD TILL

PAYOFF

TOTAL DUE 17098 00

EXT. WARRANTY

REBATE

DEPOSIT

COD

USED CAR ALLOWANCE PAYOFF  
YR MAKE MODEL TYPE  
COLOR I.D. NO. MILES  
COUNTY TAG NO. DECAL NO.

BALANCE OWED TO  
STREET  
CITY ST. ZIP  
PHONE: ACCT. NO.  
PAY OFF BY GOOD TILL

PAID BY CASH OR CHECK

TOTAL OF DOWN PAYMENT

BALANCE TO BE FINANCED

TOTAL SETTLEMENT

ALL CARS SOLD "AS IS" UNLESS OTHERWISE SPECIFIED

ALL DELIVERIES SUBJECT TO FINANCE APPROVAL

No other agreement, promise or understanding of any kind pertaining to this purchase will be recognized except a conditional sale contract in writing executed by the undersigned buyer, as purchaser hereunder.

This order is not valid unless signed and accepted by Dealer and credit approval by a responsible Finance Company as to any deferred balance. I expressly ordered the accessories installed on this car.

BUYER'S SIGNATURE ACCEPTED

LEIN HOLDER ADDRESS CITY STATE ZIP LEINHOLDER CODE NO

FEB. MAR. APR. MAY JUNE



WADE FORD - MERCURY

4525 HIGHWAY 20  
P.O. BOX 1059  
BUFORD, GA. 30518  
(404) 932-4060

OFFICE FAX # (404) 932-4074  
PARTS & SERVICE  
FAX # (404) 932-4073

DATE: 12-19-91

ATTENTION: Beth Walker

FAX #: 945-0281

COVER SHEET PLUS 3 PAGES TRANSMITTED

FROM: Forman Stansell

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FEB.  
MAR  
APR.  
MAY  
JUNE



WADE FORD-MERCURY

4525 Hwy. 20 P.O. Box 1059  
BUFORD, GA 30518  
Phone (404) 932-4060

December 20, 1991

City Manager  
City of Sugar Hill  
Sugar Hill, Georgia 30518

Wade Ford-Mercury of Buford is pleased to quote you a price on the following described vehicle.

1992 Ford F-350 (1 ton) Dual rear wheel  
cab and chassis truck

351 cubic inch V-8 engine

5 speed Manual transmission

Spare tire and wheel

11,000 pound GVRW (weight rating)  
Handling Package

We will sell the above described truck for \$15,283.00 drive-out.

Please be advised also that at the present time Ford Motor company has total rebates and/or incentives amounting to \$1,500.00 for commercial account customers. If any or all of these programs are still in effect at the time of delivery you will receive those credits also. As you can see the truck, if delivered now, would only cost \$13,783.00.

We have quoted the truck without a cargo box as we need to be sure of exactly the specifications you desire.

Please feel free to call me should you have additional questions and Wade Ford would certainly appreciate the opportunity to serve the City of Sugar Hill.

Very truly yours,

Furman T. Stansell

TRADE WITH WADE

FEB.

MAR

APR.

MAY

JUNE





WADE FORD-MERCURY

4525 Hwy. 20 P.O. Box 1059  
BUFORD, GA 30518  
Phone (404) 932-4060

December 30, 1991

City Manager

City of Sugar Hill

Sugar Hill, GA 30518

Please be advised that the cost to install a service box exactly like you have on your present Ford F350 will be \$3,948.50. The price includes painting of the box, a heavy duty rear bumper, all shelves and trays, and lights in the rear of the service box.

In order to determine the total cost please add this amount to the price of the truck as quoted in my letter to you dated December 20, 1991. Please advise me should you need additional information.

Very sincerely yours

Furman T. Stansell

Truck	13,783
Box	3,948.50
<hr/>	
Total	17,731.50

TRADE WITH WADE

FEB.

MAR

APR.

MAY

JUNE



9-28-91

1992 F-350

# MAJOR STANDARD EQUIPMENT

EXTERIOR	Custom	XLT Lariat
BUMPER, FRONT — Chrome		
Black rub strip	•	•
CARGO BOX LIGHT		•✓
DECAL "4X4" (Styleside)	•	•
GLASS, TINTED	•	•
GRILLE — Argent	•	•
Chrome	•	
HEADLIGHTS — Aero halogen with impact-resistant lenses		•✓
Bright headlight/parking light bezels	•	•
LIGHTS — Wraparound front parking/turn signal		•✓
Roof Clearance <sup>(5)</sup>	•	•
*MIRRORS — Bright manual (Regular Cab/Crew Cab SRW Styleside)	•	•
Bright low-mount swingaway (except with models over 10,000# GVWR) (2)	•	•
Bright, recreational swing-out (Models over 10,000# GVWR)	•	•
MOLDINGS — Bright windshield	•	•
Bright wheel lip		•(4)✓
Black lower bodyside protection		•(4)✓
TAILGATE — Removable with bright release handle	•	•
Brushed aluminum applique (Styleside only)		•✓
TAILLIGHTS — Wraparound	•	•
WHEEL TRIM — Bright hub caps on Argent Steel Wheels	•(3)	•
Sport wheel covers on Black Steel Wheels		•(4)✓
<b>INTERIOR</b>		
AIR CONDITIONING		•✓
CARPET — Color-keyed		•✓
CARPET BACK PANEL COVER (Regular Cab/Crew Cab)		•✓
CIGARETTE LIGHTER	•	•
COAT HOOK — RH color-keyed	•	•
COURTESY LIGHT — LH/RH door operated	•	•
DOOR LOCKS/WINDOWS, POWER		•✓
*DOOR TRIM — Color-keyed panel with black handles and reflector	•	•
*Cloth insert, storage bin and courtesy light/reflector		•✓
Carpeted map pocket		•✓
FLOOR MAT — Color-keyed	•	•
HEADLINER — Color-keyed cloth	(1)	•✓
HOOD RELEASE — Inside	•	•
HORN — Dual electric	•	•
INSTRUMENT PANEL — Color-keyed with glove box lock, side window demisters, four air registers	•	•
Black appliques	•	•
INSTRUMENTATION — Voltmeter, oil pressure, temperature and fuel gauges with indicator lights	•	•
LIGHT CONVENIENCE GROUP		•✓
*LIGHTS — Dome, glove box, and ashtray	•	•
MIRROR — 12" day/night	•	•
*POWER POINT	•	•
RADIO — Electronic AM with digital clock and two door-mounted speakers	•	•
*Electronic AM/FM stereo with digital clock and four speakers		•✓

- (1) Standard with SuperCab and Crew Cab only.
- (2) Standard with Regular Cab DRW Styleside and Chassis Cab, SuperCab and Crew Cab DRW Styleside only.
- (3) Available with SRW 4x2 models only.
- (4) Available with SRW Styleside models only.
- (5) Standard with DRW Styleside and Chassis Cab only.
- \* New or revised for 1992.
- ✓ Unique equipment compared with column to immediate left.

FEB.

MAR.

APR.

MAY

JUNE



9-26-91

## 1992 F-350 MAJOR STANDARD EQUIPMENT

### INTERIOR (Cont'd)

	Custom	XLT Lariat
SAFETY BELTS — Color-keyed		
SCUFF PLATES — Black	•	•
SEATS — Bench, vinyl (knitted vinyl on SuperCab) with adjustable headrests for outboard seating positions Cloth (flight bench with power lumbar on Regular Cab)	•	•
*SEAT, REAR — Jump, SuperCab (Vinyl) Bench, SuperCab/Crew Cab (Cloth)	•	•
SEAT BACK — Trim Panel		•
SPEED CONTROL/TILT STEERING WHEEL	(1)	•
STEERING WHEEL — Black Vinyl Leather-wrapped	•	•
SUN VISORS — Color-keyed vinyl Color-keyed cloth, includes LH retainer band and RH visor mirror	•	•
VENT WINDOWS		•
*WIPERS, INTERVAL	•	•

4x2

4x4

### FUNCTIONAL

	4x2		4x4	
	Regular Cab/ SuperCab	Crew Cab	Regular Cab	Crew Cab
ALTERNATOR	75 Amp <sup>(6)</sup>	75 Amp <sup>(7)</sup>	75 Amp <sup>(7)</sup>	75 Amp <sup>(7)</sup>
AXLE, FRONT — Twin-I-Beam Mono-Beam	4200#	4200#		
AXLE, REAR — SRW	6250#	6250#	5000#	5000#
DRW	7400# <sup>(3)</sup>	7400#	8250#	8250#
BATTERY — Maintenance Free	72 AH (650 CCA) <sup>(8)</sup>	72 AH (650 CCA) <sup>(8)</sup>	72 AH (650 CCA) <sup>(8)</sup>	72 AH (650 CCA) <sup>(8)</sup>
BRAKES — w/rear wheel anti-lock	Power	Power	Power	Power
ENGINE	5.8L EFI V-8 <sup>(4)</sup>	5.8L EFI V-8	5.8L EFI V-8 <sup>(5)</sup>	5.8L EFI V-8
FUEL TANK (Dual Tanks, 19.0 Gal. Front & 18.2 Gal. Rear)	37.2 Gal. (141L) <sup>(2)</sup>	37.2 Gal. (141L)	37.2 Gal. (141L) <sup>(2)</sup>	37.2 Gal. (141L)
*HUBS, FRONT			Automatic Locking	Automatic Locking
SHOCK, ABSORBERS	HD Gas	HD Gas	HD Gas	HD Gas
SPRINGS, FRONT — SRW	3890#	4200#	4600#	4600#
— DRW	4000# <sup>(9)</sup>	4200#	4600#	—
SPRINGS, REAR — SRW	7589#	7587#	7596#	7596#
— DRW	7963# <sup>(10)</sup>	7741#	8427#	—
STEERING	Power	Power	Power	Power
TIRES — SRW — Four	LT235/85R16E BSW All-Season	LT235/85R16E BSW All-Season	LT235/85R16E BSW All-Season	LT235/85R16E BSW All-Season
— DRW — Six	LT215/85R16D BSW All-Season	LT215/85R16D BSW All-Season	LT235/85R16E BSW All-Season	
TRANSFER CASE			2-Speed	2-Speed
TRANSMISSION	5-Speed Manual O/D- HD	5-Speed Manual O/D- HD	5-Speed Manual O/D- HD	5-Speed Manual O/D- HD
WHEELS — Four or Six	6.0K 8-Hole	6.0K 8-Hole	6.0K 8-Hole	6.0K 8-Hole

- (1) Standard with SuperCab and Crew Cab only.
- (2) 38 Gal. (144L) Capacity with 137"/161" WB Chassis Cab Models (19.0 Gal. Front & 19.0 Gal. Rear).
- (3) 8250# with 137"/161" WB Chassis Cab Models.
- (4) 9L Engine with Chassis Cab Models. 7.5L Engine with SuperCab.
- (5) 5L Engine with Chassis Cab Models.
- (6) 60 Amp. with 4.9L Engine without air conditioning. 70 Amp. with Diesel engine.
- (7) 70 Amp. with Diesel engine.
- (8) Dual 84 AH (1700 CCA) Batteries with 7.3L Diesel Engine.
- (9) 4200# SuperCab; 4200# Chassis Cab.
- (10) 7741# SuperCab; 8358# Chassis Cab.
- \* New or revised for 1992.
- Unique equipment compared with column to immediate left.

FEB.  
MAR.  
APR.  
MAY  
JUNE



JAN 06 '92 11:52

FROM

TO 4049450281

PAGE.001



CHEVROLET



OLDSMOBILE

# OUZTS CHEVROLET COMPANY

500 W. May Street

P.O. Box 609

Winder, Georgia 30680

Winder 867-3151

Athens 543-7494

Atlanta 523-2598

## FAX TRANSMITTAL SHEET

PERSON RECEIVING FAX:

Scott Payne

PERSON SENDING FAX:

Ray Wilkes

FAX -TELEPHONE #:

945-0281

IN CASE OF PROBLEM WITH THIS TRANSMISSION, PLEASE CALL:

Ray

AT THE FOLLOWING PHONE #:

See above

TOTAL # OF PAGES:

4

INCLUDING TRANSMITTAL SHEET

OUZTS CHEVROLET COMPANY

FAX # 404-867-6008

FEB.

MAR

APR.

MAY

JUNE



JAN 06 '92 11:52

FROM

TO 4049450281

PAGE.002



# OUZTS CHEVROLET COMPANY

CHEVROLET



OLDSMOBILE

500 W. May Street  
Winder 867-3161

P.O. Box 609  
Athens 543-7494

Winder, Georgia 30680  
Atlanta 523-2598

FEB.  
MAR  
APR.  
MAY  
JUNE

We are pleased to bid \$14,815.00 on the attached truck and spec. Our terms are net on delivery. Thanks.

Ray Wilkes  
Sales Dept.

14,815

365 Space Tire & West Coast mirrors

15,180

\$ 15,180 Drive Out

JAN 06 '92 11:53

FROM

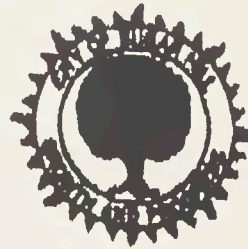
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PAGE.003

# CITY OF SUGAR HILL

## COMMUNITY OF PRIDE

4988 WEST BROAD ST. SUGAR HILL, GEORGIA 30088  
(404) 945-8718



1/2/92

Chevrolet Dealerships

To Whom It May Concerns;

The City of Sugar Hill will be purchasing a new Utility truck in the near future. The following is a list of features we will be needing:

- 1) 1992 Chevy C-30 Short bed
- 2) 350 Engine
- 3) 5 Speed transmission
- 4) 11,000 GVRW
- 5) Utility Box

We will need these bids in by January 7th.

If you have any questions you may call me at 945-6718.

Sincerely,

*Scott Payne*

Scott Payne

ehw

FEB.

MAR

APR.

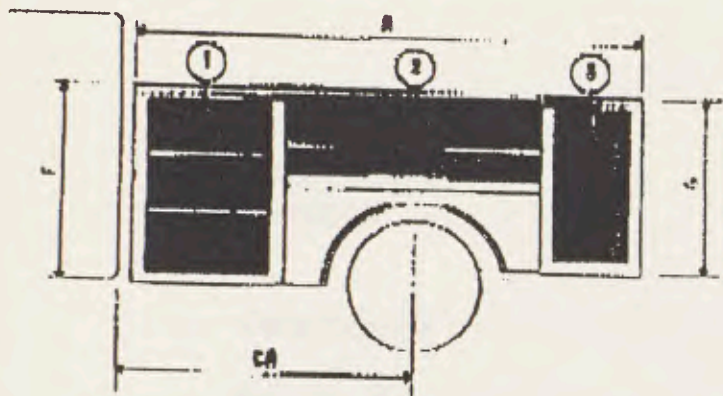
MAY

JUNE

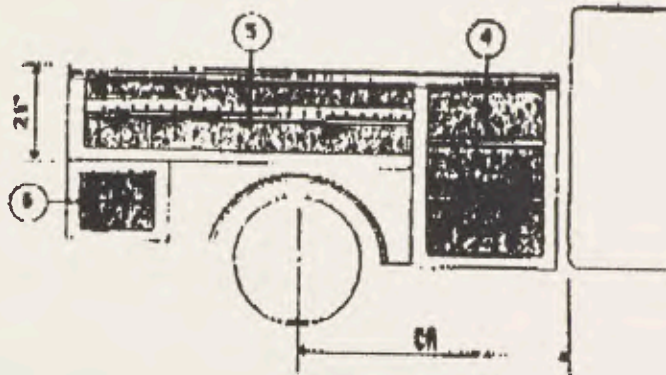




MONROE CUSTOM UTILITY BODIES, INC. • 3812 North 600 West • Greenfield, IN 46140 • 317-894-8884



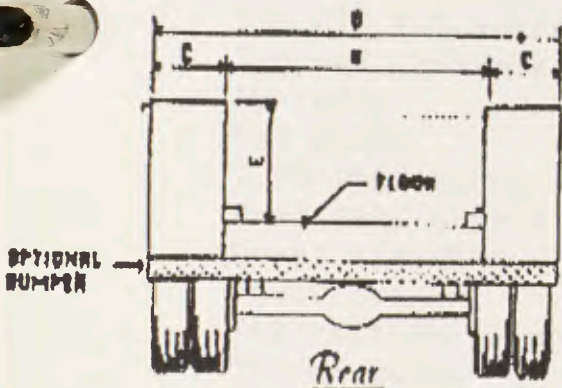
Streetside



Curbside

- "M" Series shown above ("I" Series available)
- ① 32" wide; (2) adjustable shelves
  - ② 54" wide (M) or 76" wide (I); (1) flat shelf-centered
  - ③ 22" wide; no shelving

- "I" Series shown above ("M" Series available)
- ④ 32" wide; (2) adjustable shelves
  - ⑤ 54" wide (M) or 76" wide (I); (1) divider tray-centered
  - ⑥ 22" wide; no shelving



Rear

Model 108 for 1 ton chassis

\*Low silhouette (LS) is 6" lower

MODEL	Rear Wheels	CA	A	B	C	D**	E	F*	G*	Approx. Wt. lbs.
108 (M or I)	SINGLE	60"	108"	48 1/2"	14 1/2"	77 1/2"	26"	42 1/2"	42 1/2"	1143
108 (M or I) C	DUAL	60"	108"	48 1/2"	20"	84 1/2"	26"	42 1/2"	42 1/2"	1199
106 (M or I) F	DUAL	60"	108"	57 1/4"	14 1/2"	86 1/2"	26"	42 1/2"	42 1/2"	1205
108 (M or I) FC	DUAL	60"	108"	53 1/4"	20"	93 1/2"	26"	45"	45"	1275

\*\*Add 2" to overall width for duals.

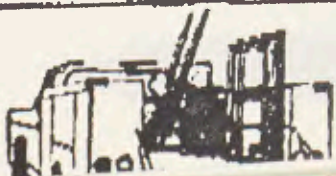
Standard Features:

BODY COMPARTMENTS, BULKHEAD and WHEEL PANELS constructed of 16 ga. galvanized. BODY COMPARTMENTS continuously welded to form a water tight enclosure. WHEEL PANELS are reinforced with double radius angle. SHELVING constructed of 16 ga. galvanized. 12 ga. treadplate FLOOR. Integral DRIP RAIL, formed into compartment top. 12" high, 12 ga. formed steel TAILGATE with stay chains and hooks for positive latching. DOOR LAMBS formed to prevent intrusion into compartments.

- DOORS are 19 ga. galvanized double panel construction with continuous, full length 5/16" diameter hinge rod formed into door edge.
- RECESSED PADDLE HANDLES are zinc plated with keyed locks.
- DOOR LATCHES have double action safety strike.
- CHAINS on horizontal doors.
- Body UNDERFRAME is made of rugged 10 ga. formed channel - pre-punched and sized for most popular chassis. MOUNTING HARDWARE is provided for the type chassis specified.
- UNDERCOATING.

Options and Accessories

- ALL ALUMINUM construction (.125) Designate (AL) in Model No. e.g. 108IM-AL.
- BUMPER - Treadplate or Grapnel.
- Alternate COMPARTMENT ACCESSORIES are available upon request, including:
  - Divider Trays
  - Hooks
  - Drawers
  - On/Off Brackets
  - Specialty Shelving
  - Thru Compartments
- 14 ga. and 12 ga. steel body construction.
- T-TOP enclosure (superstructure).
- ROLLER TOP enclosure.
- FLIP TOP compartments.
- BODY LIGHTS.
- CHAINS or SPRING LOADED HOLD-OFFS on vertical doors.
- GASKETING on doors.
- LADDER RACKS.
- SPECIAL compartment sizes and configurations available upon request.



NEW ACCESSORY!

Finally you can have the down points where you need them with...

SLIDE-N-LOCK

FEB.

MAR.

APR.

MAY

JUNE



TOTAL P. 1

# JERRY BROWN CHEVROLET, INC.

765 LEE STREET BUFORD GEORGIA 30518 • (404) 945-4951

December 27, 1991

City of Sugar Hill  
Sugar Hill,  
Georgia

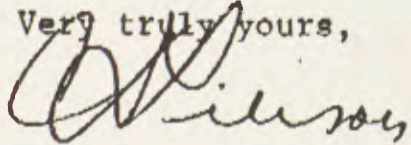
Gentlemen:

We are happy to submit our bid of \$17,185.00 for one 1992 Chevrolet truck with the following equipment:

- 60" CA
- 10,000# GVW
- West Coast mirrors
- Engine oil cooler
- 350 CID V-8 engine
- 5-speed transmission
- AM radio
- Tow hooks
- 7.50-16LT tires
- Dual rear wheels
- Power steering
- Power brakes
- Intermittent wiper
- Tinted glass
- 9' Koenig utility body

This truck is currently available, but is in another dealer's stock and subject to prior sale.

Very truly yours,



Charles Pierson

 **USA-1 IS TAKING CHARGE**

FEB.

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JUNE

U.S. Pat. Off.





# HARDY CHEVROLET



FAX TRANSMISSION COVER SHEET

TO: CITY OF SUGAR HILL  
BETH WALKER / SCOTT PAYNE

FROM: DAVID ABSHER

MESSAGE: BID ON 1992 CHEVROLET MODEL CC31003

PER YOUR SPECS. (350 ENG., 5 SPEED TRANS, 11,000 GVW, UTILITY BOX)

\$ 15,995.<sup>00</sup> DELIVERED TO SUGAR HILL  
60

PHONE NUMBER (404) 532-4389

FAX NUMBER (404) 536-3270

ATLANTA NUMBER (404) 521-0844

15995  
200 Spare Tire  
60 West Coast mirrors  
16255 Total

FEB.

MAR.

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JUNE

# QUOTATION

EQUIPMENT CONTROLS COMPANY  
 4555 BERKELEY LAKE ROAD, SOUTH  
 NORCROSS, GEORGIA 30071  
 404/441-6400

Our Quote No. EC-90545

Date 1-2-92

Terms Net 15

Prices quoted are  
 F.O.B. Norcross

Delivery 2 Weeks from  
order date.

To

Sugar Hill Gas Dept.  
 4988 W. Broad St.  
 Sugar Hill, GA 30518

Attn: Ken Crowe

We are pleased to quote as follows. Your inquiry

Quantity	Description	Price	Amount
	<p style="text-align: center;"><u>P.M.C. Equipment Company Inc.</u></p> <p>Model 208-1</p> <p>Single Pin Chart Recorder            0-100 psi            Progamable Chart 24 Hr. or 7 Day            Disposable Pen            Portable            Battery Operated Chart Drive</p>	<p>\$440.00/Ea.</p>	

Prices quoted above are current prices in effect and are subject to acceptance within 30 days from the above date, and are firm on an order resulting from this quote scheduled to ship within 60 days from date of order entry. All items quoted will be produced in strict accordance to any Government Regulation in effect including Fair Labor-Standards Act, OSHA, and Equal Employment Opportunity Executive orders. Delivery schedules are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control.

FEB.  
 MAR.  
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 MAY  
 JUNE





# ALLIED CORROSION INDUSTRIES INC.

1550 Cobb Industrial Drive, N.E. • Marietta, Georgia 30066-8611

P.O. Box 9098 • Marietta, Georgia 30065-2098

FAX NUMBER (404) 425-1354

TO: KEN CROWE - CITY OF SUGAR HILL

DATE: 12-31-91

TIME: 3:45PM

PAGES: 1 (INCLUDING COVER SHEET)

MESSAGE: PER YOUR REQUEST, WE ARE PLEASED TO QUOTE ON THE FOLLOWING:

- 1 - 4 - DICKSON PRESSURE RECORDER -----\$432.00/EACH
- MODEL PR-8
- 0-100 LBS, 24 HOUR
- SINGLE PEN
- BATTERY OPERATED
- PORTABLE

FOB SHIPPING POINT. SHIPPING ESTIMATE 4 WEEKS AFTER RECEIPT OF ORDER. PAYMENT TERMS 1% 10 DAYS, NET 30.

THANK YOU FOR THE OPPORTUNITY TO BID ON YOUR MATERIAL REQUIREMENTS, WE LOOK FORWARD TO HEARING FROM YOU SOON.

SIGNATURE

SARAH T. DUNN

FAX TRANSMITTAL OPERATOR

IF YOU HAVE ANY PROBLEMS RECEIVING ALL PAGES, PLEASE CALL THE FAX TRANSMITTAL OPERATOR AT (404) 425-1355.

FEB.

MAR

APR.

MAY

JUNE



Control Southern Inc.

Quotation

P.O. Box 1248  
Norcross, GA 30091  
Phone 404/449-3382  
Fax 404/441-1429

Quote Date \_\_\_\_\_ F.O.B. \_\_\_\_\_ Terms \_\_\_\_\_ Quotation Number \_\_\_\_\_

1/9/92 NORCROSS, GA. NET 30 DAYS  
Quoted To MR. KEN CROWE Reference  
CITY OF SUGAR HILL YOUR REQUEST FOR QUOTATION  
4988 WEST BROAD ST. CLIP MOCK PRESSURE RECORDER

SUGAR HILL, GA 30518

ITEM	QUANTITY	DESCRIPTION	NET EACH	TOTAL	DELIVERY
------	----------	-------------	----------	-------	----------

WE ARE PLEASED TO OFFER THIS PROPOSAL FOR YOUR CONSIDERATION :

1	1	CLIP MOCK SINGLE PEN 8" PRESSURE RECORDER, 0-100 PSI RANGE, CMC MS2431 PROGRAMMABLE CHART DRIVE, BATTERY OPERATED QUARTZ, DISPOSABLE PEN, FURNISHED WITH FEET AND CARRY HANDLE (PORTABLE), 1/4" NPT BACK PRESSURE CONNECTION, CHART DRIVE HUB AND PEN LIFTER	\$480.00	4 WEEK ARO
---	---	--	----------	------------

ATTACHED TO UNIT.

We are pleased to offer our quotation. All specifications should be reviewed to verify our understanding of your requirements. The prices quoted are firm only if the order can be placed into the manufacturing cycle within 30 days from the date of this quotation and can be shipped when ready without customer restrictions.

All orders placed by you, and any shipments made as a result of such order, shall be subject to the terms and conditions above and per each manufacturer hereof, notwithstanding any inconsistent or additional terms that may be embodied in your purchase order.

PLEASE ISSUE YOUR ORDER TO

CONTROL SOUTHERN INC  
 \_\_\_\_\_  
 BY CARL VORSTLIN

FEB.  
MAR  
APR.  
MAY  
JUNE



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

P. 01

PRICE QUOTATION

JOB NAME AND LOCATION

TO: C.O. Sugar Hill GAS  
FAX #945-0281  
 ATTN: DANNY Hughes

DATE 1-08-92 QUOTATION NUMBER  
 PROPOSED SHIPPING DATE TERMS NET 30  
 SALESMAN METHOD OF SHIPMENT BEST WAY  
 FREIGHT ALLOWED  YES  NO

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
12		24-36 C.I. UUV. Box w/ GAS LID	29.50	354.00
30		3/4" H-11175 B MTR. STOP	12.30	369.00
50		1/2" CTS PermaSeat C-PLG.	5.35	267.50
TOTAL				<u>\$990.50</u>

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

FEB.

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M E M O R A N D U M

TO: Mayor & Council  
FROM: Scott Payne, Water Supervisor  
DATE: January 9, 1992  
RE: Supplies

---

Below is a list of supplies needed to install water services.

- 1) 2 - 500 ft rolls of 3/4" plastic water line
- 2) 20 - 3/4" x 8" Tapping Saddles
- 3) 6 - 1" X 3/4" Y's and 6 - 3/4" X 3/4" Y's
- 4) 5 - Meter Boxes

Gwinnett Utilities

1) \$270.00 for 2 Rolls  
2) \$314.00 - \$15.70 @  
3) \$107.40 - \$8.95 @  
4) \$287.50 - \$11.50 @  
\$978.90

Utilities Supply

\$320.00 for 2 Rolls  
\$447.00 - \$22.35 @  
\$168.00 - \$14.00 @  
\$282.50 - \$11.30 @  
\$1217.50

O & R Utilities

\$310.00 per 2 Rolls  
\$368.00 - \$18.40 @  
NO LISTING  
\$375.00 - \$15.00 @  
\$1053.00

The Water Department will also need a brake booster for Truck #216. The price quoted from Wade Ford was \$118.00. The price quoted from B & B Auto Parts was \$104.50. I contacted Mr. Fred Addington of Addington Automotive in Sugar Hill for the labor cost of installing the new booster and was quoted a figure of \$36.00.





City of Sugar Hill  
 Attention: Kathy Williamson  
 City Manager  
 4988 West Broad Street  
 Sugar Hill, Ga 30518

P.O. Box 1657  
 Snellville, Georgia 30278  
 (404) 339-0049

**Preventive Maintenance Agreement**

Equipment Qty	Equipment Description	Place of Svc.	Per Unit Price	Extended Price
1	Uniden Base Station	Customer	\$ 10.00	\$ 10.00
1	Uniden Portable w/Charger	Service Ctr	8.00	8.00
1	Remote Desk Set	Customer	3.00	3.00
14	Uniden Mobile Units	Customer/Svc Center	7.00	98.00

\*\*\*PRICES QUOTED TO REMAIN THE SAME FOR MINIMUM 24 MONTHS FROM DATE OF ACCEPTANCE.  
**Effective Date of Agreement:** \_\_\_\_\_ **Monthly Cost:** \$ 119.00

**Service Specifications:**

- \* Service calls made to 339-0049.
- \* Service hours 8:00 A.M. to 5:00. P.M. - Monday Thru Friday.
- \* Free Portable\Pager pickup & delivery.
- \* Service to include Parts, Labor, Travel mileage and Technical assistance to maintain listed equipment under normal use.
- \* Excluded are repairs due to fire, theft, physical abuse, negligence, acts of God, lightning, water damage, customer mis-use, antennas and batteries.
- \* This agreement includes annual preventive maintenance checks.
- \* Equipment can be added and\or deleted at the same per unit rate as given above upon thirty days written notice from either party.
- \* This agreement can be cancelled by either party upon receipt of thirty day written notice.
- \* Customer agrees to pay the stated monthly agreement amount within thirty days of receipt of invoice.
- \* Automatic renewal- This agreement and stated prices are to remain firm for a minimum of twelve months from date maintenance begins. Contract to remain in effect for successive thirty day periods at same stated per unit rates.

MOBILE REMOVALS-\$25.00 each  
 MOBILE INSTALLS-\$65.00 each

Ralph Williamson, Jr.  
 Alpha Communications Inc.

\_\_\_\_\_  
 CITY OF SUGAR HILL  
 Customer

1/9/92  
 Date

\_\_\_\_\_  
 Date

FEB.

MAR.

APR.

MAY

JUNE



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

**INVOICE**

**INVOICE TO:**

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

INVOICE NO. 22578  
INVOICE DATE 01/02/92  
CUSTOMER NO. 3-07927-742-000

**SHIP TO:**

N/A

**PLEASE REMIT TO:**

SYSCON Corporation  
1000 Thomas Jefferson St., N.W.  
Washington, DC 20007  
Attn: Adrene Blackwell, Accounting

<b>CUSTOMER ORDER NO.</b> See Below	<b>SHIPPED VIA</b> N/A	<b>SHIP DATE</b> N/A	<b>TERMS</b> Net 30
--	---------------------------	-------------------------	------------------------

EM	QUAN-TITY	DESCRIPTION	UNIT PRICE	AMOUNT
1		Agreements Effective 1/ 1/90 Annual VersaTerm & ChargerLink Maintenance Charge - 1/ 1/92 through 12/31/92		1,005.00
2		Annual RouteManager Maintenance Charge - 1/ 1/92 through 12/31/92		500.00

PLEASE SEND INVOICE COPY AND REMIT THIS AMOUNT >>>

1,505.00

Original  
Customer

Copy 1  
Customer

Copy 2  
Order File

Copy 3  
Accounting

Copy 4  
Packing List

Copy 5  
Contracts

Copy 6  
Invoice File

FEB.  
MAR.  
APR.  
MAY  
JUNE



1957 Lakeside Parkway, Suite 526  
Tucker, Georgia 30084  
(404) 938-0743

877-9550  
Tina Mabry

**PAC TEL**  
Paging  
A Pacific Telesis Company

PURCHASE PLAN

THE CITY OF SUGAR HILL

<u>Equipment Type</u>	<u>Purchase Price Per Unit</u>	<u>Quantity</u>	<u>Monthly Airtime</u>	<u>One Year Contract Discount</u>	<u>Effective Airtime</u>
Motorola Bravo Plus Vibrating Display Pager	\$135.00	7	\$7.04	\$1.00	\$6.04
Motorola Bravo Vibrating Display Pager	\$89.00	7	\$7.04	\$1.00	\$6.04

OPTIONAL SERVICES

	<u>Monthly Rate</u>
VOICE EXPRESS - VOICE MAILBOX WITH PAGER	\$5.00
PAGER SAVER - DIGITAL PAGE (NUMERIC MESSAGE) STORAGE	\$2.00
CUSTOM PROMPT - CUSTOM GREETING FOR DIGITAL PAGER	\$2.00

- \* Batteries provided free of charge.
- \* Prices include maintenance.
- \* PRP - Pager Replacement Program (loss protection) is \$18.00 annually.
- \* Prices do not include tax.

FEB.

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JUNE

1957 Lakeside Parkway, Suite 526  
Tucker, Georgia 30084  
(404) 938-0743

**PAC X TEL**  
Paging  
A Pacific Telesis Company

LEASE PLAN

THE CITY OF SUGAR HILL

<u>Equipment Type</u>	<u>Quantity</u>	<u>Unit Cost Cost Per Month</u>	<u>One Year Contract Discount</u>	<u>Effective Monthly Rate</u>
Motorola Bravo Plus Vibrating Display Pager	7	\$18.92	\$2.92	\$16.00
			<u>Two Year Contract Discount</u>	
			\$4.92	\$14.00

*less approx  
1304 for notary*

OPTIONAL SERVICES

	<u>Monthly Rate</u>
VOICE EXPRESS - VOICE MAILBOX WITH PAGER	\$5.00
PAGER SAVER - DIGITAL PAGE (NUMERIC MESSAGE) STORAGE	\$2.00
CUSTOM PROMPT - CUSTOM GREETING FOR DIGITAL PAGER	\$2.00

- \* Batteries provided free of charge.
- \* Prices include maintenance.
- \* PRP - Pager Replacement Program (loss protection) is \$18.00 annually.
- \* Prices do include tax.

FEB.  
MAR  
APR.  
MAY  
JUNE



NATIONAL PRE-ENGINEERED STEEL BUILDINGS  
3124 Clairborne Drive  
Duluth, Georgia 30136  
(404) 476-3412

January 13, 1992

Mr. Wade Queen  
Sugar Hill Golf Group  
6094 Suwanee Dam Rd.  
Sugar Hill, GA 30518

Gentlemen:

We will provide the following:

50' x 80' x 12' steel commercial building

20-20 commercial loading

Gutters & Downspouts

Galvalume roof, 20-year prorated warranty

colored walls - 26 gauge

6 - 10' x 10' steel overhead doors

2 - 3070 steel walk-in door

2" fiberglass insulation - roof & walls

4000 s.f. concrete slab - 4" thick, 3000 psi,  
12" x 16" turndown footing, 3' x 2' interior column  
piers, 2' x 2' corner column piers, 2 - #4 continuous  
rebar in footing, wire mesh, poly-vapour barrier,  
expansion joints, cure and seal.

Electrical, single phase service

2 - 8' x 80' hanging strip lighting

10 receptacles on each interior side wall

2 exit lights

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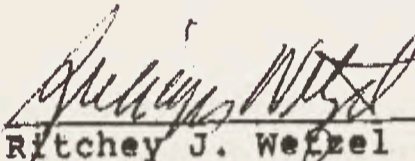
Sugar Hill Golf Group  
January 13, 1992  
Page Two

Special Price

\$34,144

Accepted by:

\_\_\_\_\_  
Sugar Hill Golf Group

  
\_\_\_\_\_  
Ritchey J. Wezzel

RJW/pg

FEB.

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APR.

MAY

JUNE



# METAL BUILDING CONSTRUCTION, INC.

3405 WILDWOOD ROAD  
SUWANEE, GEORGIA 30174  
945-2883

January 10, 1992

City of Sugar Hill Golf Course  
Sugar Hill, Georgia

Ref: Golf Cart Building

Metal Building Construction, Inc. agrees for the sum of  
\$ 36,500.00 to do the following:

## Slab:

Furnish materials and labor to install 50'-0" wide by 80'-0" long, 4" thick concrete slab with 6 mil poly for vapor barrier, 6 x 6 #10/10 welded wire mesh, footings at main columns will be 3'-0" square by 2'-0" deep. Footings at end wall columns will be 2'-0" square by 2'-0" deep. A 12" wide by 16" deep continuous grade beam will be installed around perimeter of slab, with two #4 rebars. #4 rebar hairpins will be installed around anchor bolt at main columns. 3 1/2" metal expansion joints will be installed every 20'-0" across slab and two sawed control joints down length of slab. All concrete will be 3,000 P.S.I. at the age of 28 days. After concrete has been smooth trowel finished, a sealer and curing compound will be applied to slab.

## Building and Erection:

1. Furnish one pre-engineered Cecco metal building, 50'-0" wide by 80'-0" long.
2. 10'-0" eave height.
3. One on twelve roof slope.
4. 20'-0" bay spacing.
5. Rigid frame clear span.

FEB.

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JUNE

# METAL BUILDING CONSTRUCTION, INC.

3405 WILDWOOD ROAD  
SUWANEE, GEORGIA 30174  
945-2883

## Building and Erection Cont.:

6. Roof sheets will be 26 gauge galvalume with stainless steel fasteners with 20 year guarantee.
7. Wall sheets will be 26 gauge with factory baked on paint with fasteners to match wall color.
8. Gutters, down spouts and trim will be 26 gauge with factory baked on paint.
9. (8) 3'-0 wide by 10'-0 long roof skylights with insulation trim strips.
10. (2) 3070 metal walk doors with thresholds and mortise lever handle locks.
11. (6) 10'-0 wide by 8'-0 high 24 gauge slat type overhead doors.
12. Building will be designed for 100 m.p.h. wind.

## Insulation:

Roof and walls will be covered with 2" thick fiberglass insulation with white vinyl backing.

FEB.

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JUNE



**METAL BUILDING CONSTRUCTION, INC.**

3405 WILDWOOD ROAD  
SUWANEE, GEORGIA 30174  
945-2883

Electrical:

Electrical will consist of one 100 Amp single phase panel, (16) 2 tube 8'-0 long florescent lights, (10) double plug 110 volt outlets, (2) exit signs with emergency flood lights and battery packs, (2) 175 watt mercury vapor lights with photo cell.

FEB.

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JUNE

U.S. Pat. Off.

# B. H. HUMPHREY, INC.

Building Contractor

689 Level Creek Road  
Buford, Georgia 30518  
Telephone - 945-5854

Sugar Hill Golf Course

8/21/91

Cart Building 50' x 80' Metal Building:

1. 4" concrete slab with 4 milpoly, 6 x 6 # 10 x 10 wire.mesh.
2. Footings at main columns will be 3' 0 by 2' 0 deep.
3. Footings at end wall columns will be 2'0 square by 2'0 deep.
4. A 12" wide by 16" deep footing will be around permieter of slab with two # 4 rebars!
5. A 3 $\frac{1}{2}$ " metal keykold expansion joint will be installed every 25' across slab.
6. 10' eave height.
7. One on twelve roof slope.
8. Roof sheets to be 26 gauge galvalume with stainless steel fasteners.
9. Wall sheets to be 26 gauge with factory baked on paint with fasteners to match.
10. Gutters and down spouts.
11. (4) 3'0 wide by 11'0 long roof sky light.
12. (2) 3070 solid metal walk door with keyed lock and threshold.
13. (6) 8' high by 10' wide 24 gauge overhead doors.
14. Roof and walls to be covered with 2" thick fiberglass insulation with white vinyl backing.

Sub Total \$36,600.00

## Wiring:

1. 100 amp single phase service, transformer with in 20' of panel.
2. (16) florescent lights-high output.
3. (10) receptacles.
4. (2) switches.
5. (2) exit emergency lights.

Sub Total \$ 3,388.00

Total \$39,988.00

*Ronnie Humphrey*

FEB.

MAR.

APR.

MAY

JUNE



JANUARY 10, 1992

RE: PRICE QUOTES ON PRISON BUS

JERRY VAUGHN

1. DODGE RAM - 10 SEATS  
ODOMETER - 67164  
ENGINE - 350

PRICE: \$4000.00

2. DODGE RAM - 10 SEATS  
ODOMETER - 73396  
ENGINE - 350

PRICE: \$4,000.00



67164 10 SEATS  
350 Dodge Ram \$4000.00

73396 10 SEATS  
350 Dodge Ram \$4000.00



IRRIGATION PARTS REQUESTS

IRRIGATION PARTS LIST  
TURFCARE PRODUCTS

QUANTITY	DESCRIPTION	PRICE QUOTED	TOTAL
100'	4" PVC GASKET, 200 PSI, PIPE	.98/FT	98.00
1600'	3" PVC, GASKET, 200 PSI, PIPE	.60/FT	960.00
900'	2" PVC, SOLVENT WELD, 200 PSI, PIPE	.29/FT	261.00
7	694 GEAR DRIVE ELECTRIC HEADS	141.00/EA	987.00
5	698 GEAR DRIVE ELECTRIC HEADS	153.00/EA	765.00
4	655 GEAR DRIVE ELECTRIC HEADS	93.00/EA	372.00
3 RL	12 awg SOLID COPPER WHITE WIRE	216.00/RL	648.00
3 RL	14 awg SOLID COPPER RED WIRE		
1	6 x 3 SADDLE/ TH, STEEL	30.32/EA	30.32
1	3" X 2" SADDLE/CAL. AM.	18.00/EA	18.00
<b>TOTAL</b>			<b>4,139.32</b>

FEB.

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JUNE

U.S. Pat. Off.



IRRIGATION PARTS REQUESTS

IRRIGATION PARTS LIST  
PRO TURF

QUANTITY	DESCRIPTION	PRICE QUOTED	TOTAL
50	1 1/2" LASCO SWING JOINT	10.54/EA	527.00
2	3" 90 ELL S/S	2.16/EA	4.32
1	4" TEE S/S/S	5.75/EA	5.75
11	3" TEE S/S/S	3.18/EA	34.98
1	4" X 3" REDUCER BUSHING, S/S	2.36/EA	2.36
10	3" X 1 1/2" REDUCER BUSHING, S/S	1.05/EA	10.50
4	3" X 2" REDUCER BUSHING, S/S	1.05/EA	4.20
1	4" CAP	2.42/EA	2.42
50	3M DBY SPLICE KIT (PAIR)	1.00/PR	50.00
<b>TOTAL</b>			<b>641.53</b>

IRRIGATION PARTS LIST  
SAWNEE AVE. WHOLESALE

QUANTITY	DESCRIPTION	PRICE QUOTED	TOTAL
1	6" X 2" SADDLE/ TH	22.47/EA	22.47
1	3" 45 ELL, S/S	4.40/EA	4.40
14	2" X 1 1/2" 90 ELL, S/S	1.64/EA	22.96
<b>TOTAL</b>			<b>49.83</b>

GRAND TOTAL THIS REQUEST

\$4,830.68

FEB.

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JUNE

IRRIGATION CONTINGENCIES FOR 1992  
TURFCARE PRODUCTS PRICES

QUANTITY	DESCRIPTION	PRICE	TOTAL
00'	4" PVC, GASKET, 200 PSI, PIPE	1.70	170.00
3,800'	3" PVC, GASKET, 200 PSI, PIPE	1.10	4,180.00
400'	2 1/2" PVC, GASKET, 200 PSI, PIPE	0.75	300.00
2200'	2" PVC, SOLVENT WELD, 200 PSI, PIPE	0.33	726.00
6	655 GEAR DRIVE ELECTRIC HEADS	93.00	558.00
2	654 GEAR DRIVE ELECTRIC HEADS	84.00	168.00
12	692 GEAR DRIVE ELECTIRC HEADS	150.00	1,800.00
8	694 GEAR DRIVE ELECTIRC HEADS	141.00	1,128.00
9	698 GEAR DRIVE ELECTIRC HEADS	153.00	1,377.00
43	1 1/2" LESCO SWING JOINTS/SP	14.93	642.00
1	10" X 3" SADDLE/TH	38.52	38.52
1	6" X 3" SADDLE/TH	30.32	30.32
1	6" X 2" SADDLE/TH	30.32	30.32
1	3" X 2 1/2" SADDLE/SP	18.00	18.00
2	3" MALE ADAPTER (10 COUNT)	3.43	6.86
1	2" MALE ADAPTER (25 COUNT)	0.79	0.79
7850'	#12 awg WHITE WIRE	216.00	864.00
12050'	#12 awg RED WIRE	132.00	792.00
1	3" 45 ELL SP/SP GL	5.86	5.86
14	2" X 1 1/2" 90 ELL SP/SP GL	3.18	44.52
2	3" 90 ELL	4.51	9.02
1	2" 90 ELL	1.24	1.24
1	4" TEE	9.50	9.50
27	3" TEE	6.61	178.47
6	2 1/2" TEE	5.04	30.24
30	3" X 1 1/2" REDUCER BUSHING	2.19	43.80
1	3" X 2" REDUCER BUSHING	2.19	24.09
1	4" X 3" REDUCER BUSHING	3.93	3.93
2	2 1/2" X 2" RED BUSCH	1.48	2.96
2	2 1/2" COMPRESSION COUPLING	7.50	15.00
3	3" COMPRESSION COUPLING	9.78	29.34
2	2 1/2" X 1 1/2" RED BUSCH	1.48	2.96
1	4" CAP	5.04	5.04
5	GALLON PRIMER PRICE PER QT.	4.20	84.00
2	GALLON GLUE PRICE PER QT.	5.40	43.20
50	DBY 3M	1.25	62.50
50	SACRETE		
TOTAL			13,425.48

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SAWNEE AVE WHOLESALE

QUOTE

100FT	4" PVC CL 200 GASKET PIPE	C	108	108.06	108.06
3800FT	3" PVC CL 200 GASKET PIPE	C	68	67.70	2572.60
400FT	2 1/2" PVC CL 200 GASKET PIPE	C	46	45.95	183.80
2200FT	2" PVC <del>CL 200</del> SOLVENT PIPE	C	28	27.89	613.58
43	1 1/2" LASCOSWING JOINTS	EA		12.59	541.37
1	10 X 3 SADDLE	EA		103.76	103.76
1	6 X 3 SADDLE	EA		54.52	54.52
1	6 X 2 SADDLE	EA		22.47	22.47
1	3 X 2 SADDLE	EA		19.90	19.90
2	3 PVC SCH 40 MALE ADAPT	EA		2.57	5.14
1	2 — SCH 40 MALE ADAPT	EA		.59	.59
1	3 — SCH 40 45	EA		4.40	4.40
14	2 X 1 1/2 — SCH 40 90	EA		1.64	22.96
2	3 — SCH 40 90	EA		3.38	6.76
1	2 — SCH 40 90	EA		.93	.93
1	4 — SCH 40 TEE	EA		8.99	8.99
27	3 — SCH 40 TEE	EA		5.40	145.80
6	2 1/2 — SCH 40 TEE	EA		3.78	22.68
20	3 X 1 1/2 — SCH 40 REDU BUSH	EA		1.65	33.00
11	3 X 2 — SCH 40 — —	EA		1.65	18.15
1	4 X 3 — SCH 40 — —	EA		3.68	3.68
2	2 1/2 X 2 — SCH 40 — —	EA		1.11	2.22
2	2 1/2 PVC COMPRESSION COUPL	EA		11.54	23.08
3	3 PVC COMPRESSION COUPL	EA		15.03	45.09
2	2 1/2 X 1 1/2 — SCH 40 REDU. BUSH	EA		1.11	2.22
1	4 — SCH 40 CAP	EA		3.78	3.78
5	GALLON PVC PURPLE PRIMER	PER QT		3.64	
2	GALLON PVC HD CEMENT	PER QT		5.51	
7850FT	#12 AWG STRANDED WHITE WIRE	PER 100 FT		88.00?	
12050FT	#12 AWG STRANDED RED WIRE	PER 100 FT		88.00?	





# PROFESSIONAL SUPPLY

Division of La Casca Enterprises, a Georgia Corporation

ALPHARETTA MAILING PO BOX 528 • ALPHARETTA GA 30209 • 800-777-3573  
 SHIPPING 12335 MORRIS ROAD • ALPHARETTA GA 30208 • 404-475-2736  
 KENNESAW 217 WOOD STATION DRIVE • KENNESAW GA 30144 • 404-425-3318

INVOICE DATE

12/11/91

PAGE

1

INVOICE

INVOICE NUMBER

F30213

PLEASE REFER TO THIS NO WHEN MAKING PAYMENT OR INQUIRY.

CITY OF SUGAR HILL  
 4988 W. BROAD STREET  
 SUGAR HILL, GA 30518  
 BOB BOLTZ

QUOTE

SALESMAN	SHIP VIA	CUSTOMER ACCOUNT NO.	CONTROL NO.	CUSTOMER ORDER NO.	DATE	TERMS
DG		597			12/11/91	NET DUE 5TH

STOCK NUMBER	QUANTITY SHIPPED	U/M	DESCRIPTION	SUGGESTED LIST PRICE	MULTIPLIER	EXTENSION
P4002GSK	100	EA	4" CLASS 200 GASKETED PVC PIPE	1.0300	1.00	103.00
P3002GSK	3,800	EA	3" CL200 GASKET PVC PIPE	.6387	1.00	2,427.06
	400	EA	2 1/2" CLASS 200 GASKET PVC	.4413	1.00	176.52
P2002	2,200	FT	2" PVC PIPE - CLASS 200	.2747	1.00	604.34
FA332212	43	EA	1 1/2" LASCO SWING JOINT	10.5400	1.00	453.22
F436030	20	EA	3" MA MALE ADAPTER	1.6500	1.00	33.00
F436020	25	EA	2" MA MALE ADAPTER	.3800	1.00	9.50
	7,850	EA	#12AWG WHITE WIRE	.0588	1.00	461.58
	12,060	EA	#12AWG RED WIRE	.0588	1.00	709.13
	1	EA	3" 45 ELL SP/SP GL	6.4400	1.00	6.44
	14	EA	2 X 1 1/2 90 ELL SP/SP GL	7.7500	1.00	108.50
F406030	2	EA	3" 90' ELL SS	2.1600	1.00	4.32
F406020	1	EA	2" 90' ELL SS	.6000	1.00	.60
F401040	1	EA	4" TEE SSS	5.7500	1.00	5.75
F401030	27	EA	3" TEE SSS	3.1800	1.00	85.86
F401025	6	EA	2 1/2" TEE SSS	2.4200	1.00	14.52
F437337	20	EA	3 X 1 1/2 RED BUSHING SS	1.0500	1.00	21.00
F437338	11	EA	3 X 2 REDUCER BUSHING SS	1.0500	1.00	11.55
F437422	1	EA	4 X 3 REDUCER BUSHING SS	2.3600	1.00	2.36
F437292	2	EA	2 1/2 X 2 REDUCER BUSHING SS	.7100	1.00	1.42
C11025	2	EA	2 1/2" COMPRESSION COUPLING IPS	5.6600	1.00	11.32
C11030	3	EA	3" COMPRESSION COUPLING IPS	7.3900	1.00	22.17
F437291	2	EA	2 1/2 X 1 1/2 REDUCER BUSH SS	.7100	1.00	1.42

DATE CHARGE OF UP TO 2% PER MONTH (24% ANNUAL) WILL BE CHARGED ON PAST DUE ACCOUNTS. THIS INSTRUMENT IS A CONTRACT, SUBJECT TO THE TERMS LISTED ON THE FRONT AND BACK THEREOF.

G700	5	EA	PURPLE PRIMER- QUART	4.8800	1.00	24.40
G7210	2	EA	BLUE GLUE QUART	5.8800	1.00	11.76
M3MUBY	50	EA	3M WIRE SPLICE - 2 PACK	1.0000	1.00	50.00
	1	EA	10 X 3 SADDLE 105 APAC	184.0000	1.00	184.00
	1	EA	6 X 3 SADDLE 122-745 APAC	98.0000	1.00	98.00
	1	EA	6 X 2 SADDLE 122-745 APAC	52.0000	1.00	52.00
	1	EA	3 X 2 1/2 SADDLE 122-413 APAC	41.5000	1.00	41.50
	6	EA	655 GEAR DRIVE HEAD ELEC.	109.4100	1.00	656.46
	2	EA	664 GEAR DRIVE HEAD ELEC.	98.8200	1.00	197.64
	12	EA	692 GEAR DRIVE HEAD ELEC.	176.4700	1.00	2,117.64
	8	EA	694 GEAR DRIVE HEAD ELEC.	165.8800	1.00	1,327.04
	9	EA	698 GEAR DRIVE HEAD ELEC.	180.0000	1.00	1,620.00

SUB TOTAL

11,657.44

DATE CHARGE OF UP TO 2% PER MONTH (24% ANNUAL) WILL BE CHARGED ON PAST DUE ACCOUNTS. THIS INSTRUMENT IS A CONTRACT, SUBJECT TO THE TERMS LISTED ON THE FRONT AND BACK THEREOF.

IF PAID ON OR BEFORE	01/10/92	YOU SAVE	AND PAY ONLY	11,657.44	TOTAL INVOICE AMOUNT DUE	11,657.44
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WORK SESSION  
WEDNESDAY, JANUARY 15, 1992  
7:00 P.M.

A G E N D A

A) Sewer Tap Fees

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WORK SESSION  
WEDNESDAY, JANUARY 15, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steven Bailey, Roger Everett and Jim Stanley, City Manager Kathy Williamson, Director of Finance Sandy Richards and Bill Johnson with Hensley-Schmidt.

Work Session called to order at 7:15 p.m. by Mayor Haggard.

Sewer Tap Fees

City Manager Kathy Williamson states that Council Member Stanley had made the comment that the city always uses 400 gpd for sewage when calculating figures and he felt that was high. She states that the reason she has always utilized that number is because EPD utilizes that number when they calculate sewage capacity. Mrs. Williamson states that she has talked to the City Attorney concerning sewer taps and he has told her that if the developer pays for sewer taps before constructing the homes in order to have capacity for his development, he must pay the difference in whatever the sewer tap is at the time the Certificate of Occupancy is issued on the home. Discussion held on this matter. There is a general consensus among the Council, except for Council Member Stanley, to charge \$3,000 for residential sewer taps and give the same amount of increase for commercial sewer taps. The general consensus included the fact of developers having to pay the difference in the sewer taps at the time the C.O. is issued.

Adjournment

Work Session adjourned at 9:30 p.m.

Judy L. Foster

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Gas Tap-on Fees

\$175.00 gas tap + \$50.00 gas meter = \$225.00

The gas tap fee listed above is for 100' of gas line and less. For every foot over 100', the fee is \$2.00 per foot.

Water Tap-on Fees

<u>Size Meter</u>	<u>Water Tap</u>	<u>Water Meter</u>	<u>Backflow Preventor</u>	<u>Total</u>
3/4"	\$675.00	\$ 50.00	\$25.00	\$ 750.00
1"	\$675.00	\$ 100.00	\$25.00	\$ 800.00
1 1/2"	\$675.00	\$ 950.00	\$25.00	\$ 1,650.00
2"	\$675.00	\$ 1,300.00	\$25.00	\$ 2,000.00
3"	\$675.00	\$12,030.00	\$25.00	\$12,730.00
4"	\$675.00	\$12,700.00	\$25.00	\$13,400.00
6"	\$675.00	\$20,400.00	\$25.00	\$21,100.00
8"	\$675.00	\$25,100.00	\$25.00	\$25,800.00

Sewer Tap-on Fees

<u>Size of Water Meter</u>	<u>Cost of Sewer Tap</u>
3/4"	\$ 2,000.00
1"	\$ 2,200.00
1 1/2"	\$ 3,150.00
2"	\$ 3,550.00
3"	\$13,630.00
4"	\$14,300.00
6"	\$22,500.00
8"	\$27,200.00

Non-sewer meters are available for sprinkler systems so you would not be charged for sewage which is not being used. The prices of these meters are as follows:

- \$300.00 - 3/4" Meter
- \$325.00 - 1" Meter
- \$550.00 - 1 1/2" Meter
- \$675.00 - 2" Meter

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MAYOR & COUNCIL MEETING  
MONDAY, FEBRUARY 10, 1992  
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) Meeting with Gwinnett Sanitation Inc.
- B) Update on Sewer Treatment Plant
- C) 1992 Budget Amendment
- D) Informational Sign
- E) Sewer Tap Fees

New Business

- A) Request for Change in Conditional Zoning - L. Bailey
- B) Alcoholic Beverages - Underage Sales Violations
- C) 1992 CDBG Funds - Adopt Resolution
- D) Homestead Exemptions
- E) Outer Loop
- F) Emergency Procedures Plan
- G) Miscellaneous Requests:
  - 1) Personal Computers
  - 2) Pump for Sugar Creek Liftstation
  - 3) Gas Supplies
  - 4) Water Supplies
  - 5) Squeeze-off Tool
  - 6) Radios for Vehicles
  - 7) Concrete Work at New Barn
  - 8) Tires for 211

City Manager's Report

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING  
MONDAY, FEBRUARY 10, 1992  
7:30 P.M.

M I N U T E S

In attendance: Mayor George Haggard and Councilmembers Steven Bailey, Reuben Davis, Thomas Morris, Roger Everett and Jim Stanley.

Meeting called to order at 7:30 p.m. by Mayor Haggard.

Pledge to the flag led by Mayor Haggard.

Minutes

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

Planning & Zoning Board

City Manager Kathy Williamson reads the minutes from last month's Planning & Zoning Board Meeting.

Appeals Board

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

Recreation Board

Nothing to report.

Budget & Finance

Director of Finance Sandy Richards presents the January budget results. She states that the results do not have correct amounts for each fund, however, the City is positive to budget for January. Mrs. Richards states that cash balance for the month of January was \$242,349.83, and that does not include money held in investments. Mrs. Richards states that \$70,641.33 was spent on construction of golf course and waste water treatment plant. As soon as the numbers are corrected on the computer, she will submit everyone with a copy of the correct figures.

Councilmember Bailey stated that the City Manager, the Director of Golf, the Director of Finance and himself met with representatives of Trust Company to discuss terms of proposed construction loan for the Golf Course Clubhouse and that these terms would be structured in compliance with our Charter and used exclusively for construction. Consideration of this loan was to compare loan charges as to loss of earnings (currently at 6%) on earmarked funds in reserve at Trust Company. Councilmember Bailey states that the City Manager received a call from Trust Company on Feb. 2, 1992, which was favorable to the city.

Interest rates would only be 4.9% of which is 1.1% lower than the earnings on the same amount. This instrument would be set up as a construction line of credit with the city paying interest only on that portion actually withdrawn for use. Councilmember Bailey states this would preserve earning capacity on the equal amount in reserve while contributing favorable to our overall cashflow position. Councilmember Bailey also presents spreadsheets and

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graphs depicting the projected revenues, budgeted expenditures, projected expenses, projected variances using Trust loan, Loan Option, and Reserves. Councilmember Bailey moves to authorize the Mayor to execute this loan instrument. Second to the motion by Councilmember Morris. Discussion held on this matter. Vote: 4 for, 1 opposed - Councilmember Stanley. Motion carried 4-1.

#### GEFA & SRF Loan Application

Councilmember Bailey submits memo regarding GEFA and SRF loan application (see memo). Councilmember Bailey moves to authorize the Director of Finance to withdraw the SRF application. Second to the motion by Councilmember Stanley. City Manager Kathy Williamson states that in reference to Mr. Stanley's statement of borrowing only what we need for the GEFA loan, after reviewing the figures, we have sent an amendment to EPD and to Verona Barnes at GEFA amending our loan application to reduce it by \$1,600,000.00 to offset development fees that are coming in. Mrs. Williamson states that we originally asked for 4.9 million dollars and now we are requesting 3.6 million dollars. Further discussion held on this matter. Councilmember Stanley states that you should understand the GEFA loan process and the limited amount of funds available. Councilmember Stanley states the GEFA rating system is very competitive. There are many communities competing for the loan and one criteria for even qualifying for the loan is that you have to have approved plans and specs, ready to go for bids. Mr. Stanley asks Mr. Bailey if in his discussion with EPD, did they indicate otherwise. Mrs. Williamson states that we would have their approval within 2 weeks. The plans have already been through EPD and the city received a letter on February 4, 1992 with the highest rating possible. There is a call for the vote. Vote unanimous.

#### MECA Sewer Capacity Prepayment Agreement

Councilmember Bailey submits memo regarding MECA sewer capacity Prepayment Agreement (see memo), and states that Mr. Burge had concerns that future councils would escalate the sewer fees to generate additional revenue for the City. Therefore, in order to protect the City, MECA, and other developments, Mr. Bailey recommends that the City adopt a policy in which future sewer fees shall not be less than the city's current rate as set for FY1992 and shall not exceed Gwinnett County's fees by 10%, whichever is greater, and the establishment of sewer rates will be fixed at the time of final plat approval of any development. This would provide the developer with a known rate for construction budgeting as well as provide the City with immediate revenue for all capacity set aside. Discussion held on this matter. City Manager Kathy Williamson states that we can take this information from Mr. Bailey's memo and set a policy that adheres to all developers. Therefore, we don't have to have any signed agreement with anyone and we are treating everyone equally. We will not be using gallons or anything else, only what the tap fees are. As impact fees are adopted, we will

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structure fees around those and then these people won't be affected because fees will depend upon whether or not the developers have their final plat signed. Councilmember Stanley states that this policy wouldn't do either of the two things that the city was trying to do: a) get revenue up front, and b) it doesn't provide MECA the assurances that they need. Councilmember Stanley states that if they get under way with this development down along the river, will they be assured of wastewater capacity when they need it. Further discussion was held. Councilmember Bailey moves to go forward with the contract agreement, with the exception that all references to gallons or capacity be deleted. Second to the motion by Councilmember Davis. Vote unanimous.

#### Meeting with Gwinnett Sanitation

Councilmember Morris states that the City Manager, Ken Crowe and himself met with Ed Driver and Pat O'Connor with Gwinnett Sanitation Inc. to discuss the landfill franchise agreement and the expansion of the existing landfill. Councilmember Morris states that what it comes down to is that Gwinnett Sanitation wants to incorporate all of their land into one tract and get it permitted now. The reason for this is the rising cost of permitting and getting a landfill ready to put debris in. The cost now is high but Gwinnett Sanitation suspects it will get extremely higher. Councilmember Morris states that Gwinnett Sanitation will be submitting the city with another proposal within the next few days. Councilmember Morris states that the city has discussed recycling with Gwinnett Sanitation and as of May 1, 1992, the City will start a recycling program at no cost to the city or to our residents. He feels this is very positive and that this can help the City in a lot of ways. Mr. Morris states that we are mandated to reduce the amount of solid waste we put into our landfill and recycling is one way that we can reduce solid waste. Councilmember Morris states that some of the items to be recycled are plastic, glass of three types, aluminum cans and paper. Bins will be furnished by Gwinnett Sanitation Inc.

#### Update on Sewer Treatment Plant

City Manager Kathy Williamson submits memo regarding the Sewer Treatment Plant. Mrs. Williamson states that Councilmember Bailey, Ken Crowe, Sandy Richards, City Engineer Bill Johnson and herself met with E.P.D. concerning the treatment plant and golf course project on January 30, 1992. At that time EPD gave a verbal approval to extend the water withdrawal permit from Richland Creek so we wouldn't have to purchase water from Gwinnett County. Mrs. Williamson states that we requested an 18 months extension upon Mr. Queen's recommendation. City Engineer Bill Johnson submitted the new design for the Treatment Plant and E.P.D. stated they would have the review completed within the next two weeks. Mr. Johnson feels like all deadlines will be met and they are pushing their schedule as hard as they can so the City will be able to go for the loan from the state. Mr. Johnson states that they are getting all of the sewer lines ready to bid.

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Mr. Johnson states that they are going to try and bid the Level Creek line as close to what Keck & Wood Designed as possible, but there has been some changes in construction due to the fact that subdivisions have been designed one way but built another and in order to bid this as shown on the drawing, they will have to show changes around Dogwood Lake, Emerald Lake, the upper portions of the line and also show all pipe changes so they can come up with a new bid schedule to do the project. Mr. Johnson states that the time schedule to construct the sewer line is 9 months. Mrs. Williamson has concerns about the cost of the Level Creek and Richland Creek interceptor lines and the cost of the engineering being \$168,000.00 if they are utilizing the Keck & Wood design, what is the justification. Mr. Johnson states a lot of the justification is picking up and tying in things that we have to tie in because we are changing those areas that have got to be designed and tied in, finding out where the easements are, re-walking the lines, re-doing the lines, a lot of this work was already done and you almost have to do it again. Mrs. Williamson asks if Mr. Johnson can submit this breakdown in writing. Mrs. Williamson states that Frank Meaders has a quick comment. Mr. Meaders states that as of January 17, 1992, Hensley-Schmidt, Inc., merged with Piedmont Olsen, Inc. The new company name is Piedmont Olsen Hensley, and that this change will not affect the quality of service provided to Sugar Hill. Mr. Meaders also presents a preliminary of the Zoning Map.

#### 1992 Budget Amendment

Director of Finance Sandy Richards submits memo regarding Budget Amendments. Mrs. Richards is requesting approval to amend the 1992 operating budget to include overtime wages for the General, Utilities, and Golf Course Funds. Councilmember Bailey has no objections to this and has submitted two pie charts indicating the impact on such. Councilmember Bailey moves to amend the budget to increase General, Utilities, & Golf Course Funds for reflecting increases in overtime. Second to the motion by Councilmember Morris. Discussion held on this matter. Vote unanimous.

#### Information Sign

City Manager Kathy Williamson states that Councilmember Bailey requested the final bid for the informational sign that the Betterment Committee had proposed last year and the lowest bid was \$591.81. Mrs. Williamson submits proposed signage for the Golf Course and states that the asthenics should follow with what the City is proposing. Mrs. Williamson is recommending to the council that we wait until the D.O.T. is finished with the widening of the road at the intersection of Peachtree Industrial Boulevard; therefore, we won't have to move the sign, and it will give Mr. Queen time to come up with more bids for the Golf Course sign. The sign will be constructed to have a letter board to make the announcements of the Council Meetings, Planning & Zoning Meetings and any other announcements that the Council would like to make. Councilmember Bailey moves to table this until such road construction is completed. Second to the motion by Councilmember Morris. Vote unanimous.

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Recess 9:15 p.m.

Meeting reconvened at 9:20 p.m.

Sewer Tap Fees

City Manager Kathy Williamson states that after working with Councilmember Bailey on the sewer tap fee situation and finances, she feels that Mr. Bailey has become an asset in just the short time that he has been here. Mrs. Williamson states that the city had some concerns about sewer tap fees budgeted at the beginning of the year for \$4,400 being too high. These fees were recommended by Hayes, James & Associates. The Council had a general consensus in January to lower sewer tap fees to \$3,000.00, however, Mrs. Williamson still feels this is too high for the surrounding area. Mrs. Williamson states that she and Mr. Crowe are recommending between \$2,250 - \$2,500 range because the health department has also lowered the size of footage for septic tank lots and a developer could go in and have a higher lot yield than what they originally could have. Councilmember Stanley moves that sewer taps stay the same. Motion dies for lack of second. Councilmember Morris moves to lower sewer tap fees to \$2,500.00. Second to the motion by Councilmember Davis. Vote 4 for, 1 opposed-Councilmember Stanley. Motion carried 4-1.

Request for Change in Conditional Zoning - Larry Bailey  
Allen Richardson is requesting to change the conditional zoning of 1800 sq. ft. two-story homes to 1700 sq. ft. two-story homes. Mr. Richardson states that he sold this property to Denny Construction and Mr. Denny has a number of plans for two-story homes that are in the 1700 sq. ft. range that he would like to build and without this reduction in square footage, he would be limited to build split-level and ranch homes. Mr. Richardson states this change in condition would allow a better blend of homes for this subdivision. Councilmember Morris states that Mr. Denny already has plans on his computer for homes in the 1700 sq. ft. range, therefore it's a lot cheaper for him to build 1700 sq. ft. homes instead of having plans for 1800 sq. ft. homes printed up. Paul Spaduzzi, adjacent property owner, states that he feels like Mr. Denny knew the two-story homes were to be built at 1800 sq. ft. when he contracted the property and then as an after thought he came in wanting it down sized after the city and contingent property owners already had an agreement. Mr. Spaduzzi feels that the 1800 sq. ft. homes will increase the property taxes for the City and he doesn't see a need to down size these or any other homes when there is a market for it. Mr. Spaduzzi would like to thank the Council and the City for working with them on the erosion problems that they previously had. Discussion held on this matter. Councilmember Bailey feels that the former Councilmembers were correct in approving the prior zoning contingent upon certain conditions, which was the homes square footage. However, he is afraid that if we approve the change in conditions of zoning that it will open the gate for other developers wanting to change their progress and developments as well. Councilmember Stanley moves for a

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revision to the conditions on development of this property to allow the 1,700 sq. ft. minimum on the two-story homes as requested by the developer and recommended by the Planning Commission due to the fact that this square footage is still in compliance with the city's current zoning requirements for that classification. Second to the motion by Councilmember Morris. Vote 4 for, 1 abstains -Councilmember Everett. Motion carried.

#### Alcoholic Beverages - Underage Sales Violations

City Manager Kathy Williamson states that we had two violations this past month reported to us by Gwinnett County Police which involved underage sales of alcoholic beverages at Circle K and Sugar Hill Convenience Store. Mrs. Williamson's recommendations for these offenses are as follows: First Offense being a warning, Second Offense a \$250.00 fine and License Suspended for 15 days, Third Offense a \$500.00 fine and License Suspended for 90 days, and Fourth Offense a \$1,000 fine and Permanent Revocation of License. Mrs. Lazos is present to represent Sugar Hill Convenience Store and Eddie Leon is present to represent Circle K. Discussion held on this matter. Councilmember Stanley makes the suggestion to review our ordinances and adopt policies prior to the offense in which a schedule of fines can be imposed. Mrs. Williamson states that an ordinance will be drawn up and presented at the next Mayor & Council meeting. Councilmember Stanley moves to authorize the City Manager to have the City Attorney draw up an ordinance utilizing the policy she has recommended. Second to the motion by Councilmember Bailey. Mayor Haggard reads the motion made by the Council to Mrs. Lazos and Eddie Leon. Vote unanimous.

#### 1992 CDBG Funds - Adopt a Resolution

City Manager Kathy Williamson states that this resolution is for the \$50,000.00 grant that the city obtained last year from CDBG funds for the Hillcrest Woods drainage corrections. Councilmember Stanley moves to adopt this resolution. Second to the motion by Councilmember Morris. Vote unanimous.

#### Homestead Exemptions

City Manager Kathy Williamson submits the information requested of the City Clerk. The memo states that currently we offer a \$2,000 exemption for regular homestead and an additional \$2,000 for elderly/disabled. Therefore, an elderly/disabled resident would receive a total of \$4,000 in exemptions. Mrs. Williamson also provides a chart showing the amount of exemptions offered by other cities. City Attorney Lee Thompson stated that a decision should be made on whether or not to increase exemptions and be voted on tonight in order to rush this through the legislature while they are still in session. Councilmember Stanley states that with our tight financial situation he moves to keep the exemptions as they currently are. Second to the motion by Councilmember Bailey. Vote unanimous.

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#### Outer Loop

Councilmember Morris states that after the January Council Meeting, questions were addressed to him by a resident concerning the proposed outer loop location. Contact was made to Jerry Hobbs with the D.O.T. and he stated the only change that was made in the proposed outer loop was to the Rankin Smith property down by the Chattahoochee Rive. Mr. Hobbs also stated that 90% of the right-of-way easements have been obtained for this section and construction would begin in the near future.

#### Emergency Procedure Plan

City Manager Kathy Williamson states that House Bill 241 was given to the Mayor and Council to review and it was requested by the Gwinnett Municipal Association that the Emergency Plan that Gwinnett County has adopted, also be adopted by the cities as one plan, so that we don't have to have our own. Mrs. Williamson is recommending to the Mayor and Council to do so, and we need to let the county know our intentions. Councilmember Stanley moves to notify the County that the City is willing to participate in their Emergency Plan with the understanding that Sugar Hill doesn't have to bare any of the expenses involved. Second to the motion by Councilmember Bailey. Vote unanimous.

#### Personal Computers

Director of Finance Sandy Richards is requesting the approval to purchase 2 personal computers that are compatible with the new chips to run all our word processing and LOTUS files as well have access to the new system. Mrs. Richards states that she obtained quotes for two 368-SX 16 Mhz 40 Mb systems with monochrome monitors and the lowest bid was from Deltronics, Inc. They also have a two year warranty on the computers. Councilmember Bailey moves to allow Mrs. Richards to purchase the two computers from Deltronics Inc. Second to the motion by Councilmember Morris. Vote unanimous.

#### Pump for Sugar Creek Liftstation

Ken Crowe, Director of Utilities & Development, is requesting a Flyght Pump, Model #3140.180, to replace the burned out pump at the Sugar Creek Liftstation. Mr. Crowe states that this pump would match and would be the same cost as the remaining pump that was purchased in May 1991. Mr. Crowe states the cost of this pump is \$4,850. City Manager Kathy Williamson states that this was not budgeted for because this liftstation is only 4 years old and it will be deleted when the interceptor line goes through. Mrs. Williamson states that most liftstations have back-up pumps, however, this liftstation does not. Councilmember Stanley moves to allow Mr. Crowe to purchase the Flyght Pump for \$4,850. Second to the motion by Councilmember Morris. Vote unanimous.

#### Gas Supplies

Ken Crowe, Director of Utilities & Development, is requesting to purchase gas supplies for \$2,777.60, plus 2,000 ft. of 2" pipe at \$.53 ft. for an additional \$1,060.00. These materials are budgeted expenses used for operating the utility department. Councilmember Stanley moves to allow Mr. Crowe to purchase the utilities supplies as requested. Second to the motion by Councilmember Morris. Vote unanimous.

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Water Supplies

Ken Crowe, Director of Utilities & Development, is requesting to purchase water supplies in the amount of \$2,664.00 from Gwinnett Utilities who was the low bidder. A 6" meter for the Golf Course is needed also and the low bid for that is \$1,509.13 from O & R Utilities. Mr. Crowe is asking that we delete the meter boxes from Gwinnett Utilities and purchase 69 meter boxes along with a Fisher Metal Detector for \$700.00 from the City of Duluth. This breaks down to \$250.00 for the Metal Detector and \$450.00 for the meter boxes or more specifically \$6.52 for each meter box verses Gwinnett Utilities \$10.25 for each meter box. Councilmember Stanley moves to allow Mr. Crowe to purchase the water supplies at Gwinnett Utilities for \$2,920.00 less the \$256.00 for the 25 meter boxes, which brings the total for Gwinnett Utilities to \$2,664.00, and the 6 inch meter at O & R Utilities for \$1,509.13, plus the \$700.00 to be paid to the City of Duluth for the Fisher Metal Detector, and the 69 meter boxes. Total approved is \$4,872.13 Second to the motion by Councilmember Bailey. Vote unanimous.

Squeeze Off Tools

Ken Crowe, Director of Utilities & Development, is requesting to purchase two squeeze off tools for \$2,025.00 each and two grounding kits for \$60.00 each. Mr. Crowe states that the purpose of these tools is to squeeze off the plastic pipe to stop the flow of gas through it and he feels these squeeze off tools are necessary for the safety of the employees. Councilmember Stanley questions the need for two of these tools and whether or not this has been budgeted for. City Manager Kathy Williamson states that this is not a budgeted item, but the money is nothing compared to the amount of liability that the city will be saving and this was the reason it was requested to the council that this money be spent. Further discussion was held. Councilmember Bailey moves to purchase two squeeze off tools, along with the two grounding kits, for a total of \$4,170.00. Second to the motion by Councilmember Stanley. Vote unanimous.

Radios for Vehicles

Ken Crowe, Director of Utilities & Development, is requesting to purchase three radios and antennas for two trucks and a car from AAA Communications, the low bidder, for \$2,205.00, along with 2 amber blinking lights which run about \$150.00 each. Councilmember Stanley asks if these items were budgeted for. City Manager Kathy Williamson states that the radios were budgeted for but the lights were not. Councilmember Bailey moves to allow the purchase of the three radios along with the blinking lights, for a total of \$2,505. Second to the motion by Councilmember Morris. Vote unanimous.

Concrete Work at New Barn

City Manager Kathy Williamson states that we are ready to install the concrete in front of the new barn and this has been budgeted for. Mrs. Williamson states that concrete is required because when the trucks and trailers are turning in, this would cause the pavement to crack and break. Chief Building Inspector Steve Kennedy has obtained the bids on concrete and labor. Thomas Concrete has the lowest bid being 2,762.50 for the concrete and the low bid for labor is from Steve Thornton at \$2,000.00.

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This will also include a concrete driveway that we cut into for utilities, so we can combine this into one job. Councilmember Everett moves to allow Thomas Concrete to provide the concrete and Steve Thornton to finish the work. Second to the motion by Councilmember Morris. Vote unanimous.

Tires for 211 Truck

Chief Building Inspector Steve Kennedy is requesting to purchase 4, LT 235/85, R16, 10 ply Firestone tires from Bagwell & Mathis Tire for \$88.00 each, for a total of \$352.00. Councilmember Stanley moves to allow Mr. Kennedy to purchase the tires for 211. Second to the motion by Councilmember Morris. Vote unanimous.

Councilmember Bailey

Councilmember Bailey states that most of our requests are already budgeted items and feels it is unnecessary for them to come back to the Mayor & Council for approval. Councilmember Bailey moves to automatically approve all expenditures that are currently budgeted for and any emergency request up to \$500.00, without the approval of the Mayor & Council, prior to the purchase. Councilmember Morris agrees but with the exception that since Mr. Bailey is the Liaison to the Finance Department, he feels that Councilmember Bailey should give his approval. Councilmember Bailey moves to amend his motion to read that the City Manager may have the authority to spend up to \$1,000.00 on budgeted items and \$500.00 on emergency items, however, all such purchases must be cleared through the Director of Finance and all unbudgeted items must come to the Mayor & Council for approval. Second to the motion by Councilmember Morris. Vote unanimous.

Councilmember Stanley

Councilmember Stanley states that he has been appointed to the Transportation and Environment Committee of GMA as an advisory member by the president of that Association. Mr. Stanley would also like to thank the council for his appointment with the Gwinnett County Planning & Zoning Commission.

Councilmember Everett

Councilmember Everett would like to thank the Mayor & Council for the flowers sent to his wife during her recent hospitalization.

Citizens Reports

Mrs. Stanley states that her son is going to have his Eagle Ceremony on March 7, 1992, and since he did his project down at the park, she would like for the Mayor & Council to attend. She will be sending out invitations. Mrs. Queen states that she would like an invitation since she helped Mrs. Stanley's son with this project.

Meeting recessed for personnel meeting 10:35 p.m.

Meeting reconvened at 11:00 p.m.

Adjournment

Councilmember Morris moves to adjourn the Council Meeting. Second to the motion by Councilmember Everett. Vote unanimous.

Meeting adjourned at 11:00 p.m.

*Kimberly B. Sanders*

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(1)

# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



## MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: FEBRUARY 10, 1992

RE: JANUARY BUDGET RESULTS

### OPERATION:

The following is the results from January operation. These figures are expressed as variances and represent net income (loss) in each fund:

General	\$ 5,214.43
Sanitation	( 269.78)
Gas	68,493.74
Water	(6,407.65)
Sewer	18,410.40
Golf Course	<u>(41,747.41)</u>
TOTAL VARIANCE	\$ 36,007.24

### CASH BALANCE:

At the end of January the city had total cash in operating accounts of \$242,349.83. This does not include money held in investments.

### CONSTRUCTION:

During January, the city spent \$70,641.33 for construction on the golf course and waste water treatment facility.

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(2)

# CITY OF SUGAR HILL

COMMUNITY OF PRIDE



M E M O R A N D U M

To: Mayor & Council  
From: Councilmember Steven Bailey  
Date: February 10, 1992  
Re: Trust Company

On Jan. 30th, the City Manager, Directors of Golf and Finance, and myself met with representatives of Trust Company Bank to discuss terms of a proposed construction loan for the Golf Clubhouse. It was noted that the terms would be structured in compliance with our Charter and be used exclusively for construction. Consideration of this loan was to compare loan charges as to loss of earnings (currently at 6%) on earmarked funds in reserve at the Trust Company Bank.

On Feb. 2nd, the City Manager received a response from Trust Company that would be favorable to the city. This interest rate is only 4.9% of which is 1.1% LOWER than the earnings on the same amount. This instrument would be set-up as a construction line of credit, with the city paying interest only on that portion actually withdrawn for use. This would preserve our earning capacity on the equal amount in reserve while contributing favorably to our overall cashflow position.

Attached to this report are four (4) spreadsheets and four (4) graphs depicting the following:

- A) Report CASHFLW1.....Projected Revenues for FY 1992
- B) Bar Graph.....Projected Revenues
- C) Report CASHFLW2.....Projected Budgeted Expenditures
- D) Bar Graph.....Projected Expenses
- E) Report CASHFLW3.....Projected Variances Using Trust Loan
- F) Bar Graph.....Projected Variances Using Loan Option (#1)
- G) Report CASHFLW4.....Projected Variances Using Reserves
- H) Bar Graph.....Projected Variances Using Reserves (#2)

Therefore, I recommend a resolution from the council to direct the Mayor to execute this loan instrument.

Steven C. Bailey

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**Trust Company Bank**

Charles O. Summerour  
Vice President  
Gwinnett Division

February 6, 1992

City of Sugar Hill  
Sugar Hill, GA

Ladies and Gentlemen:

I am pleased to advise you that Trust Company Bank has committed to a credit facility in the amount of \$350,000 upon terms generally outlined below.

**AMOUNT:**

\$350,000

**BORROWER:**

City of Sugar Hill

**RATE:**

Four and nine-tenths percent (4.90%) per annum.

**MATURITY AND AMORTIZATION:**

All principal and interest shall be due and payable not later than December 31, 1992. Prepayment of principal and interest is permitted with no prepayment penalty. A definite repayment schedule may be arranged as requested. Repayment shall be from the general fund of the borrower.

**USE OF LOAN PROCEEDS:**

Proceeds will be advanced from time to time as requested by the borrower and shall be used for the construction of a clubhouse facility at the Sugar Hill Municipal Golf Course.

**COLLATERAL:** None

The borrower shall pay the banks legal costs of not more than \$500.00.

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City of Sugar Hill  
February 6, 1992  
Page 2

COVENANTS:

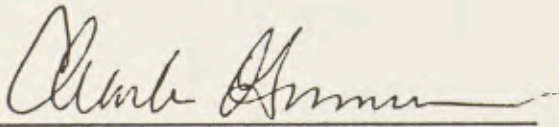
- 1) The borrower shall provide a legal opinion to the bank that this debt is a valid general obligation of the City of Sugar Hill and that interest on this debt is excludable from your income for Federal tax purposes.
- 2) The borrower shall provide a resolution authorizing the creation of this debt and further authorizing that a person(s) designated shall be authorized to execute such documents on behalf of the City of Sugar Hill as shall be required by Trust Company Bank.
- 3) The borrower agrees to provide the bank with its audited year-end financial statement when it is completed.

This commitment is subject to completion of documentation satisfactory to the bank and satisfaction of then applicable conditions to closing. This commitment expires February 21, 1992, unless accepted below and a copy returned to us by that date.

This letter is for your benefit only and should not be relied upon by any other entity.

Yours very truly,

TRUST COMPANY BANK

By:   
Charles O. Summerour  
Vice President

dpc

Acknowledged and accepted this \_\_\_\_\_ day of February, 1992.

CITY OF SUGAR HILL

By: \_\_\_\_\_

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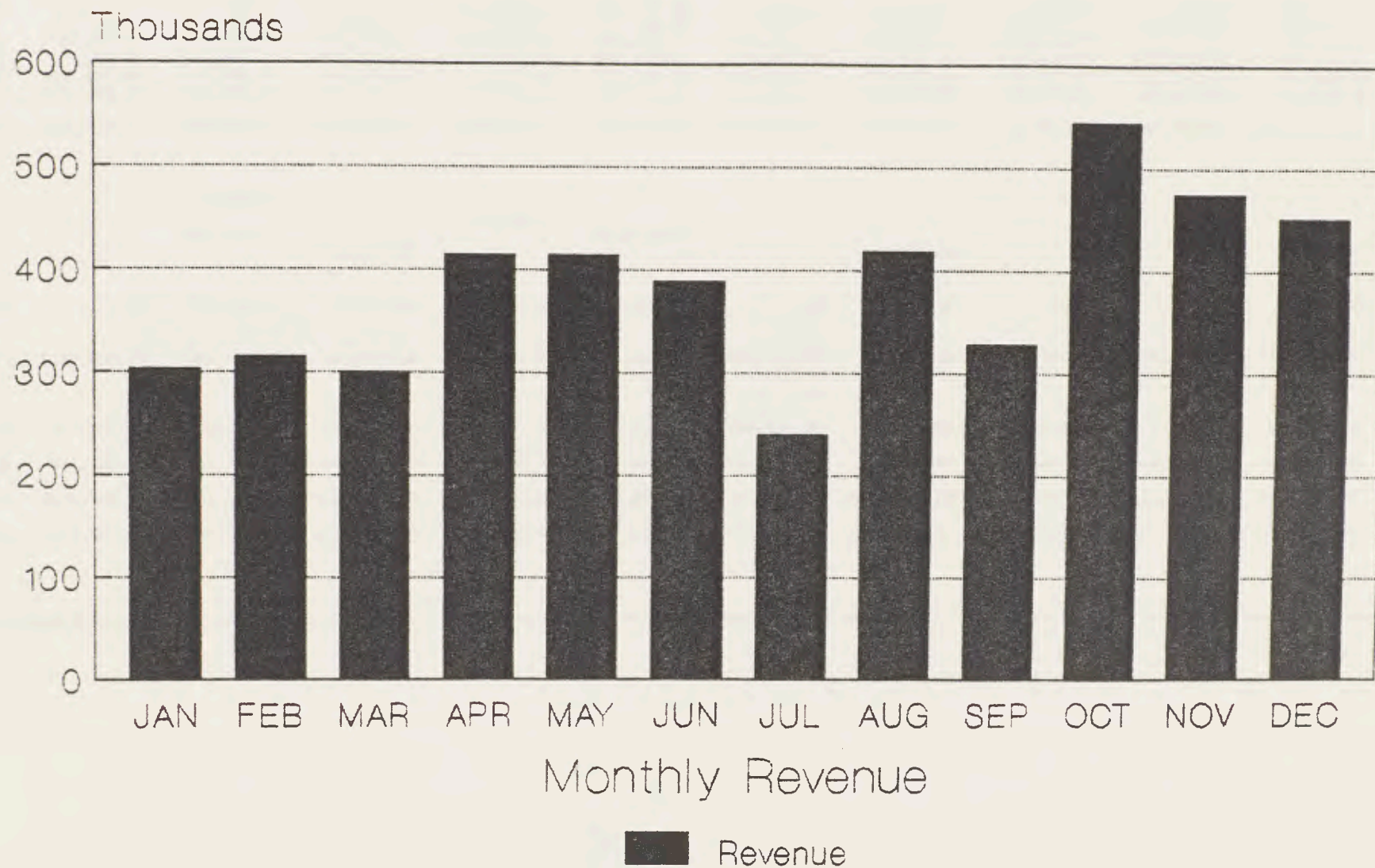
JUNE



City of Sugar Hill  
Cash Flow Analysis Report -Projected Revenues

1992 FY Revenues	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
*****													
I. Non-Seasonal													
A. General	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$242,400.00
B. Sanitation	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$220,800.00
C. Gas	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$37,200.00
D. Water	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$92,400.00
E. Street & Bridge	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$8,400.00
F. Sewer	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$14,400.00
I. Sub-totals:	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$615,600.00
II. Seasonal													
A. General:													
Property Tax				\$50.00	\$50.00	\$50.00			\$50.00		\$126,000.00	\$126,000.00	\$252,200.00
Ca. Pwr Fee			\$100,000.00										\$100,000.00
So. Bell Fee								\$18,000.00					\$18,000.00
NE Cable Fee		\$11,000.00											\$11,000.00
Insur Fee									\$70,000.00				\$70,000.00
A. Sub-total:	\$0.00	\$11,000.00	\$100,000.00	\$50.00	\$50.00	\$50.00	\$0.00	\$18,000.00	\$50.00	\$70,000.00	\$126,000.00	\$126,000.00	\$451,200.00
B. Gas Fund:													
Gas Sales	\$198,000.00	\$198,000.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$198,000.00	\$198,000.00	\$198,000.00	\$1,650,100.00
C. Water Fund:													
Water Sales	\$40,610.00	\$40,160.00	\$40,610.00	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$40,610.00	\$40,610.00	\$40,610.00	\$40,610.00	\$631,270.00
D. Street & Bridge:													
County Tax										\$70,000.00			\$70,000.00
E. Sewer Fund:													
Sewer Sales	\$14,520.00	\$14,520.00	\$14,520.00	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$225,840.00
Sewer Taps				\$175,000.00	\$175,000.00	\$150,000.00							\$500,000.00
E. Sub-total:	\$14,520.00	\$14,520.00	\$14,520.00	\$199,840.00	\$199,840.00	\$174,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$725,840.00
F. Golf Course:								\$161,500.00	\$127,900.00	\$101,200.00	\$45,220.00	\$20,720.00	\$456,540.00
II. Sub-total:	\$253,130.00	\$263,680.00	\$249,430.00	\$363,680.00	\$363,680.00	\$338,680.00	\$188,630.00	\$368,130.00	\$277,380.00	\$494,330.00	\$424,350.00	\$399,850.00	\$3,984,950.00
TOTAL REVENUE:	\$304,430.00	\$314,980.00	\$300,730.00	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$4,600,550.00
*****													

# Projected Revenues FY 1992 City of Sugar Hill



Dollars

JUNE

MAY

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City of Sugar Hill  
Cash Flow Analysis Report - Budgeted Expenditures

1992 FY Expenses	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
<b>I. Non-Seasonal</b>													
A. General	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$511,200.00
B. Sanitation	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$207,600.00
C. Gas	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$307,200.00
D. Water	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$369,600.00
E. Street & Bridge	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$187,200.00
F. Sewer	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$600,000.00
<b>I. Sub-totals:</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$2,182,800.00</b>
<b>II. Seasonal</b>													
A. General:													
Audit/Acctg			\$8,700.00										\$8,700.00
Festival					\$1,500.00								\$1,500.00
Prop & Liab Ins			\$25,000.00			\$20,000.00							\$45,000.00
Workers Comp	\$6,000.00			\$6,000.00				\$6,000.00				\$6,000.00	\$24,000.00
<b>A. Sub-total:</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$33,700.00</b>	<b>\$6,000.00</b>	<b>\$1,500.00</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$79,200.00</b>
B. Gas Fund:													
Gas Cost	\$118,500.00	\$118,500.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$118,500.00	\$118,500.00	\$118,500.00	\$987,300.00
C. Water Fund:													
Water Cost	\$19,400.00	\$19,400.00	\$19,400.00	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$19,400.00	\$19,400.00	\$19,400.00	\$19,400.00	\$301,750.00
D. Golf Course:	\$42,352.00	\$41,752.00	\$41,752.00	\$42,437.00	\$48,325.00	\$75,809.00	\$80,136.00	\$81,857.00	\$65,660.00	\$64,248.00	\$62,623.00	\$60,293.00	\$707,244.00
<b>II. Sub-total:</b>	<b>\$186,252.00</b>	<b>\$179,652.00</b>	<b>\$151,252.00</b>	<b>\$138,027.00</b>	<b>\$139,415.00</b>	<b>\$185,399.00</b>	<b>\$169,726.00</b>	<b>\$177,447.00</b>	<b>\$141,460.00</b>	<b>\$202,148.00</b>	<b>\$200,523.00</b>	<b>\$204,193.00</b>	<b>\$2,075,494.00</b>
<b>TOTAL EXPENSES:</b>	<b>\$368,152.00</b>	<b>\$361,552.00</b>	<b>\$333,152.00</b>	<b>\$319,927.00</b>	<b>\$321,315.00</b>	<b>\$367,299.00</b>	<b>\$351,626.00</b>	<b>\$359,347.00</b>	<b>\$323,360.00</b>	<b>\$384,048.00</b>	<b>\$382,423.00</b>	<b>\$386,093.00</b>	<b>\$4,258,294.00</b>

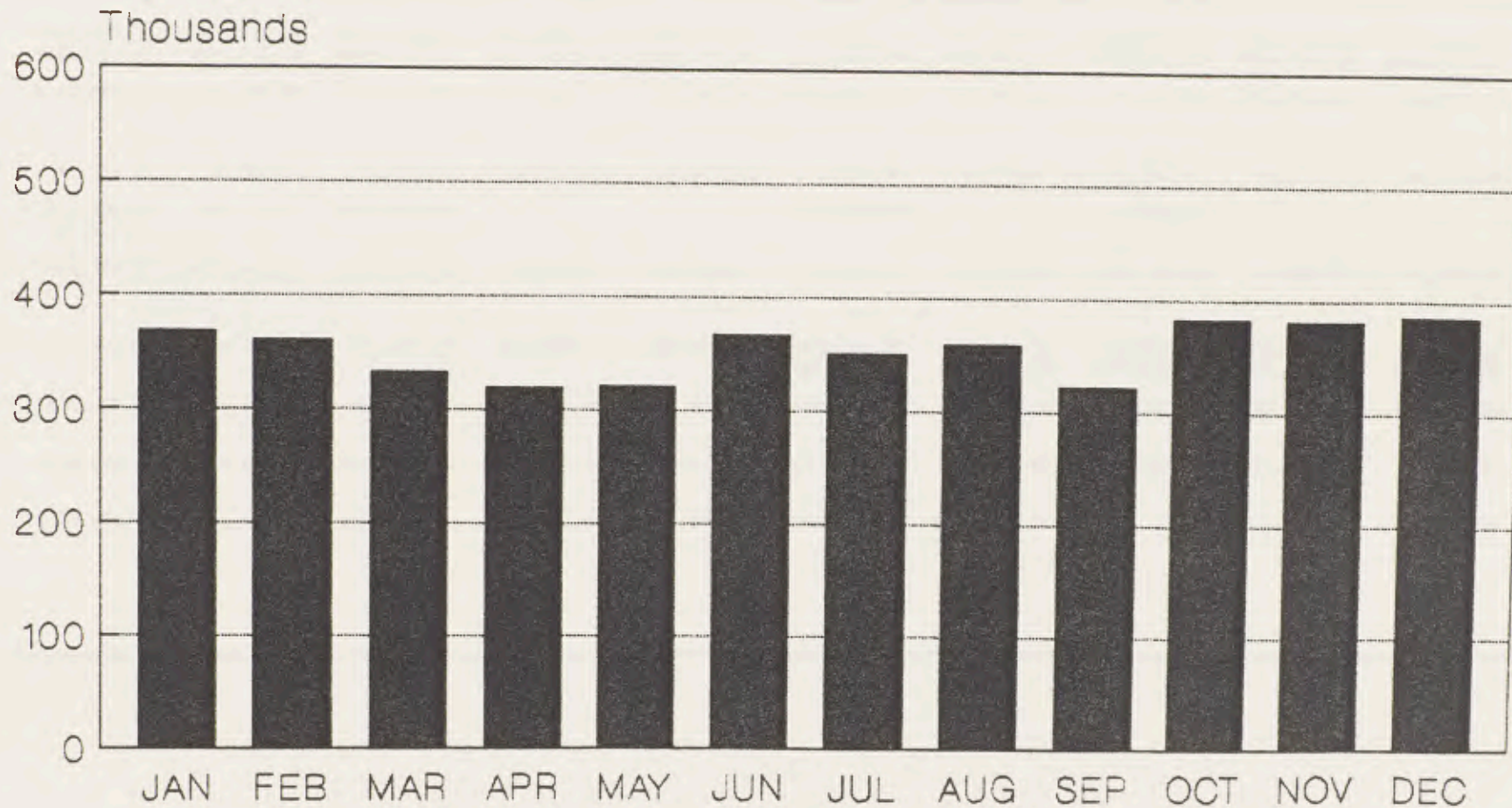
JUNE

MAY

APR.

MAR

# Budgeted Expenditures FY 1992 City of Sugar Hill



Monthly Expenses

■ Expenditures

Dollars

JUNE

MAY

APR.

MAR



Report CASHFLW3

City of Sugar Hill  
Cash Flow Analysis Report - Projected Variance of Budgeted & Proposed Actions

2/ 9/1992

1992 FY Variances	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
OPERATIONS:													
Proj. Revenues:	\$304,430.00	\$314,980.00	\$300,730.00	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$4,600,550.00
Proj. Expenses:	\$368,152.00	\$361,552.00	\$333,152.00	\$319,927.00	\$321,315.00	\$367,299.00	\$351,626.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,258,294.00
Sub-Variance:	\$-63,722.00	\$-46,572.00	\$-32,422.00	\$95,053.00	\$93,665.00	\$22,681.00	\$-111,696.00	\$60,083.00	\$5,320.00	\$161,582.00	\$93,227.00	\$65,057.00	\$342,256.00
NON-BUDGETARY:													
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
'74 Bond Principle:												\$10,000.00	\$10,000.00
Golf Construction:	\$55,000.00	\$15,000.00	\$104,321.00	\$140,940.00			\$52,000.00		\$17,000.00				\$384,261.00
Vehicle Purchase:	\$16,000.00	\$1,000.00											\$17,000.00
Non-Budget Subtotal:	\$79,300.00	\$24,300.00	\$112,621.00	\$149,240.00	\$8,300.00	\$8,300.00	\$60,300.00	\$8,300.00	\$25,300.00	\$8,300.00	\$6,300.00	\$18,300.00	\$510,861.00
PROPOSED ACTIONS:													
GEFA Loan:	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$300,000.00
Trust Co Loan:							\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$360,000.00
Proposed Subtotal:	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$660,000.00
TOTAL VARIANCE:	\$-168,022.00	\$-95,872.00	\$-170,043.00	\$-79,187.00	\$60,365.00	\$-10,619.00	\$-256,996.00	\$-33,217.00	\$-104,980.00	\$68,282.00	\$-73.00	\$-38,243.00	
MONTHLY BALANCES:	\$754,743.00	\$658,871.00	\$488,828.00	\$409,641.00	\$470,006.00	\$459,387.00	\$202,391.00	\$169,174.00	\$64,194.00	\$132,476.00	\$132,403.00	\$94,160.00	= '92 Carry
As calculated using 1991 Carryover & Reserves of:	\$922,765.00												

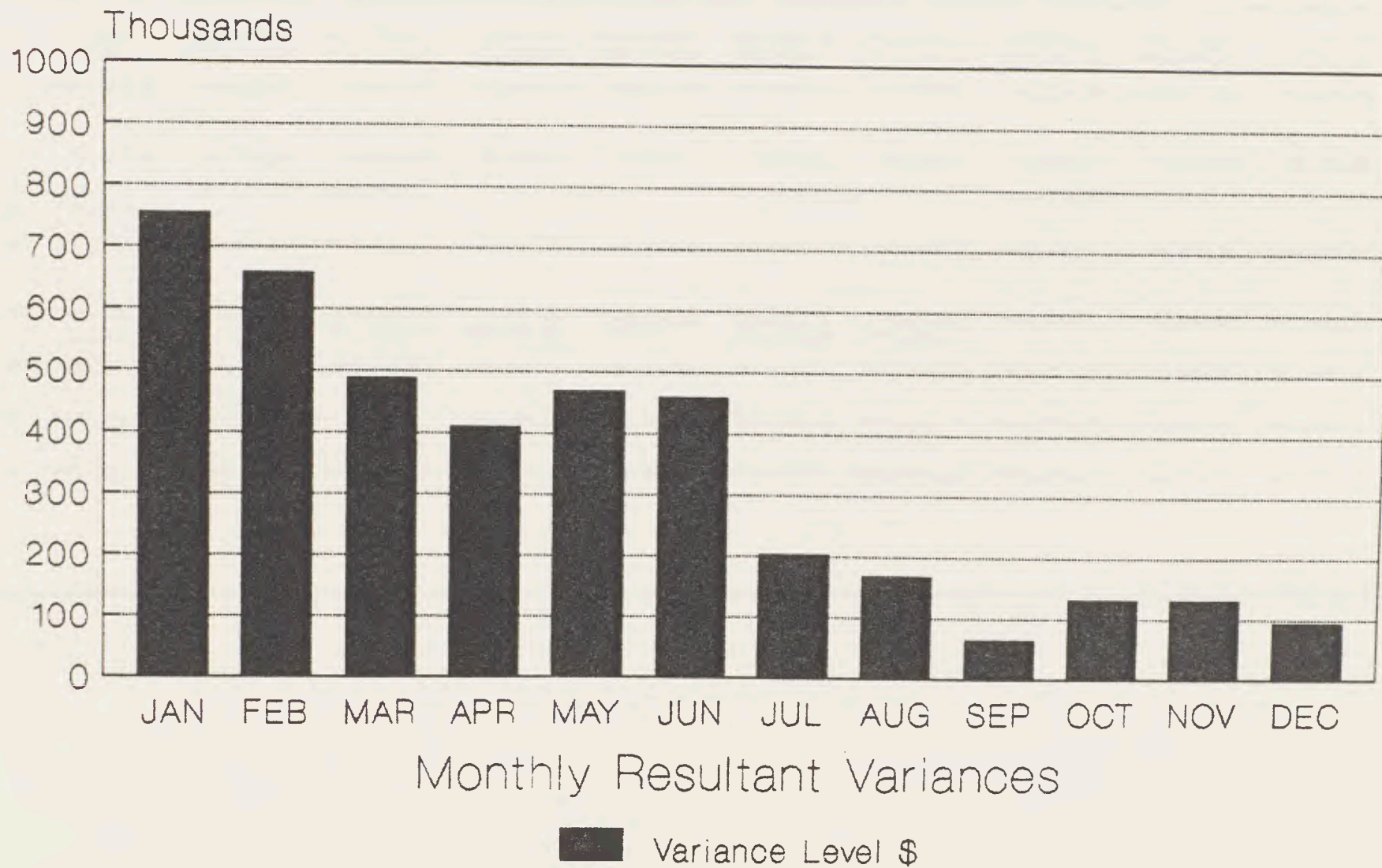
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# Projected Variances Option 1 FY 1992 City of Sugar Hill



Dollars

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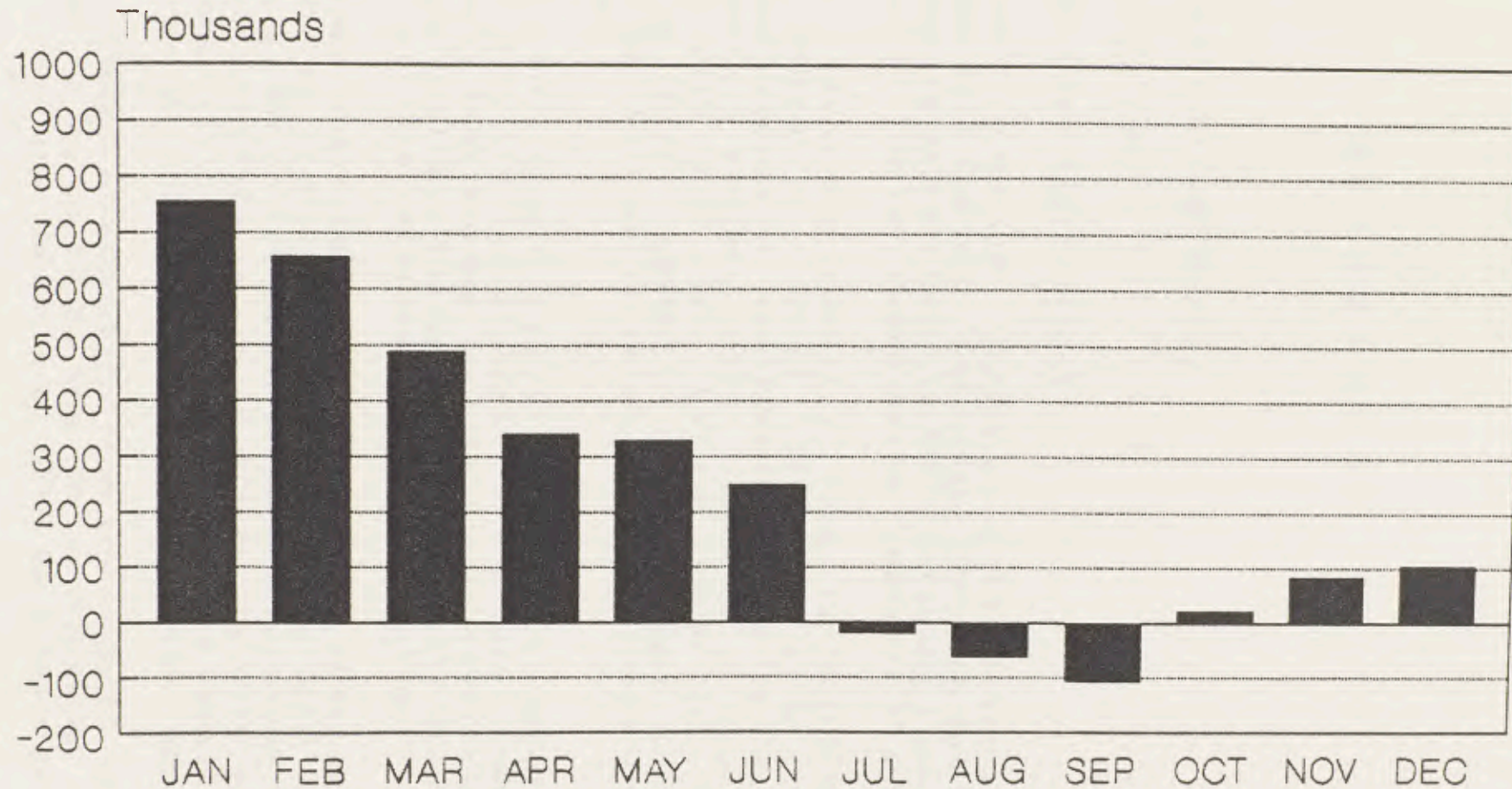


City of Sugar Hill  
Cash Flow Analysis Report -Proj Variance Using Reserves In Lieu Of Loan

1992 FY Variances	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
*****													
OPERATIONS:													
Proj. Revenues:	\$304,430.00	\$314,980.00	\$300,730.00	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$4,600,550.00
Proj. Expenses:	\$368,152.00	\$361,552.00	\$333,152.00	\$319,927.00	\$321,315.00	\$367,299.00	\$351,626.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,258,294.00
Sub-Variance:	\$-63,722.00	\$-46,572.00	\$-32,422.00	\$95,053.00	\$93,665.00	\$22,681.00	\$-111,696.00	\$60,083.00	\$5,320.00	\$161,582.00	\$93,227.00	\$65,057.00	\$342,256.00
NON-BUDGETARY:													
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
'74 Bond Principle:												\$10,000.00	\$10,000.00
Golf Construction:	\$55,000.00	\$15,000.00	\$104,321.00	\$140,940.00			\$52,000.00		\$17,000.00				\$384,261.00
Vehicle Purchase:	\$16,000.00	\$1,000.00											\$17,000.00
Non-Budget Subtotal:	\$79,300.00	\$24,300.00	\$112,621.00	\$149,240.00	\$8,300.00	\$8,300.00	\$60,300.00	\$8,300.00	\$25,300.00	\$8,300.00	\$8,300.00	\$18,300.00	\$510,861.00
PROPOSED ACTIONS:													
GEFA Loan:	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$300,000.00
Clubhouse Const:				\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00					\$350,000.00
Proposed Subtotal:	\$25,000.00	\$25,000.00	\$25,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$650,000.00
TOTAL VARIANCE:	\$-168,022.00	\$-95,872.00	\$-170,043.00	\$-149,187.00	\$-9,635.00	\$-80,619.00	\$-266,996.00	\$-43,217.00	\$-44,980.00	\$128,282.00	\$59,927.00	\$21,757.00	
MONTHLY BALANCES:	\$754,743.00	\$658,871.00	\$488,828.00	\$339,641.00	\$330,006.00	\$249,387.00	\$-17,609.00	\$-60,826.00	\$-105,806.00	\$22,476.00	\$82,403.00	\$104,160.00	= '92 Carry
As calculated using 1991 Carryover & Reserves of:	\$922,765.00												
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# Projected Variances Option 2

## FY 1992 City of Sugar Hill



Monthly Resultant Variances

■ Variance Level \$

Dollars

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**CITY OF SUGAR HILL**  
**COMMUNITY OF PRIDE**



M E M O R A N D U M

To: Mayor & Council  
From: Councilmember Steven Bailey  
Date: February 10, 1992  
Re: GEFA and SRF Loan Applications

On Jan. 30th, the City Manager, Directors of Utilities and Finance, the City Engineer Bill Johnson, and myself met with Sam Shepard and Bob Scott of Georgia EPD to discuss the following topics relative to the financing of the new Waste Water Treatment Plant.

A) SRF (State Revolving Fund).....This is actually a State administered Federally funded program with substantial documentation and procedural requirements. This fund disallows the financing of certain project costs. Because of the time frame involved along with the costs to administer the application process, and the upfront costs to close on such a loan, it is advised to withdraw this application and forge ahead with the GEFA loan application.

B) GEFA (Georgia Environmental Facilities Act)....Consists of bond monies authorized by the legislature. The interest rate is quite low, approximately 4.8% and our application is favorably received. The City of Sugar Hill met the application cut-off date and is one of only 47 applications received by GEFA statewide.

The City received notification on Feb. 4th, that we have been approved for the environmental portion of the GEFA loan. Loan commitments are given on the basis of points received from GEFA's Rating and Selection Criteria, which places the City very high in rating, due to the City's project readiness. The remaining process will be the financial analysis portion of the loan application.

Therefore, I recommend a resolution from the council to direct the Director of Finance to withdraw the SRF application and proceed with all qualifying data requests of GEFA to assure award.

Steven C. Bailey

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(4)

**CITY OF SUGAR HILL**  
**COMMUNITY OF PRIDE**



M E M O R A N D U M

To: Mayor & Council

From: Councilmember Steven Bailey

Date: February 10, 1992

Re: MECA Sewer Capacity Prepayment Agreement

On Feb. 6th, the City Manager and myself met with William (Billy) Burge of MECA to discuss the attached proposed agreement by and between the City of Sugar Hill to negotiate a lump sum purchase of sewer capacity earmarked from the new Waste Water Treatment Plant.

The overall intent of the proposal was well received by Mr. Burge with a few questions of which this councilmember did respond to in contrast to the agreement's verbage.

Mr. Burge assured us that he will present this proposal to MECA owners and will respond to the city as soon as possible. Mr Burge was made aware of the development activity in Sugar Hill and the limitation of this Council in accepting any agreement that favors MECA over other interested parties.

Mr. Burge had concerns that future councils would escalate the sewer fees to generate additional revenue for the City, so in order to protect both the City, MECA, and other developments' purchase of future capacity at this time, it is recommended that the City shall adopt a policy of which future sewer fees shall not be less than the current rate as set for FY1992, and shall not exceed 10% of Gwinnett County's fees, whichever is greater, and such establishment of sewer rates will be fixed at the time of final plat approval of any development. This would provide the developer with a known rate for construction budgeting as well as provide the City with immediate revenue for all capacity set aside.

The City Manager will need to respond to Mr. Burge upon the actual tap-fee cost as set by this Council.

Steven C. Bailey

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MEMO

Date: January 23, 1992  
To: Mayor and Council  
From: Council Member Thomas Morris  
Subject: Meeting with Gwinnett Sanitation

Ed Driver, Pat O'Connor, Ken Crowe, Kathy Williamson and myself met to discuss the landfill franchise agreement and the expansion of the existing landfill.

Gwinnett Sanitation is preparing a proposal to the city to have all properties owned by Gwinnett Sanitation and the City of Sugar Hill permitted for future landfill use. This proposal to combine both properties was in the original negotiation with Gwinnett Sanitation. The reasoning behind this proposal is the strict regulations imposed by E.P.D. and their costs now and in the future for landfill expansion.

Recycling will start in the city on May 1, 1992 with no cost to the city or the residents. The recycling will be included in the landfill agreement as a benefit to the city. There will be once-a-week pick-up and free bins provided for the recyclable items.

The new proposal from Gwinnett Sanitation will be presented to the city within the next two weeks.

If you have any questions, please contact me.

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# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



## MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: FEBRUARY 10, 1992

RE: 1992 BUDGET AMENDMENTS

---

I am requesting approval to amend the 1992 operating budget in the following manner;

### I. Overtime

To include overtime wages for the General Fund, Utilities Funds and Golf Course Fund:

- A. General Fund - add \$1462.00 to salaries and wages for 150 hours at \$9.75 per hour
- B. Utilities Fund - add \$15,400.00 to salaries and wages for 1100 hours at \$14.00 per hour
- C. Golf Course Fund - add \$2,925.00 to salaries and wages for 300 hours at \$9.75 per hour

### II. Sewer Taps

Modify sewer tap-on fee revenue to \$500,000 for 200 taps at \$2500 each.

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(9)

# **CITY OF SUGAR HILL**

**COMMUNITY OF PRIDE**



## MEMORANDUM

To: Mayor & Council

From: Councilmember Steven Bailey

Date: February 10, 1992

Re: Budget Amendment Impact

In consideration of the budget amendment proposed by the Director of Finance, please find attached two(2) pie-charts depicting the City's Revenue and Expenses as to source and to overall contribution to city operations.

PIE CHART 1: Total Revenue Stream ; depicts the contributing sources of all revenues utilized by the city for FY 1992. This chart indicates the proposed amendment of the tap fees being set at \$2,500.

PIE CHART 2: Total Expenditure Breakdown ; shows the expenses and their overall impact on every dollar spent. This chart includes the impact of the proposed Trust Company Loan repayment, proposed GEFA loan repayment and currently approved expenditures.

If there are any questions, please feel free to contact me.

Steven C. Bailey

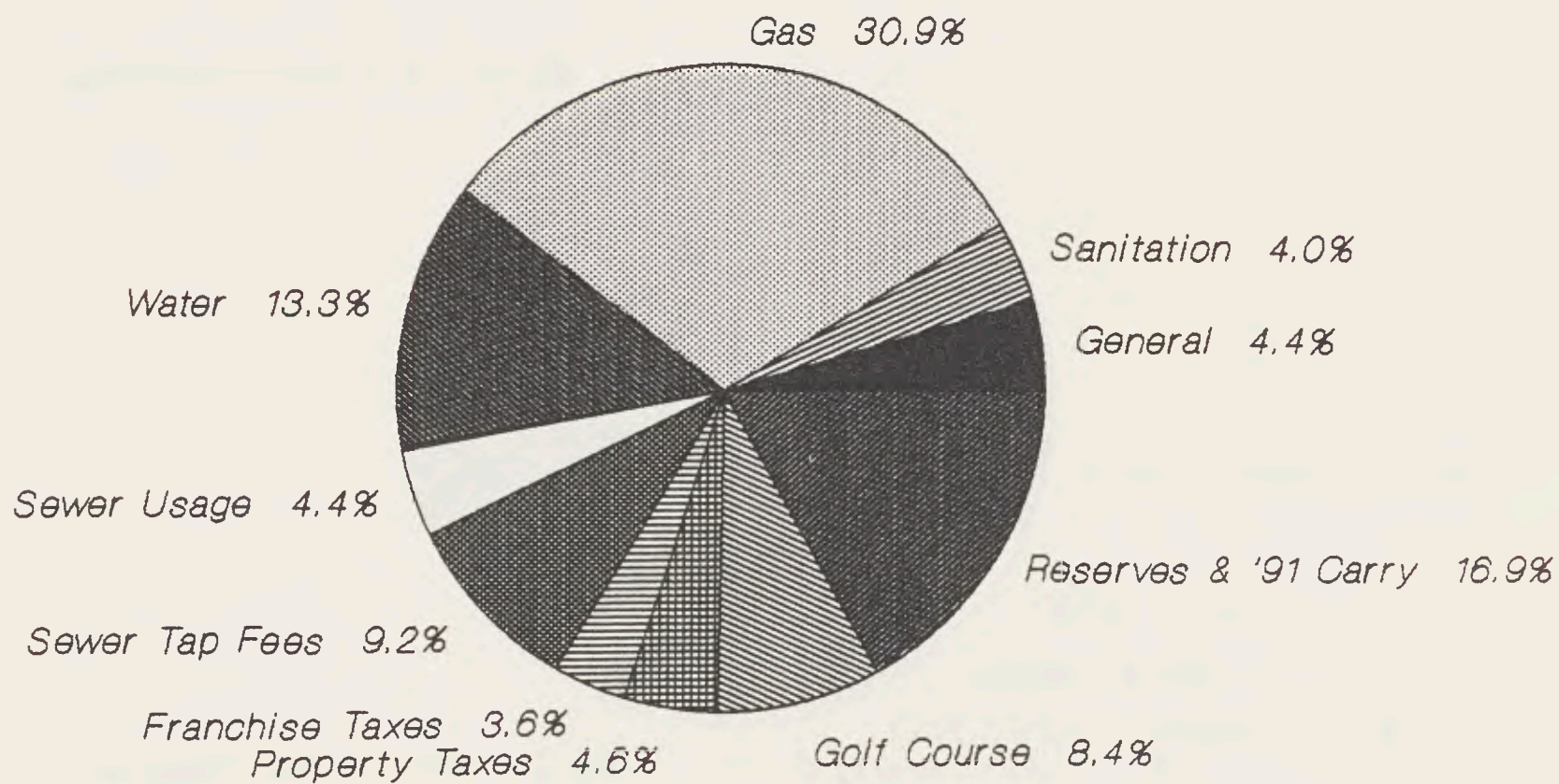
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# Total Revenue Stream FY 1992 City of Sugar Hill



As part of \$5,523,315.

Percentiles

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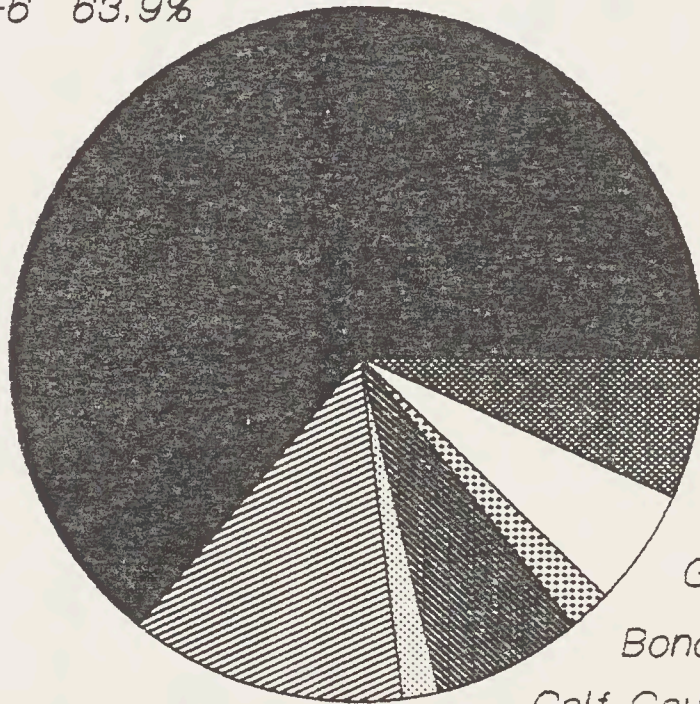
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# Total Expenditure Breakdown FY 1992 City of Sugar Hill

Budgeted-Funds 1-6 63.9%



Budgeted-Golf Coarse 13.0%

Golf Course Construc 7.1%

Trust Company 6.6%

GEFA 5.5%

Bonds 2.0%

Budgeted-Other 1.8%

As part of \$5,429,155.

Percentiles

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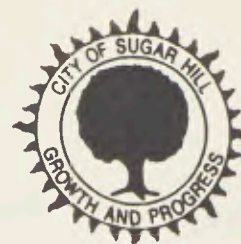
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# CITY OF SUGAR HILL

*COMMUNITY OF PRIDE*

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



## M E M O R A N D U M

TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
DATE: FEBRUARY 10, 1992  
RE: INFORMATIONAL SIGN

---

Council Member Steve Bailey requested the bids for the informational signs for the city.

I recommend that if the Council wishes, to place an information sign at Peachtree Industrial Boulevard and Highway 20 and that we wait until the road improvements are completed.

I also recommend that we stay with the same esthetics as the golf course.

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50 OLD PEACHTREE RD,  
SUITE # 207  
SUWANEE, GA 30174

No.

Date AUGUST 07, 1990

Your Order No.

SIGN ESTIMATE ONLY

Id To CITY OF SUGAR HILL  
234 WEST BROAD ST  
SUGAR HILL, GA 30518

Shipped to

Quantity Ordered	Quantity Shipped	Stock Number/Description	Unit Price	Unit	Amount
1		40"x60" DOUBLE FACE CABINET, INCLUDING FLUORESCENT TUBES, BALLAST, 6" TRACK FACES, 300 6" LETTERS & NUMBERS	\$289.79	1	\$ 289.79
8		RAIL ROAD TIES (LANDSCAPE TIMBER)	19.35	8	154.80
		ANCHORS & WIREING & MISC BRACKETS	25.00		25.00
		INSTALLATION (LABOR CHARGE)	100.00		100.00
		STATE & LOCAL SALES TAX			22.22
ESTAMATE TOTAL.....					\$ 591.81

Order No.	Salesman	Terms	F.O.B.	Date Shipped	Shipped Via
	LARRY IVEY	50% DEPOSIT			

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MEMORANDUM

TO: Mayor & Council  
FROM: Ken Crowe  
RE: Sewer Tap Fee Increases  
DATE: 2-10-92

---

Based upon the decision by the Gwinnett County Health Department to allow the use of Perc-Rite septic systems on 18,000 sq. ft. lots it is the recommendation of this department to hold sewer tap fees in the \$2,250.00 - \$2,500.00 range with \$2,250.00 being more in line with surrounding areas.

I will be glad to discuss this issue with you & present back-up details at your convenience.

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City of Sugar Hill

CK 144

Rescheduled

Rezoning Application

Hearing Date: 1-20-92

Hearing Time: \_\_\_\_\_

Date of Application January 3, 1992

**PAID**

Information about property owner:

JAN 03 1992

Larry Bailey & Allen M. Richardson  
Name \_\_\_\_\_

2169 Highway 29 South  
\_\_\_\_\_

Lawrenceville, GA 30244  
Address \_\_\_\_\_

**CITY OF SUGAR HILL**

(404) 963-0359

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:

RS-100 request is to reduce the square footage of the two story homes from 1800 sq. ft. to 1700 sq. ft.

Timetable for development:

First phase is complete; second and third phases will be developed during 1992 & 1993.

Existing Zoning RS-100 Proposed Zoning RS-100

FEE \$ 150.00

DATE PAID 1-3-92

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- 1. ALL RIGHTS RESERVED
- 2. WATER
- 3. EASEMENTS
- 4. EASEMENTS
- 5. EASEMENTS
- 6. EASEMENTS
- 7. EASEMENTS
- 8. EASEMENTS
- 9. EASEMENTS
- 10. EASEMENTS
- 11. EASEMENTS
- 12. EASEMENTS
- 13. EASEMENTS
- 14. EASEMENTS
- 15. EASEMENTS
- 16. EASEMENTS

**AUSTIN GARNER ROAD**  
 UNDER CONSTRUCTION  
 GWINNETT COUNTY

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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 on Rezone of 24.5 Acres and 10 Acres~~  
City Manager Kathy Williamson states that 24.5 acres was annexed into the 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, Heeks 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 r 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

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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 Keck & 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

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PLANNING & ZONING BOARD MEETING  
TUESDAY, JANUARY 20, 1992  
7:30 P.M.

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

In attendance: Chairperson Bill Parker, Boardmembers Melinda Petruzzi, Gary Chapman, Jay Asgari, & Keith Pugh.

Reading & Approval of Previous Minutes

Keith Pugh moves to approve minutes from the December 16, 1991 meeting. Second to the motion Jay Asgari. Vote unanimous.

Rezoning:

Larry Bailey/ Allen Richardson Sugar Crossing Subdivision. Request to change conditional zoning 1800 sq. ft. two-story homes to 1700 sq. ft. two-story homes. Larry Bailey states he has sold this property to Denny Construction, and that he has a number of two-story plans that he would like to build, and without this reduction he will only be building split-level and ranch homes, because a 1800 sq. ft. house would be too expensive to sell. Larry Bailey presents citizens and boardmembers with some pictures of the 1700 sq. ft. homes that Denny Construction would like to build. Tom Henderson, Real Estate agent, presents community magazine which did a spread on developers in Gwinnett County, and stated that Denny Construction is a high quality home builder. Mr. Henderson states that 1800 sq. ft. homes would just be additional cost to the builder in which he would have to get back, so the sale price of the home would translate in a reduction of the number of people that would be able to afford that house. Boardmember Melinda Petruzzi questions Mr. Henderson price range for homes. Mr. Henderson states that surrounding homes can be sold cheaper for the reason that their sewer, gas, & water taps were cheaper at the time they purchased them and now with the higher cost in these taps, again there is additional cost that they are having to get back. Chairperson Bill Parker asks Councilmember Thomas Morris what was the reasoning for this specified square footage when this property was annexed and rezoned. Thomas states that their main concern at that time was build a better house in Sugar Hill, that the City always tries to get them a little bit larger. Mr. Spaduzzi states that the reason the surrounding homeowners wanted larger homes was because it would bring more value to their property, a higher tax base for the City, and that the larger homes and developments would be better able to take care of their lakes and erosion problems, and that these homeowners would like to see it stay at what they thought they had an agreement on back in June of 1990.



PLANNING & ZONING BOARD MEETING  
TUESDAY, JANUARY 21, 1992  
MINUTES, CONT'D.  
PAGE 2.

Jean Splendori ask questions regarding lake and erosion problem. Ken Crowe states that this is a condition of zoning and that it is required to be in the covenants on the final plat. Keith Pugh moves to recommend to the Mayor & Council to change the zoning to allow the 1700 sq. ft. size for the two-story homes as requested. Jay Asgari seconds the motion. Vote 4 for, 1 opposed - Boardmember Melinda Petruzzi. Motion carried 4 to 1.

Boardmembers Discussion:

Keith Pugh questions whether or not Commercial buildings have to be reviewed by the Planning & Zoning Board, and that he thought that had been left up to the Inspections Department for approval.

Adjournment:

Bill Parker moves to adjourn meeting. Meeting adjourned 8:40 p.m.

Kimberly B. Landers

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# **CITY OF SUGAR HILL**

**COMMUNITY OF PRIDE**

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



## M E M O R A N D U M

TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
DATE: FEBRUARY 10, 1992  
RE: POLICY CONCERNING SELLING ALCOHOLIC BEVERAGES TO MINORS

---

I recommend the following policy regarding the sale of alcoholic beverages to minors:

First Offense - Warning

Second Offense - \$250 Fine & License Suspended for 15 days

Third Offense - \$500 Fine & License Suspended for 90 days

Fourth Offense - \$1,000 Fine & Permanent Revocation of License

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# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



February 6, 1992

Sugar Hill Convenience Store  
5192 North Avenue  
Sugar Hill, GA 30518

HAND DELIVERED

To Whom It May Concern:

The City of Sugar Hill has been notified by the Gwinnett County Police Department that an employee of your establishment sold an alcoholic beverage to a minor.

This is in violation of state law as well as city ordinances. Enclosed is a copy of the rights of the Mayor and Council to hear your case and determine whether or not to suspend or revoke your wine license.

The Mayor and Council will address this matter at the regular Council Meeting to be held on Monday, February 10, 1992 at 7:30 p.m. in the Council Chambers of City Hall.

You may wish to attend this meeting in your own defense.

Cordially,

A handwritten signature in cursive script that reads "Judy L. Foster".

Judy L. Foster  
City Clerk

jlf

Enclosure

MAR

APR

MAY

JUNE

# CITY OF SUGAR HILL

*COMMUNITY OF PRIDE*

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



February 6, 1992

Circle K Convenience Store  
5243 Highway 20  
Sugar Hill, GA 30518

HAND DELIVERED

To Whom It May Concern:

The City of Sugar Hill has been notified by the Gwinnett County Police Department that an employee of your establishment sold alcoholic beverages to a minor.

This is in violation of state law as well as city ordinances. Enclosed is a copy of the rights of the Mayor and Council to hear your case and determine whether or not to suspend or revoke your beer license.

The Mayor and Council will address this matter at the regular Council Meeting to be held on Monday, February 10, 1992 at 7:30 p.m. in the Council Chambers of City Hall.

You may wish to attend this meeting in your own defense.

Cordially,

*Judy Foster*

Judy L. Foster  
City Clerk

jlf

Enclosure

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(c) *Refunds.* An applicant for renewal of a license hereunder shall be entitled to a refund of fees tendered if he withdraws his application for renewal prior to final action on the same by the council.

**Sec. 3-28. Same—Revocation, suspension, etc.**

The council, after affording the licensee notice of the charges and opportunity to be heard with respect to any revocation proceedings, may, if it finds this article to have been violated by the licensee, his agent or employee, revoke such license in its entirety, suspend the same for a specified period of time, place the licensee on probation, or place other conditions thereon as the council may deem necessary.

**Sec. 3-29. Miscellaneous provisions regarding licensee.**

(a) *Change of location.* In the absence of any provision to the contrary, the location of any business licensed for the retail sale of malt beverages may not be changed without the prior approval of the council, and any such change shall not, under any circumstances, be made if to do so would place the licensee in violation of any of the provisions of this article or any other ordinance or law then in effect in this city.

(b) *Licenses nontransferable.* All licenses issued hereunder shall be personal to the licensee to whom issued, and may not be transferred.

(c) *Duplicate licenses.* A duplicate license shall be issued by the city clerk to replace a previously issued license which has been lost, stolen, defaced or destroyed without any willful conduct on the part of the licensee, upon the filing of a sworn affidavit attesting to such fact and the payment of a fee of twenty-five dollars (\$25.00) to the city clerk.

(d) *License required for each location.* For the purposes of this article, each branch establishment or location wherein a representative of the owner is employed and is authorized to transact business for such owner shall be deemed a separate place of business for which a separate license shall be required, and the issuance of a license to a licensee for a conduct of the business of the retail sale of malt beverages shall be restricted to the one (1) location shown on the application, regardless of the number of locations or branches which might otherwise be operated by the licensee.

(e) *Separate license required for each business on premises.* A person engaged in two (2) or more businesses at the same location shall be required to obtain a separate business license for the conduct of each such business for which a license is required, and the issuance of the license for the retail sale of malt beverages shall not authorize the licensee to operate any business from the same location without an appropriate business license for each such separate business.

**Sec. 3-30. Penalties.**

No person may sell malt beverages, at retail or otherwise, without having first obtained a valid license under the provisions of this article and unless such license remains valid and in effect at all times during which such person shall be conducting such business. Any person

R E S O L U T I O N

WHEREAS, at the regular meeting of the Mayor and Council for the City of Sugar Hill of Gwinnett County, Georgia, held on February 10, 1992, a motion was made and duly seconded that the City of Sugar Hill agree to the terms of the agreement between the Community Development Block Grant Program 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 \$50,000.00.

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 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 the grant provided for in said contract in the amount of \$50,000.00 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 \$50,000 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.

Read and unanimously adopted in the regular meeting of the project sponsor held on February 10, 1992.

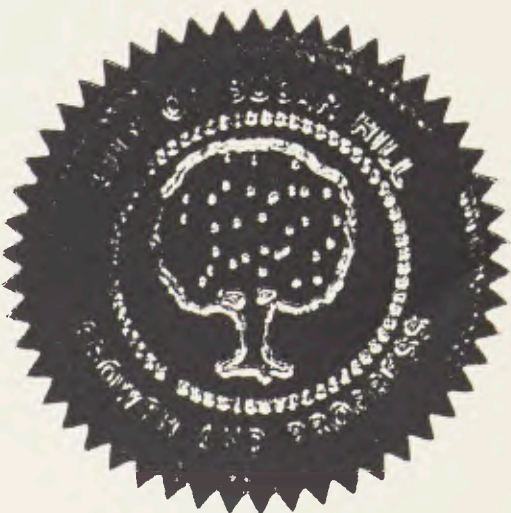
ATTEST:

\_\_\_\_\_   
 Mayor

\_\_\_\_\_   
 City Clerk

\_\_\_\_\_   
 Council Member

SEAL



\_\_\_\_\_   
 Council Member

\_\_\_\_\_   
 Council Member

\_\_\_\_\_   
 Council Member

\_\_\_\_\_   
 Council Member

MAR

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JUNE



TAX EXEMPTION REPORT

	<u>REGULAR EXEMPTIONS</u>	<u>ELDERLY/ DISABLED</u>
SUGAR HILL	2,000	4,000
DULUTH	No exemptions	No exemptions
DACULA	7,000	7,000
LAWRENCEVILLE	7,000	20,000
BUFORD	7,000	20,000
SUWANEE	No exemption	No exemption
W. CROSS	9,000	18,000
LILBURN	5,000	10,000
SNELLVILLE	2,000	2,000

MAR

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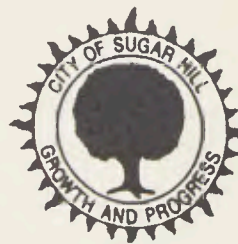
MAY

JUNE

# **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: COUNCIL MEMBER MORRIS  
DATE: FEBRUARY 10, 1992  
RE: OUTER LOOP

---

Following the January Council Meeting, questions were addressed to me by a resident concerning the proposed outer loop location being moved south 1,000 feet.

The next day I instructed the staff to contact Georgia D.O.T. Jerry Hobbs with D.O.T. assured us that the only change that was made in this section of the proposed outer loop was the Rankin Smith property. They also stated that 90% of the right-of-way easements have been obtained for this section and construction would begin in the near future.

MAR

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MAY

JUNE



# **CITY OF SUGAR HILL**

*COMMUNITY OF PRIDE*

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



## M E M O R A N D U M

TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
DATE: FEBRUARY 10, 1992  
RE: EMERGENCY PROCEDURES PLAN

---

You were given a copy of House Bill 241 last month in your mailbox for your review.

It is the staff's recommendation to participate in the county's Emergency Procedures Plan. This may be done by signing the county resolution, however, the county has not forwarded this resolution to us yet.

Therefore, if it is your decision to participate jointly with the county on their Plan, you will need to authorize the Mayor to sign the resolution once it is forwarded to us.

MAR

APR.

MAY

JUNE

# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



MAR

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MAY

JUNE

TO: MAYOR AND COUNCIL  
FROM: SANDY RICHARDS  
DATE: FEBRUARY 10, 1992  
RE: PERSONAL COMPUTER REQUEST

As you are aware, we are in the process of converting our computer system. My original plan was to try to save money and utilize the existing hardware from the Keck & Wood system on the new IBM system software. That way, we could run the word processing and LOTUS files as well as have access to the new system. Unfortunately, the existing hardware is too old in that the chips necessary to make the software run on the old hardware will not work in the machines.

I am requesting the approval to purchase 2 personal computers that are compatible with the new chips to run all our word processing and LOTUS files as well as have access to the new system. I contacted three companies for price quotes for a 386-SX 16 Mhz 40 Mb system with a monochrome monitor. They are as follows:

CompUSA            \$1300-1400 (each)  
                          1 year Mfg Warranty

ACME Computers   \$1200-1300 (each)  
                          1 year Mfg Warranty

Deltronics         \$1034 (each)  
                          2 year Mfg Warranty

I recommend we purchase 2 computers from Deltronics, Inc. not only because they were the lowest bid and they offer a 2 year warranty, but we purchased the same computer from them for the inspections dept and the golf course and we have had no problems.



# 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: DIRECTOR OF UTILITIES & DEVELOPMENT

DATE: FEBRUARY 10, 1992

RE: REQUEST TO PURCHASE PUMP FOR SUGAR CREEK LIFTSTATION

---

I am requesting to purchase a Flyght Pump, Model #3140.180, to replace the burned out pump at the Sugar Creek Liftstation. This model will match the remaining pump at the station and will be sold to us at the same cost as the remaining pump purchased in May 1991. The total cost of this pump is \$4,850.

MAR

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MAY

JUNE



790-A Highway 78  
Loganville, GA 30249

P. 02

PRICE QUOTATION

JOB NAME AND LOCATION

TO: City of Sugar Hill  
GAS Dept  
FAT 945, 0281  
ATTN: Scott

DATE <u>2-5-92</u>	QUOTATION NUMBER
PROPOSED SHIPPING DATE <u>5-15 days</u>	TERMS <u>NET 30</u>
SALESMAN <u>[Signature]</u>	METHOD OF SHIPMENT <u>O.T.</u>
FREIGHT ALLOWED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL
20-		5/8" Return Tee	17.95	359
50-		5/8" Couplings	5.35	267.50
25-		5/8" Blind End CAP	6.90	172.50
25-		2" METAL inserts		
20-		2" style 90 Drum Coupling	2.60	65.00
20-		2" style 65 Drum Coupling	14.25	285.00
25-		3/4" style 65 Drum	13.50	270.00
25-		3/4" style 90 Drum	7.40	185.00
3-		2" style 65 Drum Tee	8.90	272.50
			52.95	158.85
25-		4" + 5/8" FUSE-ON TAP Tee	10.50	262.50
4-		gallon R-28 MASTIC COATING	19.00	76.00
1500'		5/8" + 500' PE TUBING 3/8" ID	.09	135.00
25-		3/4" + 5/8" Meter Pipe w/ PIGTAIL (2406)	12.75	318.75
			TOTAL	\$2,777.60

QUOTATION DOES NOT INCLUDE ANY APPLICABLE TAXES

MAR  
APR.  
MAY  
JUNE



M E M O R A N D U M

TO: Mayor & Council  
FROM: Scott Payne Assistant Water Superintendent  
RE: Water Service Materials  
DATE: January 30, 1992

---

The following quotes are for materials needed to continue water services. Also is a quote for a 6 inch turbine meter for the Golf Course (A 2 inch by-pass meter needs to be installed after the 6 inch is in place).

QUOTES

Gwinnett Utilities -	Water Materials	\$2,920.00
O & R Utilities -	6 inch Meter	\$1,509.13

\* Ken Crowe requests that the water meter boxes quoted by Gwinnett Utilities @ \$256.00 for 25, be deleted and requests to purchase 69 meter boxes along with Fisher Metal Detector from the City of Duluth. This breaks down to \$250.00 for the Metal Detector and \$450.00 for the meter boxes. More specifically \$6.52 for each meter box verses Gwinnett Utilities \$10.25 for each meter box.





# Gwinnett Utilities, Inc.

P.O. Box 432 / Snellville, Georgia 30278  
 COMPLETE LINE OF WATER AND SEWER SUPPLIES

ORDER #: \_\_\_\_\_

DATE ENTERED: \_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_

DATE: 1-28-92

PICK TICKET ORDER FORM

Gwinnett Warehouse

<sup>01</sup> 2686 Springdale Road  
 Snellville, Georgia 30278  
 (404) 972-6901  
 FAX (404) 972-7362  
 Georgia WATS 800-932-6901

Cobb Warehouse

<sup>02</sup> 2032 Baker Road  
 Kennesaw, Georgia 30144  
 (404) 429-0502  
 FAX (404) 429-0225  
 Georgia WATS 800-942-4124

QUOTATION FORM

CUSTOMER: City of Sugar Hill

JOB NAME/SHIP TO: \_\_\_\_\_

FOB: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

COUNTY: \_\_\_\_\_

JOB NAME/ CUSTOMER REF.: Scott P.O. #: \_\_\_\_\_

ORDER TYPE:  Normal  Direct

SHIPPING INSTRUCTIONS: 945-0281

SHIP DATE: \_\_\_\_\_ SHIP VIA:  OT  CUST  UPS  MTR FRT  SLSMN DEL.  PVTE CARR.   
01 02 03 04 05 06 SLSMN #:

QUANTITY	INVENTORY #	DESCRIPTION	UNIT COST	UNIT PRICE
1		3 way Value Wrench	*	85.00
75		3/4 F1000 Corp	574	7.65
50		3/4 C8433	170	3.40
75		3/4 C1433	266	3.55
50		3/4 Comb B43232W	515	10.30
25		3/4 Dresser Cplgs	150	6.00
20		2-X 3/4 570203 SADDLES	124	6.20
100		3/4 X 4 GALV Nipple	50	.50
25		PVC Meter Box w/ct lid	256	10.25
2		8X12 FCCC B-900	127	63.50
25		3/4 BACKFLW HAS 31-303	350	14.00
25		3/4 Meter Cplgs	38	1.50
20		8 X 3/4 SADDLES C-900	300	15.00
1		6" Turbine Meter		1825.00
			2920	

TERMS AND CONDITIONS

Notwithstanding anything to the contrary herein, this is a unit price quotation only. No extensions of unit prices based on any given quantity shall serve to make this a lump sum quotation. Purchaser will hold Seller harmless from any loss, costs, or damages for interpretations of plans and specifications required, as interpretations are not guaranteed by Seller. Prices are firm for 30 days from the date of this bid. Terms for payment are Net 30 days. Freight is FOB manufacturer allowed to jobsite, and may vary.

By: Terry [Signature]

MAR  
APR.  
MAY  
JUNE



**SALES QUOTE**



POST OFFICE BOX 1071  
 ROME, GEORGIA 30161-1071  
 404/235-7231  
 TOLL FREE  
 1-800/533-9947

*TriState*  
**Pipe and Supply, Inc.**

Date: 1-28-91

Cust. P.O. No.: \_\_\_\_\_

SHIP TO:

- STOCK
- CUSTOMER
- OTHER

SOLD TO:

*Sugar Hill*

*Attn Ren Crowe Fax # 404-945-0281*

ORDERED UP	SALESMAN	F.O.B.	TERMS	TRUCK DRIVER	DATE SHIP	SHIP VIA
------------	----------	--------	-------	--------------	-----------	----------

QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	PU/IO DS NO.	VEN	STOCK NO.	DESCRIPTION	SELL PRICE	U.M.
					3/8" 2"	Squeeze Off Tool 4 sizes Manual	179.00	ea.
					(2)	4" Squeeze Off Tool 4 Positions Hydraulic 8700 PSI	2,225.00	ea.
						4" Squeeze Off Tool 4 Positions Hydraulic 23,500 PSI	3400.00	ea.
						Value Box Marker Post Styrofoam Type w/ Plastic Decal	21.00	ea.

*2 gross @ 60% each*

*If you have any questions, please give us a call  
 Thank you,  
 Ron A. Murphy*

*All About F.O.B. Factory*

**THE SOURCE**

Post-It™ brand fax transmittal memo 7671 # of pages 1  
 To: *Ren Crowe*  
 Co: *Sugar Hill*  
 Dept: *Gen Dept.*  
 Fax: *404-945-0281*  
 From: *Ron A. Murphy*  
 Co: *Tri State Pipe & Supply*  
 Phone: *800-533-9947*  
 Fax: *404-234-5450*

JAN-28-92 TUE 17:19 TRISTATE PIPE & SUPPLY P.01

JUNE MAY APR. MAR









Concrete job estimate

Feb. 6, 1992

170 yds. pouring 5" thick = 65 square feet per yd. Will be 11,050 square feet at .25¢ per square foot to pour = \$2,762.50

includes forming, trowel finish, expansion joints, edges & grade stakes.

Rickey Sanders  
6003 Austin Garner Rd.  
Burrhead, Ga. 30518  
945-4240



**CONCRETE FINISHER**

Rickey Sanders

945-4240

MAR

APR

MAY

JUNE





# THOMAS

CONCRETE OF GEORGIA, INC.

QUOTE

"The Concrete Specialists"

1745 Phoenix Boulevard, Suite 480 Atlanta, Georgia 30349

TEL (404) 991-1086 FAX (404) 996-4847

DATE 2-6-92

CUSTOMER City of Sugarhill CUST. NO. 2838

BILLING ADDRESS \_\_\_\_\_ PROJECT NO. \_\_\_\_\_

PROJECT Hillcrest Drive Project

DELIVERY ADDRESS Hillcrest Drive, Sugarhill COUNTY Gwinnett

DIRECTIONS TO SITE \_\_\_\_\_

DESIGN MIX REQUIRED: YES \_\_\_\_\_ NO \_\_\_\_\_

ARCHITECT \_\_\_\_\_ STR. ENGINEER \_\_\_\_\_

DATE JOB TO START 2-7-92 JOB PHONE NO. \_\_\_\_\_ SUPT. \_\_\_\_\_

Yards	Strength	Mix Code	Mix Description	Slump Range	Max Size Coarse Agg.	Price per Cu. Yd.
75	3000	302	Std. Mix	3-5	#57	38.00
		5009	Fiber C			6.00

See Reverse Side for Other Services Offered. The Above Prices Good Through 6-1-92

Other Specification Requirements: \_\_\_\_\_ PLANT(S) 1400

This proposal is subject to the terms and conditions on the reverse side hereof. Prices quoted herein are subject to a cash discount of 2% on the concrete for payment by the 10th of the following month. Georgia Sales and Local Taxes to be added.  
This quotation is void unless accepted within 30 days from date hereon.

SALES REPRESENTATIVE Terry Gibson #17  
SALES MANAGER E. Louis Dorris CUSTOMER \_\_\_\_\_  
E. Louis Dorris

MAR  
APR.  
MAY  
JUNE

f'c  
**FULTON CONCRETE COMPANY, INC.**  
 P.O. BOX 534  
 ALPHARETTA, GA. 30239  
 OFFICE (404) 475-0043

PLANTS: ALPHARETTA (404) 475-6504, DULUTH (404) 476-4101  
 KENNESAW (404) 429-8066, FLOWERY BRANCH (404) 967-4572  
 CARTERSVILLE (404) 386-1085, AUBURN (404) 867-2265

**CONCRETE PROPOSAL**

To: City of Sugar Hill Date: Feb. 6, 1992

Attn: Steve Kennedy  
 Fax: 945-0281

Gentlemen:

We are pleased to quote the following prices for:

Parking Lot on Hillcrest Drive in Sugar Hill

28-DAY STRENGTH	CEMENT FACTOR	W/C RATIO	AIR	SLUMP	MAX. SIZE COARSE AGG	PRICE CUBIC YD.
3000 PSI	Plant Mix	--	As Required	3" - 5"	1"	\$45.15
	For Fiber Mesh - please add per cu. yd.					\$5.00

Other Specification Requirements: \_\_\_\_\_

Please note the terms of a \$2.00 per cu. yd. discount if paid  
 by the 10th of the following month.

This proposal is subject to the terms and conditions on the reverse side hereof. Prices quoted herein are subject to a cash discount of \$2.00 CUBIC YD. for payment within 15 days from the date of invoice, or by the 10th of each month. Georgia sales tax to be added.

**TERMS**

**TWO DOLLARS (\$2.00) CU. YD. CASH  
 DISCOUNT 10TH PROXIMO. NET 30 DAYS.**

**FULTON CONCRETE COMPANY, INC.**

By: Bill Vaughan, Jr.  
 Bill Vaughan

MAR  
 APR.  
 MAY  
 JUNE



# 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: Steve L. Kennedy Chief Building Inspector  
RE: Tires for 211 Truck  
DATE: 1-23-92

---

The following estimates are for LT 235/85 R16 10 ply Firestone Tire:

Bagwell & Mathis Tire (404) 887-2351  
\$88.00 each 4 for \$352.00

Hill & Son Tire Company (404) 945-1866  
\$94.60 each 4 for \$378.40

These prices would include to mount and line tires. The Inspections Department is requesting approval for 4 tires.

MAR

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WORK SESSION  
MONDAY, MARCH 2, 1992  
7:00 P.M.

A G E N D A

- A) Cost of Clubhouse
- B) Cost of Site Plan for Clubhouse
- C) Cost of Machine to Produce Resident Verification Cards
- D) Cost of Running Sewer Line from the Clubhouse to Suwanee Dam Road
- E) Cost of Running a Safety Fence in High Risk Areas
- F) Greens Fees & Cart Fees

APR.

MAY

JUNE

**Appendix B**

**Scope of Services**

Piedmont Olsen Hensley will provide design of  $\pm 4,500$  feet of 6-inch gravity and 4-inch force main with a pump station to serve the City of Sugar Hill's proposed club house.

APR.

MAY

JUNE



**Appendix C**  
**Hourly Rate Schedule**

**Hourly Rates Based on Various Professional and Technical Employee Classifications\***

Principal-in-Charge	\$125.00 per hour
Senior Professional Engineer	\$100.00 per hour
Professional Engineer	\$ 75.00 per hour
Professional Landscape Architect	\$ 65.00 per hour
Project Engineer	\$ 60.00 per hour
Engineer	\$ 45.00 per hour
Senior Designer/Technician	\$ 55.00 per hour
Designer/CADD Operator	\$ 45.00 per hour
Drafter	\$ 35.00 per hour
Senior Resident Project Representative	\$ 45.00 per hour
Resident Project Representative	\$ 40.00 per hour
Professional Land Surveyor	\$ 60.00 per hour
Survey Supervisor	\$ 45.00 per hour
Survey Technician	\$ 35.00 per hour
Field Survey Crew	\$ 75.00 per hour
Senior Clerical/Secretarial Support	\$ 35.00 per hour
Clerical/Administrative Support	\$ 30.00 per hour

**Direct Expenses**

- A. Mileage at 27.5¢ per mile
- B. CADD at \$10.00 per hour

**Direct Expenses Reimbursable at Cost Plus 10 Percent**

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.

\* For services in connection with litigation, the above hourly rates are double. A minimum of eight (8) hours will be billed for the day of scheduled court appearance and depositions. Travel time directly related to litigation will be billed at 1½ times the above rates.

	LAKE LANIER ISLAND GOLF CLUB	STOUFFERS PINEISLE RESORT	CHATTAHOOCHEE CHICOPEE GOLF	CHATEAU ELAN	ROYAL LAKES	CHAMPIONS CLUB
GREEN FEE WEEKEND	\$40.00	50.00	RES. 23.20 NON RES. 36.75	50.00	37.80	38.00
GREEN FEE WEEKDAY	SAME	40.00	RES. 21.00 NON RES. 28.35	SAME	35.70	32.00
CART RENT	INCLUDED	14.00 @	INCLUDED	INCLUDED	INCLUDED	INCLUDED
TWILIGHT ROUND	N/A	N/A	13.65 FOR 9 HOLES	N/A	23.00 W/CART INCLUDED	N/A
DISCOUNTS	N/A	N/A	17.85 CART INCLUDED	N/A	N/A	N/A

IT IS PROJECTED THAT WE WILL HAVE 40,000 TOTAL ROUNDS PER YEAR  
OF THIS 40,000 ROUNDS, IT IS PROJECTED THAT 80 PERCENT OR 32,000 ROUNDS WILL BE NON-RESIDENT PLAY

IT IS FURTHER PROJECTED THAT 80 PERCENT OR 25,600 ROUNDS OF NON-RESIDENT PLAY WILL BE WEEK DAY PLAY,  
AND THAT 20 PERCENT OR 6,400 ROUNDS WILL BE NON-RESIDENT WEEK-END OR HOLIDAY PLAY.

IT IS PROJECTED THAT 20 PERCENT OR 8,000 ROUNDS WILL BE RESIDENT PLAY.  
OF THIS 8,000 ROUNDS, IT IS PROJECTED THAT 80 PERCENT OR 6,400 ROUNDS  
WILL BE WEEK DAY PLAY & THAT 20 PERCENT OR 1,600 ROUNDS WILL BE WEEK-END OR HOLIDAY PLAY.

25,600 ROUNDS (GREEN FEES) @ \$19.00 = 486,400.00  
25,600 ROUNDS (CART FEES) @ \$9.00 = 230,400.00

6,400 ROUNDS (GREEN FEES) @ \$27.00 = \$172,800.00  
6,400 ROUNDS (CART FEES) @ \$9.00 = \$57,600.00

6,400 ROUNDS (GREEN FEES) @ \$11.00 = \$70,400.00  
6,400 ROUNDS (CART FEES) @ \$9.00 = \$57,600.00

1,600 ROUNDS (GREEN FEES) @ \$14.00 = \$22,400.00  
1,600 ROUNDS (CART FEES) @ \$9.00 = \$14,400.00

\*\* TOTAL PROJECTED REVENUES BASED ON THIS FEE STRUCTURE IS \$1,112,000.00



Offices:  
Greenville, SC  
Raleigh, NC  
Greenville, NC  
Atlanta, GA  
Chattanooga, TN

# PiedmontOlsenHensley

Engineers/Architects/Planners

P.O. Box 723308, Atlanta, GA 30339  
3200 Professional Parkway, Suite 200  
(404) 952-8861 Fax: (404) 984-1160

February 28, 1992

Ms. Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

Subject: Agreement for Engineering Services  
for the Design of a Wastewater Pump  
Station and Force Main to Serve the  
City of Sugar Hill's Golf Course Club House

Dear Ms. Williamson:

Enclosed are two copies of an Agreement for Engineering Services with Appendices A, B, and C. If the Agreement meets with your approval, please execute both copies, retain one copy for your files, and return one to us.

We appreciate the opportunity to work with you on this project. Please call us if you have any questions.

Sincerely,



William H. Johnson, P.E.  
Assistant Vice President

sgw/82103-141-373  
Enclosures

APR.

MAY

JUNE

## Agreement for Engineering Services

To: City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

(CLIENT)

1. Piedmont Olsen Hensley, Inc. (POH) will provide professional engineering services in connection with the design of a pump station and force main to serve the City of Sugar Hill Golf Course.
2. POH will perform the following services:
  - a. Detailed Design, Specifications, and Contract Documents
3. For services designated above and further defined in attached Appendix B, "Scope of Services," POH will be paid the lump sum fee of \$4,200.00.
4. Additional services may be performed when authorized in writing by CLIENT. Charges for these services shall be on an hourly rate basis in accordance with Appendix C, "Hourly Rate Schedule."
5. Invoices will be submitted and payable monthly, based upon the estimated percent complete of POH's services.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A, B, and C, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from February 28, 1992.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR  
CITY OF SUGAR HILL

By: \_\_\_\_\_

(Please Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED FOR  
PIEDMONT OLSEN HENSLEY, INC.

By: R. Frank Meaders

R. Frank Meaders, RLS

Title: Vice President

Date: January 28, 1992



## Appendix A

### General Provisions

1. Salary costs shall be defined as salaries and wages paid to all POH's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay; and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" POH will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but POH does not guarantee the contractor's performance, nor does POH assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of POH.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of POH shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, POH shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
7. It is understood and agreed that the maximum liability of POH with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount the CLIENT agrees herein to pay POH for services to be performed hereunder, and no default or breach of covenant or duty shall impose or subject POH to a greater liability.
8. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
9. If included in "Scope of Services," POH will prepare an estimate of the probable construction cost of the project. Since POH has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, POH's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. POH cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by POH. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
10. The purchaser of services from POH shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by POH to any company or firm with whom it merges or otherwise forms a consolidation.



WORK SESSION  
MONDAY, MARCH 2, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steven Bailey, Roger Everett and Jim Stanley, City Manager Kathy Williamson, Director of Golf Wade Queen, Director of Utilities and Development Ken Crowe, Frank Meaders and Bill Johnson with Piedmont Olsen Hensley and Laura Wisniewski of the Gwinnett Extra.

Work session called to order at 7:15 p.m. by Mayor Haggard.

Mayor Haggard states that Council Member Davis is not able to attend since he works night shift. He suggests trying to meet for lunch in the future when there is a need for a work session.

Cost of Site Plan for Clubhouse

Director of Golf Wade Queen states that a site plan has to be devised and approved before any paving is done or the clubhouse is built. Bill Johnson submits a proposal to the Council for the engineering work on the site plan. Refer to proposal. Council Member Stanley states that there was a storm drainage plan submitted to and approved by the county. Mr. Stanley states that he understands some things have changed on the plan, however, there was an initial study completed. Frank Meaders states that they have never seen this study and it would be very helpful to have a copy of that. Mr. Meaders states that this would effect the amount of work to be done and definitely effect their proposal. Mr. Stanley states that he will get a copy of this study to Mr. Johnson.

Cost of Clubhouse

Director of Golf Wade Queen submits bids for the construction of the clubhouse. Refer to bids. Discussion is held on whether to build a clubhouse now or just lease a modular home for an office and pro shop until enough funds are saved to construct the clubhouse. Council Member Bailey states that he did a 14 month cash flow analysis and states that we can afford to build a clubhouse out of reserve funds based on current projections without the loan from Trust Company. Council Members agree that residents are half and half on this issue. Council Member Stanley urges each Council Member to review the numbers themselves and to make sure they understand the financial condition the city is in. Discussion is held on the financial condition of the city. There is a general consensus to have this matter on the agenda for March 9, 1992. Mayor Haggard states that he will call for the vote Monday night and he will not allow much discussion on this matter.

(A)



Cost of Running Sewer Line from Clubhouse

Director of Golf Wade Queen states that the sewer line from the clubhouse to Suwanee Dam Road is also a factor to consider before paving the clubhouse drive. Bill Johnson has submitted a proposal for the engineering work on this sewer line. Refer to proposal. City Manager Kathy Williamson states that the engineering work will cost \$4,200 and the 6" pipe will cost approximately \$2,136. There is a general consensus to have this matter on the agenda for March 9, 1992.

Cost of Machine to Produce Resident Verification Cards

Director of Golf Wade Queen presents an example of a machine which could be utilized to make photo identification cards and laminate them for use as proof of resident discount on greens fees. The cost of the machine is approximately \$1,100 for the equipment and laminating envelopes. He plans to begin making these cards in May or as soon as a procedure for verifying residents is set up. A notice to residents concerning how and where to go to get these cards could be put in the quarterly newsletter. Discussion is held on whether residents or taxpayers or both would be eligible for the discount and it was agreed that only residents would be eligible for the discount since the golf course is being built out of revenues from the utilities and not taxes. There is a general consensus to have this matter on the agenda for March 9, 1992.

Cost of Running Safety Fence in High Risk Areas

Director of Golf Wade Queen states that Willard Byrd has recommended the city install safety fences around some of the cart paths to prevent carts from running off embankments. The fence will be 6' with 3' buried. Discussion is held on this matter. There is a general consensus to table this matter until someone requires us to do this.

Greens Fees and Cart Fees

Director of Golf Wade Queen states that some basic rates need to be established for greens fees and cart fees. He has obtained fees from other similar golf courses and is recommending the city utilize the same rates as the Chattahoochee and Chicopee Golf Clubs. Refer to chart. Frank Meaders asks if walkers will be allowed. Mr. Queen states that this has not been discussed, however, he has some concerns about the loss in revenue if walkers are permitted. Mr. Meaders states that he is on the Board of Directors for the Marietta Golf Club and they did a study on walkers and found that revenues have decreased steadily on most golf courses because of permitting walkers. Discussion held on this matter. Mr. Queen states that discounts for seniors, school groups, etc. can be set at a later date. There is a general consensus to have this matter on the agenda for March 9, 1992.



APR.  
MAY  
JUNE

WORK SESSION  
MONDAY, MARCH 2, 1992  
MINUTES, CONT'D.  
PAGE 3

Engineering Study for SRF Loan Application

City Manager Kathy Williamson states that the State Revolving Fund Program requires a study to be completed to apply for this loan. Bill Johnson states that since these are federal funds, all federal requirements must be met before applying for this loan. It is basically a compilation of information which is very time consuming. Mr. Johnson submits a proposal for this study in the amount of \$9,350. Discussion is held on this matter. There is a general consensus to have this matter on the agenda for March 9, 1992.

Re-routing Interceptor Line in Emerald Lakes

Director of Utilities and Development Ken Crowe states that an alternate route for the interceptor line through Emerald Lakes has been proposed since developer Baron Herman cannot come to an agreement with the city. This alternate route would be less costly than the original route. Refer to topo map. Mr. Crowe states that Buddy Robinson and Winston Parker of Value Concepts, Inc., who are obtaining easements for the city, have given their approval of the alternate route. Discussion is held on this matter. There is a general consensus to have this matter on the agenda for March 9, 1992.

No further business discussed.

Work session adjourned at 9:33 p.m.

Judy L. Foster

APR.

MAY

JUNE



BIDS ON CLUBHOUSE

March 2, 1992

1.) RONNIE HUMPHRIES  
\$360,000.00 WITH STUCCO

2.) RONNIE HUMPHRIES  
\$350,000.00 WITH BRICK

3.) DONALD BEARD  
COST +

APR.

MAY

JUNE

Offices:  
Greenville, SC  
Releigh, NC  
Greenville, NC  
Atlanta, GA  
Chattanooga, TN

# PiedmontOlsenHensley

---

Engineers/Architects/Planners

P.O. Box 723308, Atlanta, GA 30339  
3200 Professional Parkway, Suite 200  
(404) 952-8861 Fax: (404) 984-1160

March 2, 1992

Ms. Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

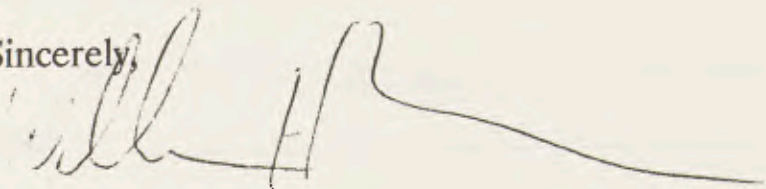
Subject: Agreement for Engineering Services  
for the Planning Report Required  
for the City of Sugar Hill  
State Revolving Fund (SRF) Loan  
POH Proposal No. 82103-111-225

Dear Ms. Williamson:

Enclosed are two copies of an Agreement for Engineering Services with Appendices A and B. If the Agreement meets with your approval, please execute both copies, retain one copy for your files, and return one to us.

We appreciate the opportunity to work with you on this project. Please call us if you have any questions.

Sincerely,



William H. Johnson, P.E.  
Assistant Vice President

lht  
Enclosures

APR.

MAY

JUNE



## Agreement for Engineering Services

To: City of Sugar Hill (CLIENT)  
4988 W. Broad Street  
Sugar Hill, GA 30518

1. Piedmont Olsen Hensley, Inc. (POH) will provide professional engineering services in connection with the financing of the proposed wastewater system for the City of Sugar Hill.
2. POH will perform the following services:
  - a. POH will provide the SRF Facilities Report required by the State of Georgia for obtaining financing of the City of Sugar Hill's wastewater treatment system.
3. For services designated above, POH will be paid the lump sum fee of \$9,350.00.
4. Additional services may be performed when authorized in writing by CLIENT. Charges for these services shall be on an hourly rate basis in accordance with Appendix B, "Hourly Rate Schedule."
5. Invoices will be submitted and payable monthly, based upon the estimated percent complete of POH's services.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A and B, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from March 2, 1992.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR  
CITY OF SUGAR HILL

By: \_\_\_\_\_

(Please Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED FOR  
PIEDMONT OLSEN HENSLEY, INC.

By: R. Frank Meaders

R. Frank Meaders, RLS

Title: Vice President

Date: March 2, 1992

## Appendix A

### General Provisions

1. Salary costs shall be defined as salaries and wages paid to all POH's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay, and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" POH will attempt to protect CLIENT against defects and deficiencies in the work of the contractor, but POH does not guarantee the contractor's performance, nor does POH assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of POH.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of POH shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, POH shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
7. It is understood and agreed that the maximum liability of POH with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount the CLIENT agrees herein to pay POH for services to be performed hereunder, and no default or breach of covenant or duty shall impose or subject POH to a greater liability.
8. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
9. If included in "Scope of Services," POH will prepare an estimate of the probable construction cost of the project. Since POH has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, POH's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. POH cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by POH. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
10. The purchaser of services from POH shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by POH to any company or firm with whom it merges or otherwise forms a consolidation.



## Appendix B

### Hourly Rate Schedule

#### Hourly Rates Based on Various Professional and Technical Employee Classifications\*

Principal-in-Charge	\$125.00 per hour
Senior Professional Engineer	\$100.00 per hour
Professional Engineer	\$ 75.00 per hour
Professional Landscape Architect	\$ 65.00 per hour
Project Engineer	\$ 60.00 per hour
Engineer	\$ 45.00 per hour
Senior Designer/Technician	\$ 55.00 per hour
Designer/CADD Operator	\$ 45.00 per hour
Drafter	\$ 35.00 per hour
Senior Resident Project Representative	\$ 45.00 per hour
Resident Project Representative	\$ 40.00 per hour
Professional Land Surveyor	\$ 60.00 per hour
Survey Supervisor	\$ 45.00 per hour
Survey Technician	\$ 35.00 per hour
Field Survey Crew	\$ 75.00 per hour
Senior Clerical/Secretarial Support	\$ 35.00 per hour
Clerical/Administrative Support	\$ 30.00 per hour

#### Direct Expenses

- A. Mileage at 27.5¢ per mile
- B. CADD at \$10.00 per hour

#### Direct Expenses Reimbursable at Cost Plus 10 Percent

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.

\* For services in connection with litigation, the above hourly rates are double. A minimum of eight (8) hours will be billed for the day of scheduled court appearance and depositions. Travel time directly related to litigation will be billed at 1½ times the above rates.

APR.

MAY

JUNE

**FORRESTALL & PUGH, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS  
600 GARNETT STREET, BOX 1  
BUFORD, GEORGIA 30518  
(404) 945-8328  
FAX (404) 945-4016

JOHN M. FORRESTALL, C.P.A.  
KEITH E. PUGH, C.P.A.  
GARY N. GODWIN, C.P.A.

MEMBER:

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

GEORGIA SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

March 3, 1992

Honorable Mayor  
Members of the City Council  
City of Sugar Hill  
Sugar Hill, GA 30518

We propose to audit the general purpose financial statements of the City of Sugar Hill, Georgia, and the combining, individual fund, and account group financial statements of the City of Sugar Hill as of and for the year ended December 31, 1992. The financial statements will be the responsibility of the entity's management.

Our responsibility will be to express an opinion on these financial statements based on our audit. We will conduct the audit in accordance with generally accepted auditing standards which require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

We present this proposal based on a representation by the accounting staff of the City of Sugar Hill that the accounting records will be made available to us during 1992 for interim audit procedures and that a completely posted and balanced set of accounting records will be available for audit no later than January 15, 1993. We agree to have the audit completed by March 12, 1993.

The fee for this audit service will be \$9,500. This fee also includes attendance by a member of our staff at regularly called City Council meetings when requested in advance by the City Council.

APR.

MAY

JUNE



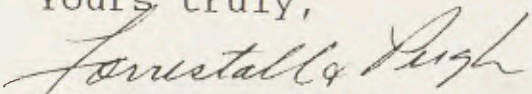
City of Sugar Hill  
Page Two  
March 3, 1992

We also propose to offer consulting services and assistance in setting up accounting records and controls as may be requested by the accounting staff and management of the City of Sugar Hill. The services will be provided at our regular fee, which is \$90.00 per hour for partners, \$60.00 per hour for senior certified staff members and \$45.00 per hour for other accounting staff personnel. These services will be provided upon receipt of written request from the City of Sugar Hill.

This proposed fee is also made for auditing the records of the City of Sugar Hill for 1993 and 1994 on the assumption that the basic accounting volume and complexity of the records will remain the same as it is in 1992.

We look forward to the opportunity to serve the City of Sugar Hill and to work with the accounting staff. We will place particular emphasis on the responses to requests from the City of Sugar Hill and feel we can be available as needed since we are located in the North Gwinnett area. Thank you for your consideration.

Yours truly,



FORRESTALL & PUGH, P.C.  
Certified Public Accountants

APR.  
MAY  
JUNE



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

MEMORANDUM

TO: Mayor & Council  
FROM: Wade Queen  
DATE: March 9, 1992  
RE: Request for budgeted Golf Course Equipment

Sprayer:	Cushman brand from Stovall	\$15,142.50
	Hahn brand from Turfcare	\$12,630.90
	Smithco brand from S.E. Turf	\$12,500.00 ✓
Top Dresser: (2)	Turfcare brand from S.E. Turf * only source available	\$ 8,750.00 ✓
Fertilizer Spreader:	Lely brand from Turfcare	\$1,959.00
	Lely brand from Gene & Matt	\$1,825.00
	Lely brand from Gleeson	\$1,700.00 ✓
Disc Mower:	Kuhn brand from Gleeson	\$4,998.00
	Vicon brand from Rucker	\$4,775.00
	New Holland brand from Gene & Matt	\$4,350.00 ✓
Fly-Mower: (2)	Flymo GCT20 brand from Precision Small Engine ( Prepaid Price ) * only source available	\$1,590.00 \$1,390.00 ✓
Photo I.D. Kit:	M400 Camera, Photo Die Cutter, Power Pedestal, Carry Case, Slot Punch & M400 Laminator	\$ 998.00 ✓
I.D. Pouches: (3)	Clear business card size pouches (100/box)	\$ 39.75 ✓

APR.

MAY

JUNE





# TURF CARE PRODUCTS INC.

From the ground up, we help you grow.

February 6, 1992

Mr. Jeff Hefner  
Sugar Hill Golf Course  
6094 Suwanee Dam Rd.  
Sugar Hill, GA 30518

Dear Jeff:

We are pleased to quote the following:

<u>QTY</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
1	Hahn Multi-Pro 418 self-contained 160 gallon sprayer equipped with 18 h.p. twin cylinder Kohler Magnum engine, 18 ft. electric lift boom with 11 Raindrop nozzles on 20" spacings. Unit also to be equipped with centrifugal pump, round polyethylene tank with full tank-length multiple-jet agitation and electric hose reel with 150" of 5/8" hose and S.D.I. walking boom. Traction drive is 3 forward speeds and 1 reverse speed, synchronized in second and third gears.	\$12,630.90
1	Olathe Model 23 Topdresser tow-behind unit, can be pulled by most utility vehicles and tractors. The large 6'4" wide by 3'4" deep, 23.5 cu. ft. capacity hopper can easily be filled with sand or desired topdressing. The 60" swath is maneuverable for hard-to-access areas and has ground-powered hydraulic drive which reduces maintenance problems of bothersome chains, sprockets, and drive mechanism	\$6,100.00

Thank you for your interest in Turf Care Products, Inc. We are looking forward to discussing this information further. If you should have any questions, please call.

Sincerely,



David A. Skillman  
Commercial Turf Equipment Sales Manager

DAS/ajw



APR.

MAY

JUNE



# SOUTHEAST TURF & COMMERCIAL

Jacobsen Division of Textron Inc.

February 21, 1992

City of Sugar Hill Golf Course  
Attn: Jeff Hefner  
6094 Suwanne Dam Rd.  
Buford, Ga. 30518

Dear Sir:

I enjoyed our meeting at your course and am pleased to quote you on the following:

- |  |             |
|--|-------------|
| 1 - Turfco Mete-R-Matic <del>tow</del> type topdresser<br>Model F-15   | \$ 4,375.00 |
| 1 - Turfco Mete-R-Matic III tow type<br>topdresser, Model F12C   | \$ 5,790.00 |
| 1 - Vicon Spreader, Model PS-402,<br>900 lb. capacity  | \$ 1,675.00 |
| 1 - Smitheco Spray-Star, Model 1600<br>with 160 gallon sprayer, 14-100 super<br>boom, hose reel, and 150 ft. hose and<br>walking boom, electric boom kit, &<br>large turf tires <i>203 RAVEN CONTROL</i> | \$12,500.00 |

Thank you for the opportunity to be of service. If you have any questions, feel free to call.

Sincerely,

*Bob*

Bob Shields  
Sales Manager  
Southeast Turf & Commercial

BS/ta

TELEPHONE  
404 691-4801

# TURF CARE PRODUCTS INC.

We help you grow.

4505 MILLS PL., S.W.  
ATLANTA, GA. 30336

DATE 2/19/92

MR. JEFF HEFNER  
Sugar Hill Golf Course.  
6094 Suwanee DAM Road.  
Sugar Hill, Ga. 30518

DELIVERY \_\_\_\_\_

F.O.B. Destination

PAGE NUMBER 1 OF 1

WE QUOTE YOU AS FOLLOWS:

QUANTITY	STOCK NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
1		Lely Model HR 3point HITCH, P.T.O. drive, remote feeding, removable hopper, Adjustable for side Spreading	#	1759.00
1		Model ABR 250-H Sand and Salt Ejector disc with Bolted-on - Spoons.	#	200.00

TERMS: Net 15<sup>TH</sup>

TAX: \_\_\_\_\_  
PLUS APPLICABLE SALES TAX. TAX IS FIGURED ON TOTAL PRICE (NOT DISCOUNTED PRICE) IF A TERMS DISCOUNT IS GIVEN.

THE PRICES SHOWN WILL BE VALID FOR 60 DAYS FROM DATE OF ISSUANCE. AFTER THIS PERIOD, WE RESERVE THE RIGHT TO MAKE ANY PRICE ADJUSTMENTS THAT HAVE OCCURRED.

BY Michael W. Gandy

QUOTATION NO. \_\_\_\_\_

APR  
MAY  
JUNE



## Gene & Matt Ford Tractor Sales Inc.

Highway 29  
P.O. Box 220

Telephone 867-3179  
Home 534-3822

WINDER, GEORGIA 30680

February 26, 1992

Mr. Jeff Hefner  
Sugar Hill Golf Course  
6094 Suwanee Dam Rd.  
Sugar Hill, GA 30518

Dear Mr. Hefner:

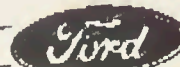
Below are a list of the prices that you requested:

- (1) New Holland 452 Disc Mower \$4350.00
- (1) Lely Broadcaster HR Model \$1825.00  
(with sand and salt ring)

If you have any questions please feel free to call.

Sincerely,

Matt England



APR.

MAY

JUNE



# Proposal

Page No. \_\_\_\_\_ of \_\_\_\_\_ Pages

*Att  
Mr. Wade Queen*

**GLEESON TRACTOR CO., INC.**  
3520 Spot Road  
CUMMING, GEORGIA 30130  
(404) 887-3471 (404) 688-2257 ATLANTA

PROPOSAL SUBMITTED TO <i>Sugar Hill Golf Course</i>	PHONE <i>Fax 945-0241</i>	DATE <i>2/26/92</i>
STREET <i>6094 Sunward Lane Road</i>	JOB NAME	
CITY, STATE AND ZIP CODE <i>Sugar Hill, Georgia 30578</i>	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

- Sely Fertelizer Spreader Model HR \$1,400.00*  
*Accessories Sand & Salt Kit 300*  
*\$1,700*
- Kuhn Multidisc Mower*  
*Model GMD 55*  
*Assembled, back freight, delivered to \$4,996.00*  
*The Golf Club*

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

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, delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature *George W. Gleason*  
Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_  
Signature \_\_\_\_\_

APR.  
MAY  
JUNE





Nothing Runs Like a Deere\*

# RUCKER

TURF & TRACTOR OF ALPHARETTA  
793 North Main Street  
Alpharetta, Georgia 30201  
404-664-4433

## PRICE QUOTATION

CITY of Sugar Hill  
Sugar Hill Golf Course  
6094 Suwanee Dam Rd.  
Sugar Hill, Ga 30518  
ATT: Jeff Hetner

DATE	2-27-92
YOUR INQUIRY DATED	2-27-92
PROPOSED SHIPPING DATE	30 days of order
TERMS	NET 30 days
SALESMAN	Sullivan
TO BE SHIPPED VIA	Our Truck
PPD OR COL.	X1

Here is our quotation on the goods named, subject to the conditions noted:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance.

Typographical and stenographic errors subject to correction. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

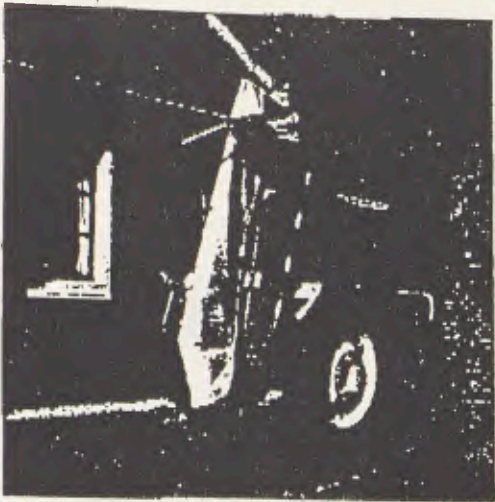
QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Vicon CM165H - 3 point Hitch Mounted 4 Discs with 5'5" cut complete with Hyd. lift cylinder and flexible safety shield. Min. 35HP.	\$3978.00	
1	Vicon CM216H - same as above with 6 Discs and 6'8" cut.	\$4775.00	

QUOTE VALID FOR 30 DAYS

BY David Sullivan

APR.  
MAY  
JUNE





### Easy transport

Vicon's CM 216 and CM 240 are raised into transport position hydraulically. The CM 144 and CM 165 are raised into transport position with a hand crank. When raised into transport position, the mowers are no wider than the tractor width. This makes transport along narrow roads and through small fields gates no problem.



### Ease of operation

The mowing height of the CM mowers can be set easily with the tractor top link. When equipped with a hydraulic cylinder, Vicon mowers can operate at an angle of up to 45° above or below the horizontal so that mowing the sides of ditches and slopes present no problem.

## Accessories

### Hydraulic cylinders CM 144-165

The CM 144 and CM 165 can be supplied with a hydraulic cylinder to raise the machine to the transport position from the tractor, thus increasing the machine's speed and ease of operation.

### Topping skids

Four-inch topping skids can be supplied to raise the bar above rough field conditions or for clipping pastures. These will add yet another dimension to the usefulness of the Vicon disc mowers.

### Inner swathboard

All Vicon disc mowers can be fitted with an inner swathboard to make the swath narrower and leave the crop in a windrow.

### CM 240 narrow swath set

A narrow swath set, for the CM 240, consisting of two swathboards and two special disc attachments can be supplied. This set, suitable only for use in light crops, will reduce the swath to a width of 3'4" (1.20 m). It can then be collected easily by the following forage equipment or pickup truck.

Technical specifications	CM 144	CM 165	CM 216	CM 240
Working width	1.40 m (4'8")	1.65 m (5'5")	2.16 m (7'2")	2.40 m (7'10")
Transport width	tractor width			
Number of discs	4	4	6	6
PTO speed	540 r.p.m.			
Disc rotating speed	3000 r.p.m.			
Weight (approx.)	285 kg (585 lbs)	295 kg (650 lbs)	350 kg (770 lbs)	390 kg (860 lbs)
Driving speed	15 km/h (8 m.p.h.)			
Power requirement	30 HP	35 HP	40 HP	45 HP

### Complete range

In addition to the disc mower range, Vicon also produces a range of mower-conditioners. See our special leaflets for further information.



Authorized John Deere  
Commercial / Golf & Turf Distributor



**RUCKER**  
TURF & TRACTOR OF ALPHARETTA

793 North Main Street  
Alpharetta, GA 30201  
(404) 664-4433  
1-800-736-4533

DAVID SULLIVAN  
Sales Representative

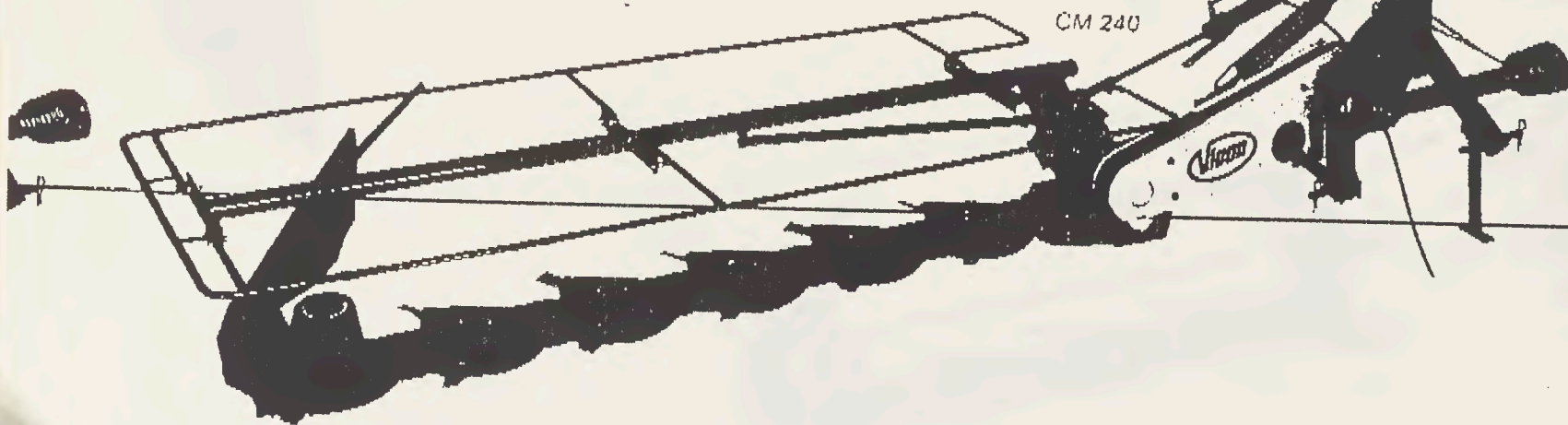
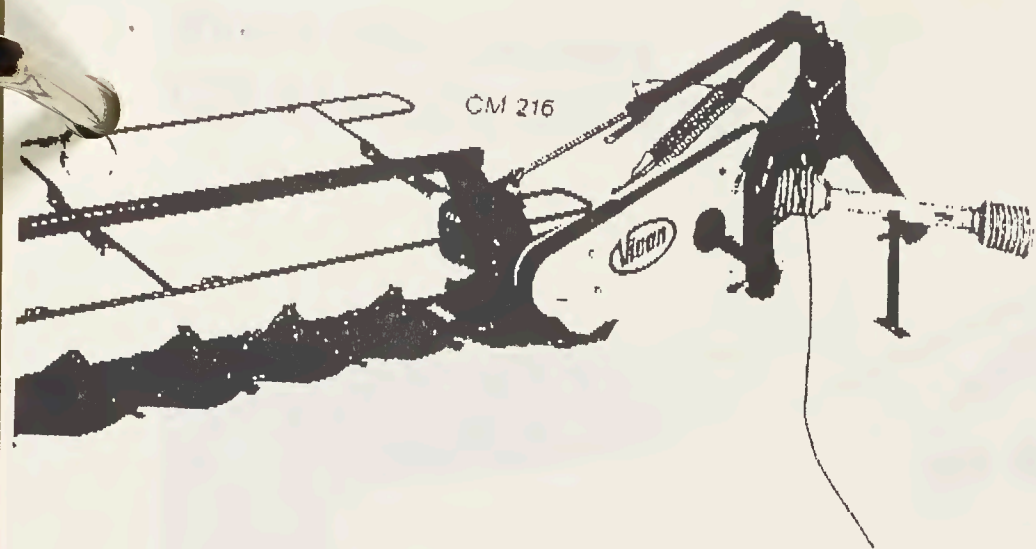
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MAY

JUNE





### High capacity, low power requirements

Vicon disc mowers require relatively little power per metre/foot of working width to keep the blades at the recommended working speed of 3000 RPM. The low power requirement and the high speed of the blades mean that speeds of up to 15 km/h (8 mph) are possible. Consequently a very high capacity is possible.

### Wide swaths, shorter drying time

The mown crop is transported and

deposited directly across the whole width of the cutterbar. The crop is left in a wide swath behind the mower so that it can cure more quickly. The outside swathboard ensures that there is a wide path between the mown and unmown crop.

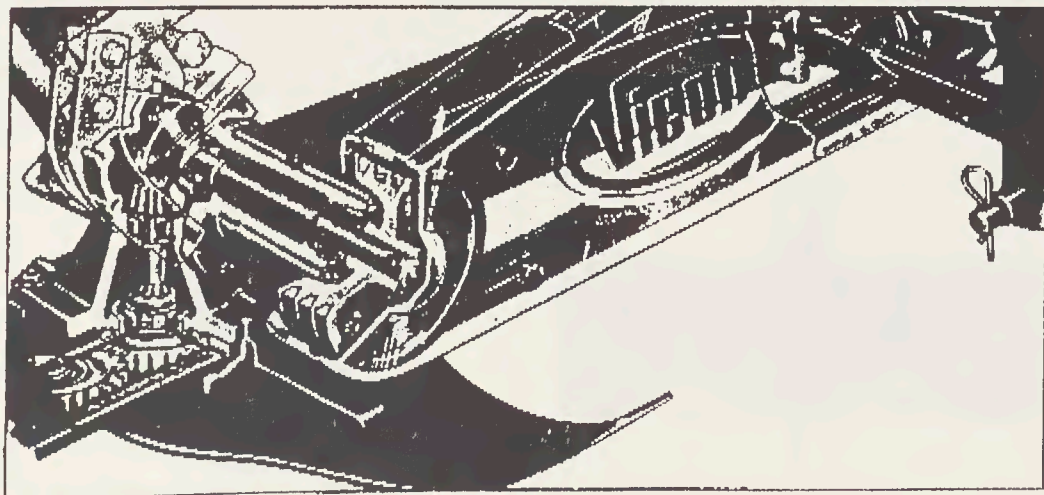
### Minimum maintenance

Vicon mowers are powered by V-belts from the PTO via a gearbox to oil-bathed gears in the cutterbar. The blades are made of high quality steel and have a long service life. Each mowing disc shaft is supported by two roller bearings. This sturdy

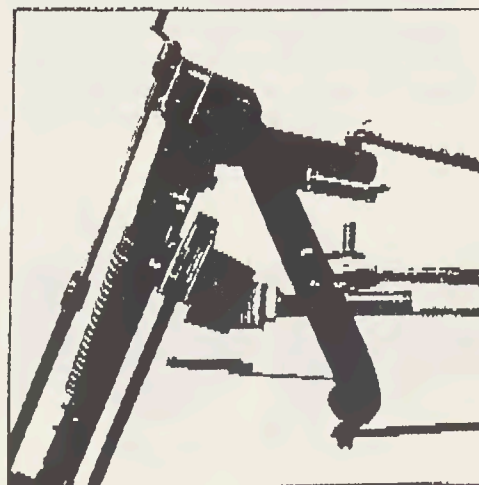
construction means quiet, vibration free operation and ensures the machine long life and low maintenance costs.

### Safety

All Vicon mowers are fitted with a shear bolt breakaway. If the cutterbar strikes an obstacle, it swings backward automatically. Stone guards are fitted to the front of the bar to protect the discs from stones and other foreign objects in the hay field. Skid shoes are fitted under the bar to prevent premature wear of the bottom pan where rough ground conditions exist.



power transmission by V-belts from the PTO

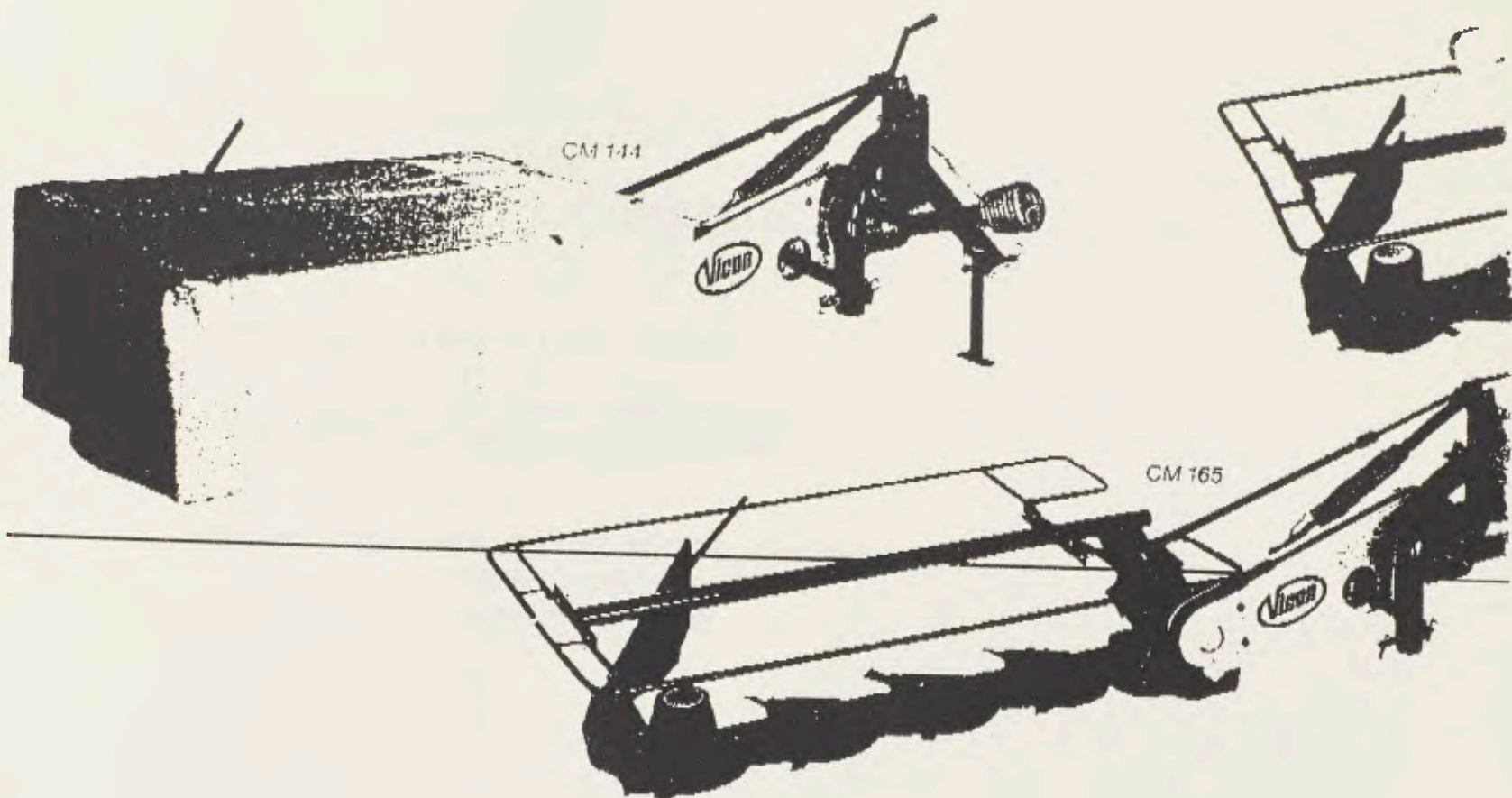


shear bolt breakaway

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## Vicon disc mowers CM 144-165-216-240



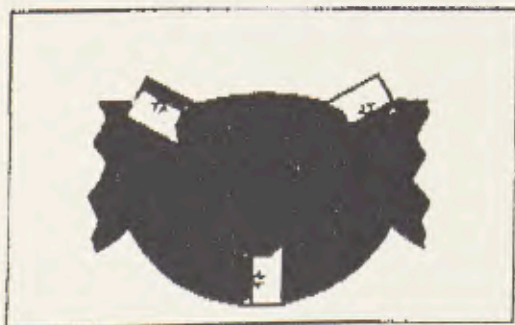
Vicon disc mowers are characterized by their ease of operation, large capacity, freedom from blockages, low power requirements and long service life.

This ensures the user a machine which will cut heavy, standing grasses, and easily handle laid, tangled crops with a minimum of horsepower.

Vicon supplies disc mowers in four working widths: 1.40 m (4'8"), 1.65 m (5'5"), 2.16 m (7'), 2.40 m (7'10"). These widths offer a machine to fit any particular farming situation.

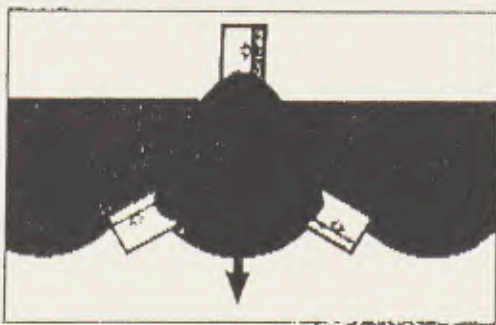
### Three knives, faster, more even cut

Triangular discs mean you have three knives on every disc. That's 50% more cutting edges than a two knife disc. Each knife works at maximum efficiency, typically only 15 mm of the tip of the knife is involved in cutting. That means low horsepower and a precisely cut neat firm stubble.



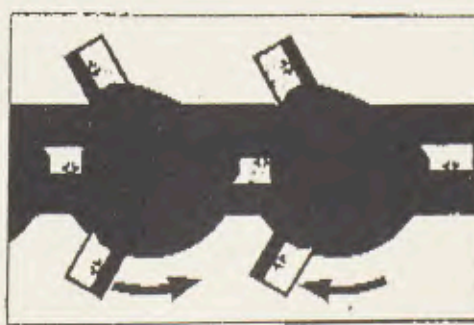
### One knife always at work

One of the three knives is always at work, so you can always cut evenly whatever the forward speed. The knife cuts every stem, the Vicon mower cannot 'bulldoze' or flatten the crop before the knife reaches it. You get faster regrowth from a better stubble and more crop in the swath.



### Discs in pairs for swath perfection

Discs are arranged in contra-rotating pairs, so the crop is carried swiftly over the cutter-bar without bunching or twisting. You will find the swath produced not only neat but evenly distributed to aid drying. Following equipment such as tedders, forage harvesters and balers can work faster behind a Vicon mower.



APR.

MAY

JUNE



**A. M. Buckler & Associates, Inc.**

11 Berkeley Road  
Avondale Estates, Georgia 30002  
(404) 299-0728

FLYMO GCT20 GRASSCUTTER

1992 LIST PRICE= \$795.00/ea

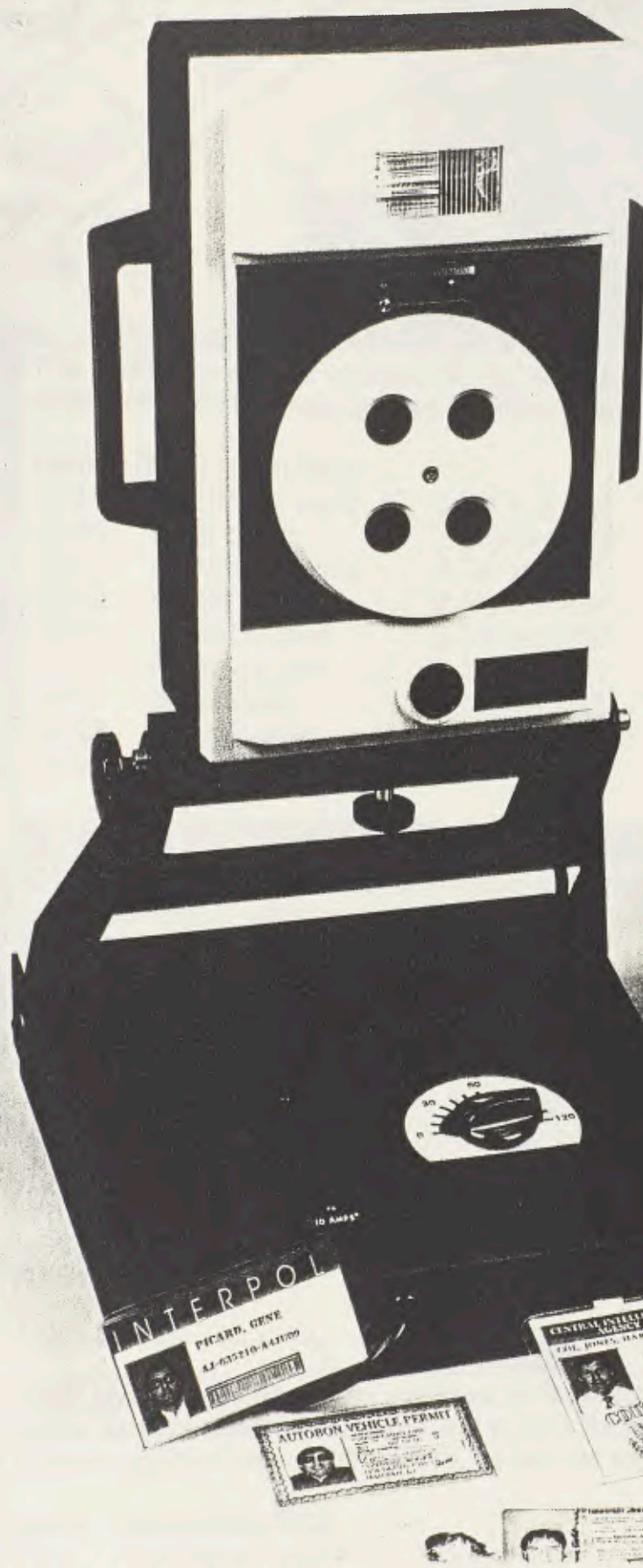
PRE-PAY PRICE= \$695.00/ea  
SIMPLY PAY BEFORE SHIPMENT

BILLED FROM: PRECISION SMALL ENGINE  
POMPANO BEACH, FL  
1-800-345-1960

APR.

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**"Make an identifying impression"**  
 Designed for economical, high volume, security ID production. You can get as many as four subject photos on each sheet of Polaroid Instant Film. Simply die cut photo, position on pre-printed card and run through your laminator.



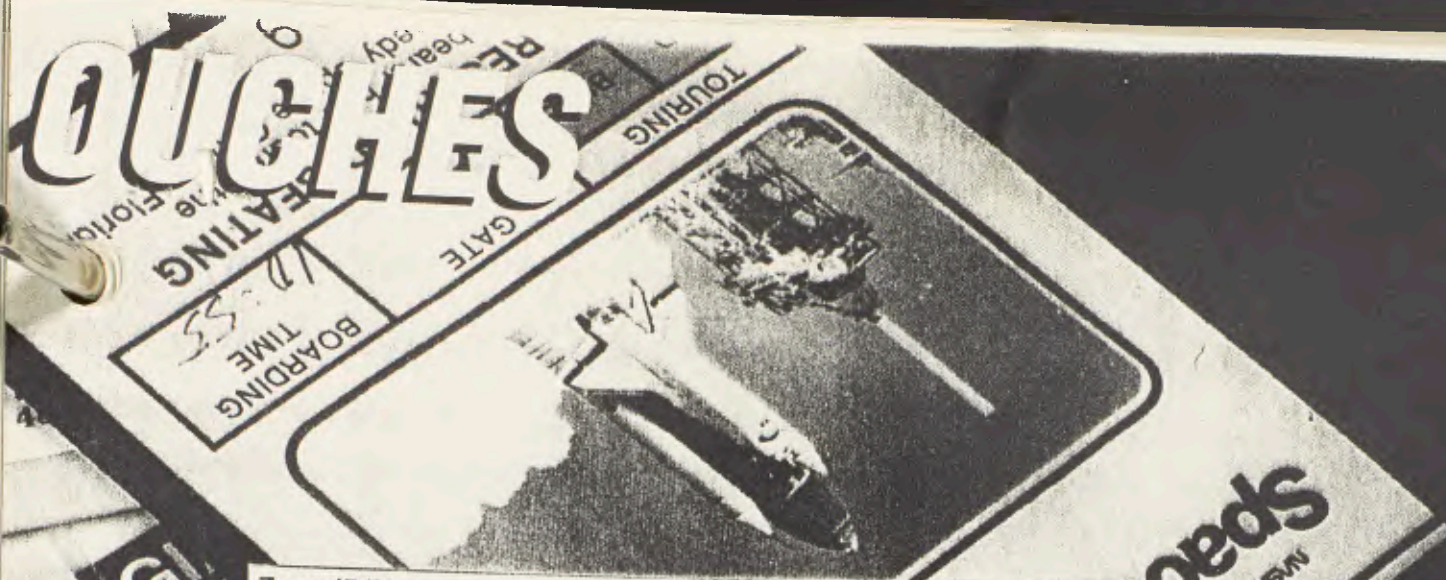
**USI M400 PHOTO ID CAMERA** is an economical, high quality camera that has been designed to fit the needs of small to medium volume ID system users. Computer designed optics, uses 667 and 669 Polaroid Professional films. Independently controlled shutters allow you to shoot 4 different subjects, one of each; 2 subjects twice each; or 4 pictures of the same subject on one sheet of film with less than 5 seconds between exposures. The ready interlock feature prevents possible double exposure of the film. The USI M400 Camera is designed to update your photo ID system without breaking your budget. Retail 895.00

0962	M400 Camera	\$499.00
0978	ID Cutter (1" x 1 1/4")	\$189.00
0979	Power Pedestal	\$169.00
0980	Carry Case	\$169.00
1148	T667 B&W Film (twin pack)	\$17.85
1149	T669 Color Film (twin pack)	\$25.85
1649	Model 400 4" Pouch Laminator	\$98.95

**PHOTO ID STARTER KIT : 1 M400 Camera, 1 Photo Die Cutter, 1 Power Pedestal, 1 Carry Case, 1 Slot Punch, 1 Model 400 4" Laminator**  
 # 2095  
**only \$998.00**  
 Retail value \$1,711.00      **SAVE OVER \$150.00**

APR.  
 MAY  
 JUNE





**7 MIL (5/2) CLEAR POUCHES** encapsulate your items in a heavyweight, rigid layer of protection. Ideal for luggage tags or military cards. **100/Box**

Item#	Description/Size	Each	10+
0024	business card 2 1/4"x 3 3/4"	12.50	11.50
0145	data card 2 5/16"x 3 1/4"	11.75	10.50
0063	drivers license 2 3/8"x 3 5/8"	12.95	11.95
0049	credit card 2 1/8"x 3 3/8"	11.25	10.23
0226	military card 2 5/8"x 3 7/8"	14.25	12.95
0202	luggage tag 2 1/2"x 4 1/4"	14.75	13.25
0167	large card 2 1/2"x 4 1/4"	14.75	13.25
0152	jumbo card 2 15/16"x 4 1/8"	16.50	14.95
0746	video 4"x 6"	27.75	25.25

**10 MIL (4/6) CLEAR POUCHES** provide the ultimate in rigidity and protection. These pouches are best suited for outdoor applications, or anywhere else that requires super rigid, heavyweight protection. **100/Box**

Item#	Description/Size	Each	10+
0025	business card 2 1/4"x 3 3/4" ✓	13.25	11.95
0146	data card 2 5/16"x 3 1/4"	12.50	11.25
0064	drivers license 2 3/8"x 3 5/8"	13.75	12.50
0050	credit card 2 1/8"x 3 3/8"	11.95	10.95
0227	military card 2 5/8"x 3 7/8"	14.95	13.50
0203	luggage tag 2 1/2"x 4 1/4"	15.50	13.95
0168	large card 2 1/2"x 4 1/4"	15.50	13.95
0151	jumbo card 2 15/16"x 4 1/8"	16.95	15.25

**10 MIL (4/6) COLORED ID POUCHES** available in clear front with a white, red, green, yellow or blue transparent back that makes these pouches a must for all security applications, color coding, as well as speciality displays. **50/Box**

Item#	Description/Size	Each	10+
F01	business card 2 1/4"x 3 3/4"	15.95	14.95
F02	data card 2 5/16"x 3 1/4"	12.95	11.50
F03	credit card 2 1/8"x 3 3/8"	12.95	11.50
F04	military card 2 5/8"x 3 7/8"	14.50	12.95
F05	jumbo card 2 15/16"x 4 1/8"	16.50	14.95
F06	index/file 3 1/2"x 5 1/2"	21.50	19.50
F07	video card 4"x 6"	21.50	19.50



APR.

MAY

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**CALL TOLL FREE 1-800-243-4565**

**FAX (203) 481-7508**



CALLED COUNCIL MEETING  
FRIDAY, MARCH 20, 1992  
11:30 A.M.

A G E N D A

- A) Pros and cons of sod verses sprig to complete the golf course.

APR.

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CALLED COUNCIL MEETING  
FRIDAY, MARCH 20, 1992  
11:30 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis and Roger Everett, City Manager Kathy Williamson, Director of Utilities and Development Ken Crowe, Director of Finance Sandy Richards, Director of Golf Wade Queen, Greens Superintendent Jeff Hefner, Ed Driver and Pat O'Connor of Button Gwinnett Landfill and Resident Al Sandridge.

Meeting called to order at 11:40 a.m. by Mayor Haggard.

Quarterly Newsletter

City Manager Kathy Williamson presents a draft of the quarterly newsletter for the Mayor and Council to review and asks for corrections or comments. Discussion held on this matter.

Recycling

Ed Driver, Button Gwinnett Landfill, asks the Mayor and Council to consider changing the day for household garbage collection to Saturday instead of Wednesday. This will help them in collecting garbage and recyclables on the same day. Mr. Driver states that this could be advantageous to the city because if they have clean up day on Saturdays, most of the garbage could be collected the same day. A disadvantage is that this would increase traffic on Saturdays. Mr. Driver states that they can schedule trucks not to begin collecting until after 9:00 a.m. Mr. Driver also suggests delaying the start of the recycling program until after the Sugar Hill Festival. This way, the recycling program could be promoted before and during the festival. They will have representatives available at the festival to sign up participants and give out recycling bins. Discussion held on this matter. There was a general consensus among the Council to change the garbage collection day from Wednesday to Saturday and to delay the recycling program in order for it to coincide with the Sugar Hill Festival.

Sod vs. Sprig

Director of Golf Wade Queen submits a memo to the Mayor and Council giving the pros and cons of sod versus sprig. Refer to memo. Discussion held on this matter. Mayor Haggard asks if anyone spoke with Council Member Stanley regarding this issue. Council Member Bailey states that he did and Council Member Stanley was opposed to sodding simply because of the expense. City Manager Kathy Williamson asks if more water is required for sprigs than sod. Greens Superintendent Jeff Hefner states that it takes twice as much water for sprigs than sod. Mrs. Williamson asks if there is also more chemicals needed for sprigs than sod. Mr. Hefner states that there are more fertilizing and chemical costs to consider. Ed Driver states that as a golfer himself, he knows how important first impressions are and if there are mudholes, etc. on the course, first time golfers will not be back as quickly as if the course were more mature. Mr. Hefner states that by utilizing sod,

APR.

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JUNE

**CALLED COUNCIL MEETING  
FRIDAY, MARCH 20, 1992  
MINUTES, CONT'D.  
PAGE 2**

you have 18 months maturity ahead of sprigs to begin with. Mayor Haggard asks resident Al Sandridge for his opinion. Mr. Sandridge states that he is not a golfer, however, he has spoken with several golfers on this issue and they feel sod is the way to go. Mr. Sandridge agrees with them because it would mean more revenue earlier to offset the cost of sodding. Council Member Bailey asks if we will have to go out for bids to sod. Mr. Queen states no, it would be a change order to the existing contract with Southern Shaping. Mr. Queen states that the work would have to be done to Willard Byrd's satisfaction because he is the one to authorize payment for any draw requests before Southern Shaping could be paid. Council Member Bailey asks if the city has the funds to pay for the sod. Director of Finance Sandy Richards assures the Council that the city does have the funds to pay for the sod. Council Member Bailey feels that by sodding the golf course, it would probably only be an additional cost of approximately \$100,000 to the city once funds for extra watering, chemicals and fertilizer are added in to the sprig cost. Mr. Bailey feels this can be quickly offset by revenues due to immediate playing capabilities. Council Member Morris moves to authorize the funds to sod the golf course. This cost is approximately \$220,000. Second to the motion by Council Member Davis. Vote unanimous.

Mayor Haggard states that the Council needs to be prepared at the next Council Meeting to answer questions regarding non-residents, who are city customers, getting discounts on greens fees. He has received several complaints about this already. City Manager Kathy Williamson states that those customers are not sewer customers and the whole idea of the golf course was to establish more sewer capacity for residents.

Director of Golf Wade Queen states that now that the Council has agreed to sod the golf course, equipment will be needed more quickly than was estimated. Council Member Bailey moves to authorize the Director of Golf to make the necessary equipment purchases as needed with the approval of golf course liaisons Council Members Everett and Morris. Second to the motion by Council Member Morris. Vote unanimous.

**Upgrades to Computer**

Council Member Bailey states that the Director of Finance has obtained a quote from Deltronics Inc. for various needed upgrades to the PC she is utilizing. Refer to quote. Council Member Bailey moves to allocate up to \$800 for these upgrades. Second to the motion by Council Member Morris. Resident Al Sandridge states that he may be able to get a lower quote for the upgrades. Mr. Bailey states that if a lower quote can be obtained, it would be beneficial. His motion was only

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**CALLED COUNCIL MEETING  
FRIDAY, MARCH 20, 1992  
MINUTES, CONT'D.  
PAGE 3**

to allocate the funds. It is the Director of Finance's responsibility for procurement. Vote unanimous.

**EPD Permit for Landfill**

Ed Driver and Pat O'Connor, Button Gwinnett Landfill, are requesting the city amend its current lease agreement to include the entire acreage allocated for landfill use so that they can obtain only one permit from EPD. Discussion held on this matter. There is a general consensus among the Council to amend the lease agreement as requested by Button Gwinnett Landfill. The lease agreement amendment will have to be reviewed by the City Attorney first.

**Adjournment**

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

Meeting adjourned at 1:13 p.m.

*Judy Foster*

APR.

MAY

JUNE



# CITY OF SUGAR HILL

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

## COMPREHENSIVE PLAN

Although the City of Sugar Hill is constantly planning for future growth, through capital improvements budgeting and future land use, the city has been mandated by the State of Georgia to produce a Comprehensive Plan for the city.

The Mayor and Council appointed the Planning and Zoning Board to the task of developing the plan along with Mayes, Sudderth, and Etheridge Consultants. Public hearings will be held to inform the citizens of the progress of the plan. Work sessions are held at the Planning and Zoning Board's regularly scheduled meetings. The Comprehensive Plan will look into the future of the city and the projected growth.

## SUGAR HILL GOLF COURSE

The beautiful 18 hole Sugar Hill Golf Course will open officially on July 4, 1992. There will be festivities at the course for the entire weekend of the opening. There will be a special discount greens fees for residents of the city by obtaining a resident Golf Card. There is a fee of \$5.00 for the card which will allow the resident to play at the discounted rates. Information may be obtained by contacting the golf course.

## RECYCLING

Get excited because curbside recycling will start Wednesday May 20, 1992. Sanitation customers must sign a Pledge to Recycle Form and pay a \$5.00 deposit for their recycling bin. Forms and bins will be available at City Hall on a continuous basis after April 15th. When the sanitation customer moves from the city, they may turn their bin into the city for a deposit refund. A booth will be located at the Sugar Hill Festival for customers to sign their Pledge to recycle Form and receive their recycling bins. The recycling program is free to Sugar Hill Sanitation customers.

## SUGAR HILL FESTIVAL

Spring is coming and so is the Sugar Hill Festival on Saturday May 1, 1992. The day will be filled with a parade, crafts, clogging, bands, barbecue, youth softball tournaments, tennis tournaments, and much, much more! For more information, call 945-6716.

## LITTLE MISS SUGAR HILL

The Little Miss Sugar Hill Pageant will take place at North Gwinnett High School on May 2, 1992. Information concerning registration will be posted at City Hall and at various locations in Sugar Hill businesses.  
COME BE A PART OF THE FUN !!

## DID YOU KNOW?

- That the population of Sugar Hill has increased 160% from 1,745 in 1970 to 4,557 in 1990.
- State Highway 20 from SR400 to I-85 through Sugar Hill averages 8900 vehicles daily.
- Sugar Hill Elementary's current enrollment is 987 students. The facility has the capacity to accomodate 650 students.

APR.

MAY

JUNE





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

MEMORANDUM

TO: MAYOR & COUNCIL  
FROM: WADE QUEEN, DIRECTOR OF GOLF  
DATE: MARCH 16, 1992  
RE: SOD VERSES SPRIG

AS REQUESTED, THE FOLLOWING IS A LIST OF THE PROS & CONS OF SOD VERSES SPRIG TO COMPLETE THE GOLF COURSE, AS SEEN BY THE G.C. SUPERINTENDENT, JEFF HEFNER AND MYSELF.

ON THE PLUS SIDE, IT IS POSSIBLE TO HAVE THE COURSE IN PLAY BY THE FIRST PART OF MAY, ALLOWING US TO HAVE THE REVENUE OF UP TO TWO MONTHS. BASED ON THE NUMBER OF ROUNDS BUDGETED, THIS COULD PRODUCE UP TO \$276,000.00 OR 12,000 ROUNDS AT AN AVERAGE COST OF \$23.00. THIS WOULD ALSO ALLOW THE CONTRACTOR TO KEEP THE AREA BEING PREPARED COVERED WITH SOD AND HELP TO PREVENT EROSION. IT WOULD BE DESIRABLE TO SOD THE TEES V/S SPRIGGING. IN SHORT, WE WOULD HAVE A COURSE THAT WOULD BE AT LEAST ONE YEAR AHEAD OF WHAT IT COULD BE OTHERWISE.

ON THE NEGATIVE SIDE, THE CITY WOULD BE COMMITTING \$220,000.00 THAT WE MAY OR MAY NOT RECOVER SHOULD WE HAVE EXCESSIVE RAIN, THE CONTRACTOR FAIL TO MEET THE DEADLINE, OR WE DID NOT MEET OUR BUDGETED NUMBER OF ROUNDS. IT WOULD ALSO BE NECESSARY TO PURCHASE THE REMAINDER OF EQUIPMENT NEEDED AND HIRING OF NECESSARY PERSONNEL, CREATING A DEMAND FOR FUNDS SOONER THAN HAD BEEN ANTICIPATED.

APR.

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JUNE

1992 FY Variances	Cash Flow Anal			
	JAN	FEB	MAR	APR
*****				
OPERATIONS:				
Proj. Revenues:	\$515,592.74	\$541,887.77	\$200,730.00	\$414,980.00
Proj. Expenses:	\$390,784.86	\$338,816.68	\$339,152.00	\$319,927.00
Sub-Variance:	\$124,807.88	\$203,071.09	(\$138,422.00)	\$95,053.00
NON-BUDGETARY:				
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00
'74 Bond Principle:				
Golf Construction:	\$54,292.98	\$53,776.11	\$324,321.00	\$140,940.00
Sewer Construction:	\$16,348.35	\$1,617.98		
Southside WWTP:			\$6,000.00	\$6,100.00
Non-Budget Subtotal:	\$78,941.33	\$63,694.09	\$338,621.00	\$155,340.00
PROPOSED ACTIONS:				
GEFA Loan:			\$25,000.00	\$25,000.00
Clubhouse Const:			\$30,500.00	\$70,000.00
Proposed Subtotal:	\$0.00	\$0.00	\$55,500.00	\$95,000.00
TOTAL VARIANCE:	\$45,866.55	\$139,377.00	(\$532,543.00)	(\$155,287.00)
MONTHLY BALANCES:	\$968,631.55	\$1,108,008.55	\$575,465.55	\$420,178.55
As calculated using 1991 Carryover & Reserves of:	\$922,765.00			

APR.

MAY

JUNE



ysis Report -Projected Variance of Budgeted & Proposed Actions

MAY	JUNE	JULY	AUG	SEPT
*****				
\$414,980.00	\$665,980.00	\$239,930.00	\$419,430.00	\$328,680.00
\$321,315.00	\$367,299.00	\$351,626.00	\$359,347.00	\$323,360.00
\$93,665.00	\$298,681.00	(\$111,696.00)	\$60,083.00	\$5,320.00
\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00
		\$52,000.00		\$17,000.00
\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00
\$14,400.00	\$14,400.00	\$66,400.00	\$14,400.00	\$31,400.00
\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	
\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$25,000.00
(\$15,735.00)	\$189,281.00	(\$273,096.00)	(\$49,317.00)	(\$51,080.00)
\$404,443.55	\$593,724.55	\$320,628.55	\$271,311.55	\$220,231.55

APR.  
MAY  
JUNE

OCT	NOV	DEC	TOTALS
*****			
\$545,630.00	\$475,650.00	\$451,150.00	\$5,214,620.51
\$384,048.00	\$382,423.00	\$386,093.00	\$4,264,191.54
\$161,582.00	\$93,227.00	\$65,057.00	\$950,428.97
\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
		\$10,000.00	\$10,000.00
			\$642,330.09
\$6,100.00	\$6,100.00	\$6,100.00	\$0.00
			\$60,900.00
\$14,400.00	\$14,400.00	\$24,400.00	\$812,830.09
\$25,000.00	\$25,000.00	\$25,000.00	\$250,000.00
			\$380,500.00
\$25,000.00	\$25,000.00	\$25,000.00	\$630,500.00
\$122,182.00	\$53,827.00	\$15,657.00	
\$342,413.55	\$396,240.55	\$411,897.55	= '92 Carry

APR.  
MAY  
JUNE



DESIRED UPGRADES

1. To increase the memory from 1 meg of RAM to 3 meg of RAM	\$150.00
2. To purchase a Samsung Super VGA color monitor for graphs	\$350.00
3. Install a modified graphics card for high resolution graphs	\$79.00
4. Purchase a mouse with a mouse driver for greater flexibility in creating graphs	\$69.00
5. Installation - will not do on-sight installation. This price is if we took the computer to them to install.	<u>\$75.00</u>
TOTAL	\$723.00

The price quoted is from Deltronics, Inc. who sold us the computer.

APR.

MAY

JUNE

WORK SESSION  
MONDAY, MARCH 9, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Roger Everett, and Jim Stanley, City Manager Kathy Williamson, and City Auditor Rymon Wilborn.

Work session commenced at 7:13 p.m.

Budget & Finance

Council Member Bailey presents a financial report showing the projected and actual revenues, expenditures and variances, including the variances between February and March. Refer to report. Council Member Bailey reports to Council Member Stanley that there was an amendment to the budget he received. There was a line item which had a negative balance because it had been miscoded.

1991 Audit Presentation

City Auditor Rymon Wilborn is requesting the 1991 audit presentation be delayed until next month so he has more time to review the golf course finances. Mr. Wilborn states that he still needs to verify assets at the golf course. There was a general consensus to delay the 1991 audit presentation until next month. Council Member Stanley states that he wants an accurate report of the golf course finances and to be assured that bond money has been spent in accordance with the bond covenants. The Council asks the City Manager to set up a work session with Mr. Wilborn, once he has completed the audit, before the next Council Meeting to discuss the audit in detail.

Clubhouse

Discussion is held on whether to build a clubhouse now or lease a modular home and construct the clubhouse at a later date.

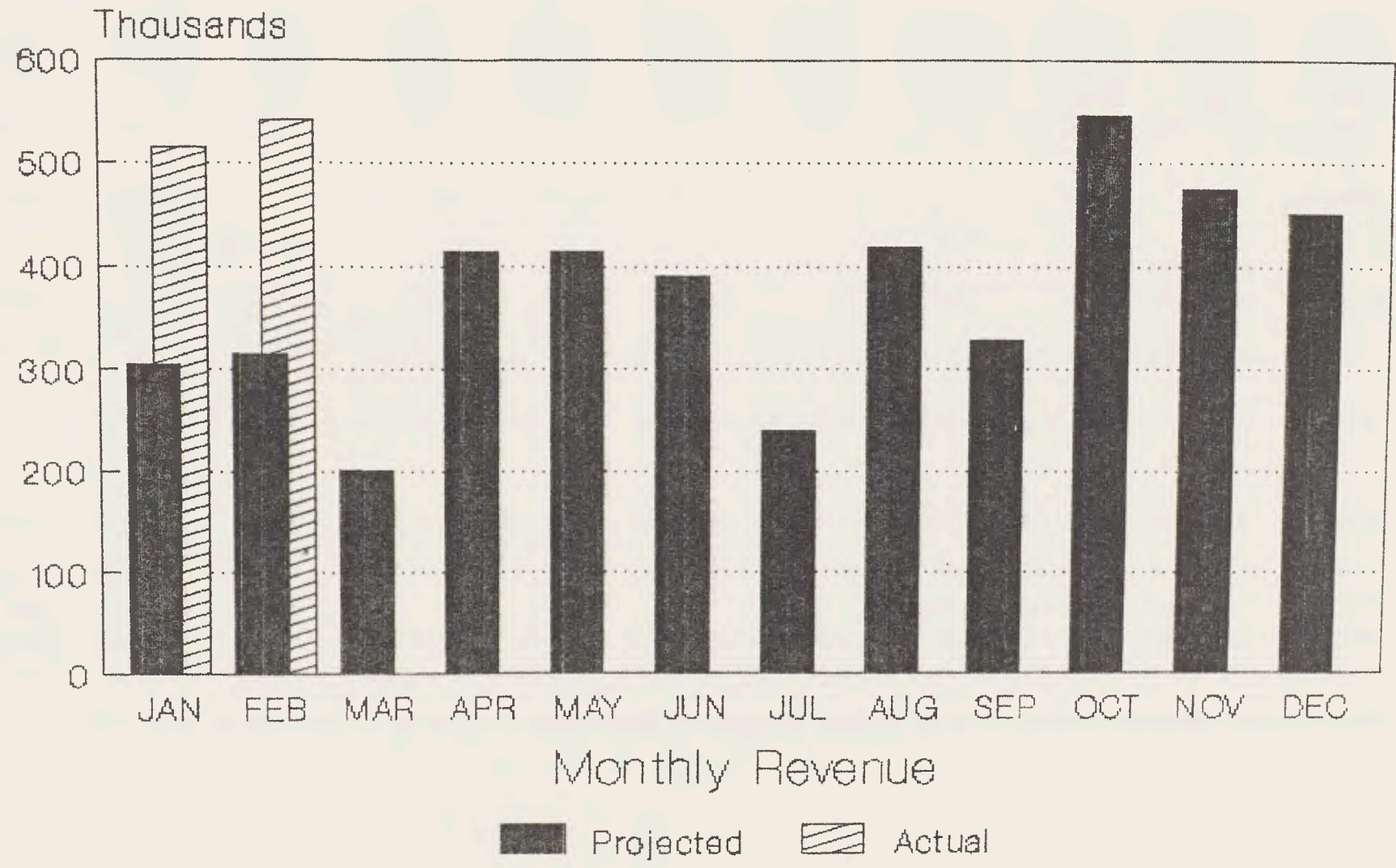
Work session adjourned at 7:40 p.m.

*Judy A. Foster*



# Revenues-Projected & Actual

## FY 1992 City of Sugar Hill



Dollars

JUNE

MAY

APR.

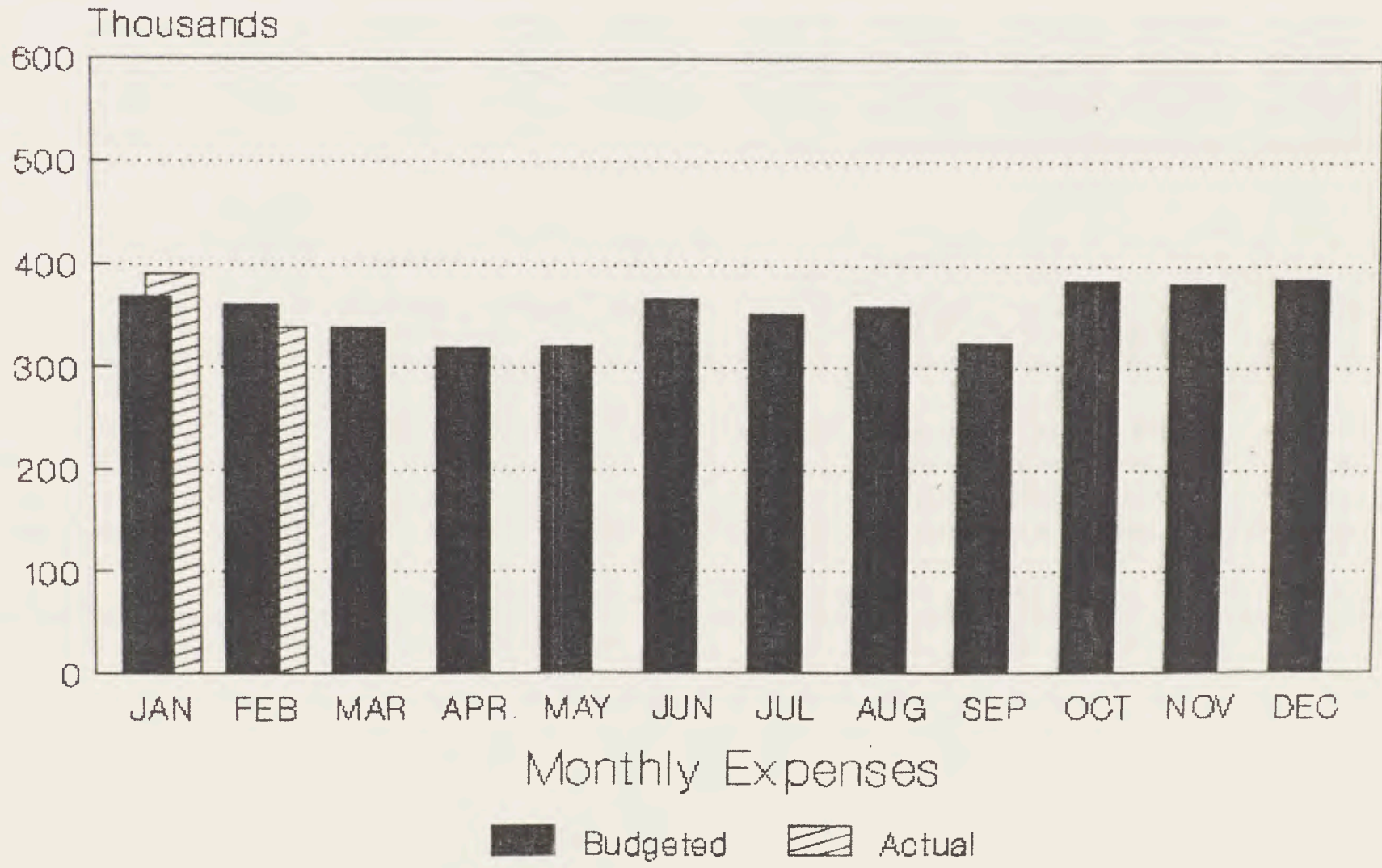
City of Sugar Hill  
Cash Flow Analysis Report -Projected Revenues

1992 FY Revenues	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
*****													
I. Non-Seasonal													
A. General	\$24,698.87	\$32,097.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$258,675.87
B. Sanitation	\$22,581.34	\$22,408.81	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$228,990.15
C. Gas	\$1,075.00	\$1,800.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$33,875.00
D. Water	\$3,675.00	\$2,264.70	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$82,939.70
E. Street & Bridge	\$910.58	\$578.82	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$8,489.40
F. Sewer	\$695.50	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$12,695.50
I. Sub-totals:	\$59,576.29	\$59,089.33	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$625,665.62
II. Seasonal													
A. General:													
Property Tax	\$58,569.54	\$5,234.05		\$50.00	\$50.00	\$50.00			\$50.00		\$126,000.00	\$126,000.00	\$316,003.59
Gas. Pwr Fee		\$100,675.23											\$100,675.23
So. Bell Fee								\$18,000.00					\$18,000.00
NE Cable Fee		\$12,413.73											\$12,413.73
Insur Fee										\$70,000.00			\$70,000.00
A. Sub-total:	\$58,569.54	\$118,323.01	\$0.00	\$50.00	\$50.00	\$50.00	\$0.00	\$18,000.00	\$50.00	\$70,000.00	\$126,000.00	\$126,000.00	\$517,092.55
B. Gas Fund:													
Gas Sales	\$309,029.10	\$314,062.93	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$198,000.00	\$198,000.00	\$198,000.00	\$1,877,192.03
C. Water Fund:													
Water Sales	\$70,922.17	\$18,406.74	\$40,610.00	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$40,610.00	\$40,610.00	\$40,610.00	\$40,610.00	\$639,828.91
D. Street & Bridge:													
County Tax										\$70,000.00			\$70,000.00
E. Sewer Fund:													
Sewer Sales	\$23,467.05	\$32,005.76	\$14,520.00	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$252,272.81
Sewer Taps				\$175,000.00	\$175,000.00	\$150,000.00							\$500,000.00
E. Sub-total:	\$23,467.05	\$32,005.76	\$14,520.00	\$199,840.00	\$199,840.00	\$174,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$752,272.81
F. Golf Course:	\$28.59							\$161,500.00	\$127,900.00	\$101,200.00	\$45,220.00	\$20,720.00	\$456,568.59
II. Sub-total:	\$462,016.45	\$482,798.44	\$149,430.00	\$363,680.00	\$363,680.00	\$339,680.00	\$188,630.00	\$368,130.00	\$277,380.00	\$494,330.00	\$424,350.00	\$399,850.00	\$4,312,954.89
TOTAL REVENUE:	\$515,592.74	\$541,887.77	\$200,730.00	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$4,936,620.51
*****													



# Expenditures - Budgeted & Actual

## FY 1992 City of Sugar Hill



Dollars

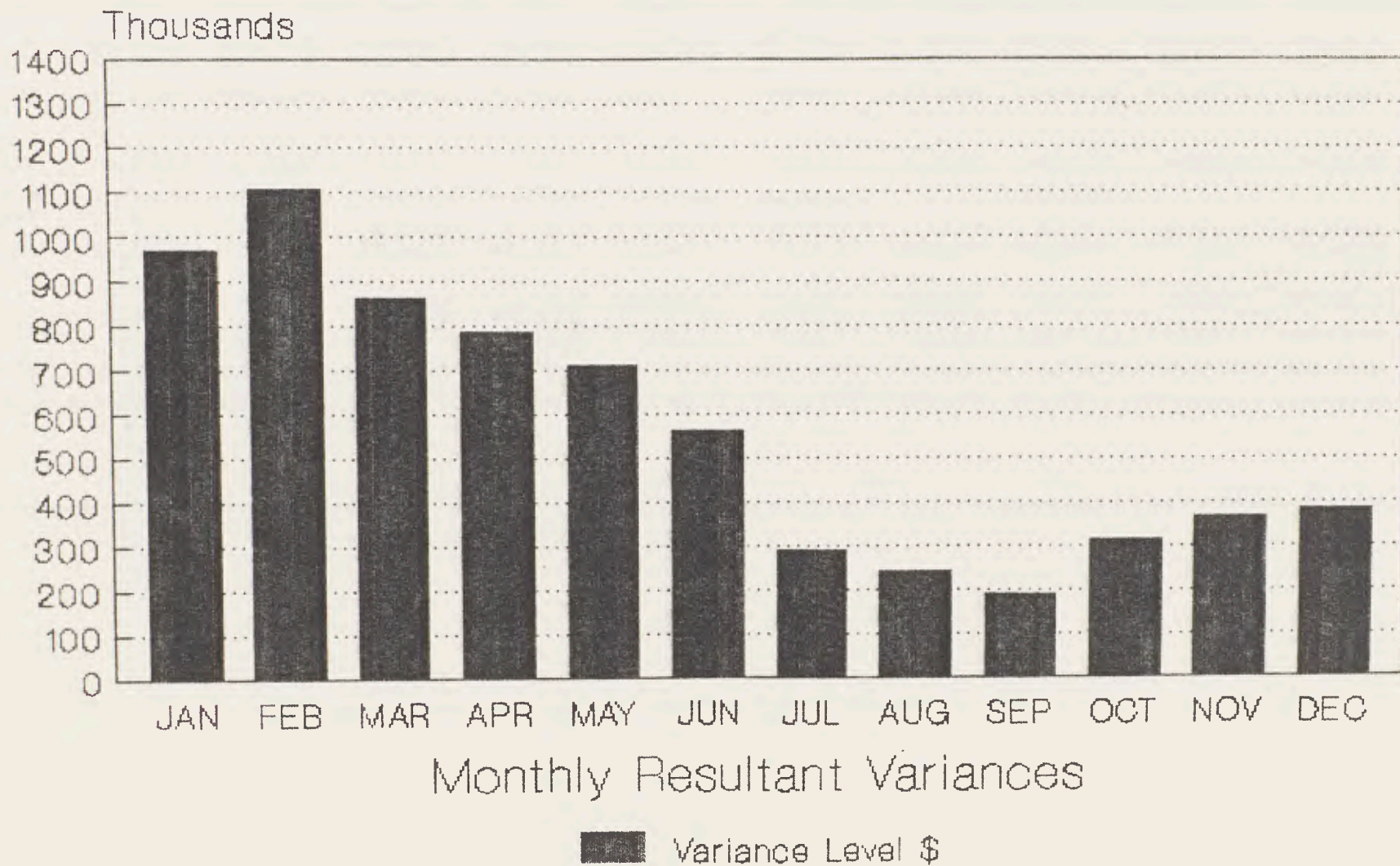


City of Sugar Hill  
Cash Flow Analysis Report - Budgeted Expenditures

1992 FY Expenses	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
I. Non-Seasonal													
A. General	\$64,337.80	\$42,200.65	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$532,538.45
B. Sanitation	\$22,593.86	\$20,976.33	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$216,572.19
C. Gas	\$26,215.55	\$50,021.79	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$332,637.34
D. Water	\$47,024.79	\$29,814.01	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$384,838.80
E. Street & Bridge	\$8,582.27	\$6,189.67	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$172,771.94
F. Sewer	\$46,018.02	\$41,383.26	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$587,401.28
I. Sub-Totals:	\$214,772.29	\$192,587.71	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$181,900.00	\$2,226,360.00
II. Seasonal													
A. General:			\$8,700.00		\$1,500.00	\$20,000.00		\$6,000.00				\$6,000.00	\$8,700.00
Audit/Rectg			\$25,000.00										\$1,500.00
Festival			\$6,000.00										\$45,000.00
Prop & Liab Ins													\$24,000.00
Workers Comp													
A. Sub-total:	\$0.00	\$0.00	\$39,700.00	\$6,000.00	\$1,500.00	\$20,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$79,200.00
B. Gas Fund:													
Gas Cost	\$109,486.70	\$94,079.56	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$959,868.26
C. Water Fund:													
Water Cost	\$24,747.87	\$19,073.16	\$19,400.00	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$19,400.00	\$19,400.00	\$19,400.00	\$19,400.00	\$306,771.03
D. Golf Course:													
Sub-total:	\$176,012.57	\$146,228.97	\$157,252.00	\$139,027.00	\$139,415.00	\$185,399.00	\$169,726.00	\$177,447.00	\$141,460.00	\$202,148.00	\$200,523.00	\$204,193.00	\$2,037,831.54
TOTAL EXPENSES:	\$390,784.86	\$338,816.68	\$339,152.00	\$319,927.00	\$321,315.00	\$367,299.00	\$351,626.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,264,191.54



# Variiances with Proposed Actions FY 1992 City of Sugar Hill



Dollars

JUNE

MAY

APR.

Report CASHFLW3

City of Sugar Hill  
Cash Flow Analysis Report -Projected Variance of Budgeted & Proposed Actions

3/ 9/1992

1992 FY Variances	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
OPERATIONS:													
Proj. Revenues:	\$515,592.74	\$541,887.77	\$200,730.00	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$4,938,620.51
Proj. Expenses:	\$390,784.86	\$338,816.68	\$339,152.00	\$319,927.00	\$321,315.00	\$367,299.00	\$351,626.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,264,191.54
Sub-Variance:	\$124,807.88	\$203,071.09	(\$138,422.00)	\$95,053.00	\$93,665.00	\$22,681.00	(\$111,696.00)	\$60,083.00	\$5,320.00	\$161,582.00	\$93,227.00	\$65,057.00	\$674,428.97
NON-BUDGETARY:													
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
'74 Bond Principle:													\$10,000.00
Golf Construction:	\$54,292.98	\$53,776.11	\$61,000.00	\$61,000.00	\$61,000.00	\$61,000.00	\$52,000.00		\$17,000.00				\$421,069.09
Sewer Construction:	\$16,348.35	\$1,617.98											\$17,966.33
Southside WWTP:			\$6,000.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$60,900.00
Non-Budget Subtotal:	\$78,941.33	\$63,694.09	\$75,300.00	\$75,400.00	\$75,400.00	\$75,400.00	\$66,400.00	\$14,400.00	\$31,400.00	\$14,400.00	\$14,400.00	\$24,400.00	\$609,535.42
PROPOSED ACTIONS:													
GEFA Loan:				\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$225,000.00
Clubhouse Const:		[Eng/siteplan]	\$30,500.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$380,500.00
Proposed Subtotal:	\$0.00	\$0.00	\$30,500.00	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$605,500.00
TOTAL VARIANCE:	\$45,866.55	\$139,377.00	(\$244,222.00)	(\$75,347.00)	(\$76,735.00)	(\$147,719.00)	(\$273,096.00)	(\$49,317.00)	(\$51,080.00)	\$122,182.00	\$53,827.00	\$15,657.00	(\$540,606.45)
MONTHLY BALANCES:	\$968,631.55	\$1,108,008.55	\$863,786.55	\$788,439.55	\$711,704.55	\$563,985.55	\$290,889.55	\$241,572.55	\$190,492.55	\$312,674.55	\$366,501.55	\$382,158.55	= '92 Carry
As calculated using 1991 Carryover & Reserves of:	\$922,765.00												

JUNE

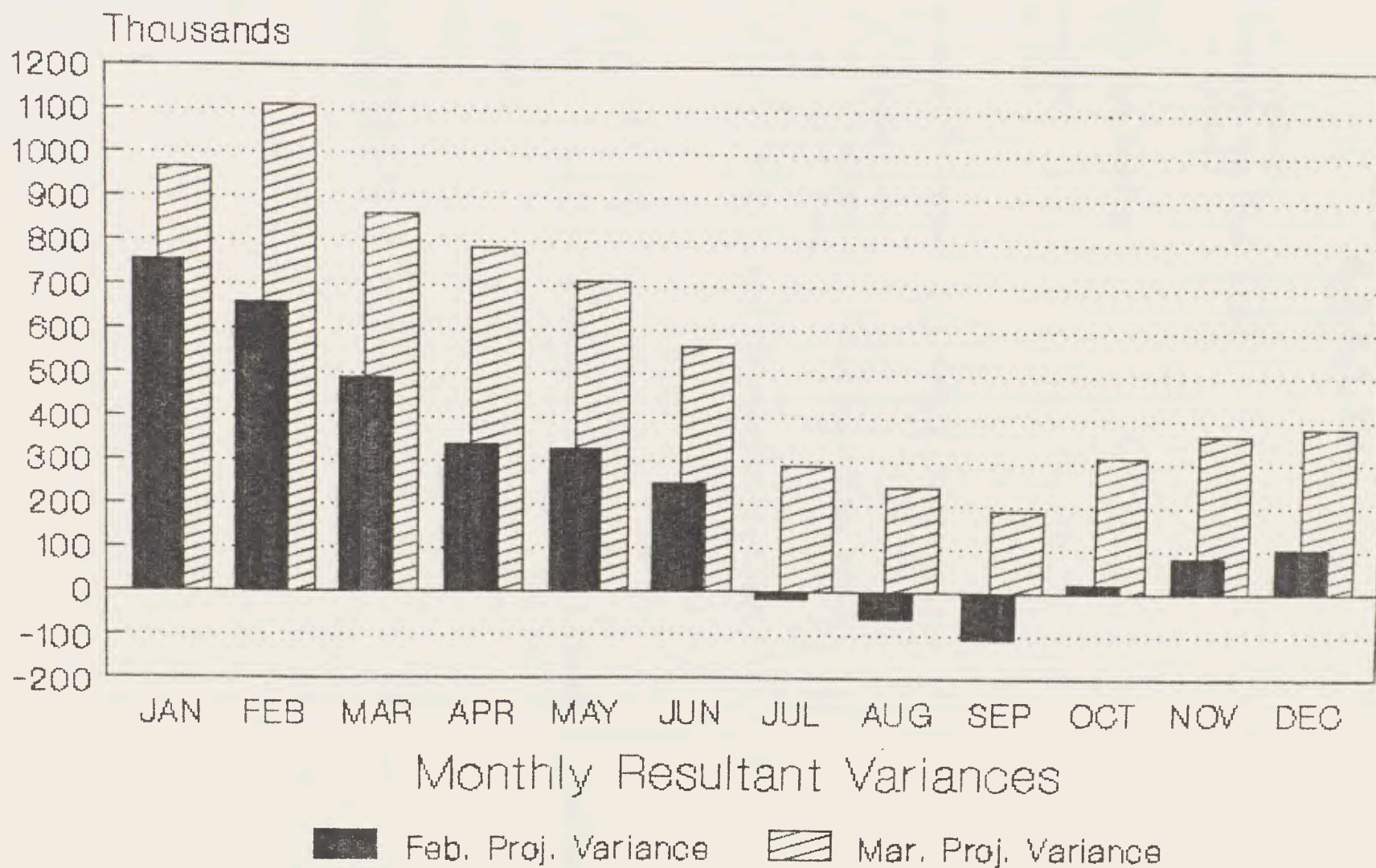
MAY

APR.



# Variances - Feb vs March

## FY 1992 City of Sugar Hill



Dollars

MAYOR & COUNCIL MEETING  
MONDAY, MARCH 9, 1992  
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) Ordinance Regarding Under Age Sales Violations
- B) Clubhouse Plans
- C) Site Plan for Clubhouse
- D) Sewer Line from Clubhouse to Suwanee Dam Road
- E) Greens Fees and Cart Fees
- F) SRF Engineering Study
- G) Proposed Alternate Route for Interceptor Line
- H) Zoning Map

New Business

- A) 1991 Audit Presentation
- B) 1992 Audit Bids
- C) Gwinnett Co. P&Z Commission Stipend - Council Member Stanley

City Manager's Report

City Clerk's Report

Director of Golf's Report

- A) Equipment Requests

Council Reports

Citizen's Comments

Adjournment

APR.

MAY

JUNE



MAYOR & COUNCIL MEETING  
MONDAY, MARCH 9, 1992  
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, March 6, 1992.

In attendance: Mayor George Haggard and Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley.

Meeting called to order at 7:45 p.m. by Mayor Haggard and he apologizes for the delay in the start of the meeting.

There was a silent invocation, followed by the pledge to the flag.

Minutes

Council Member Stanley states that on page 2 of the February 10, 1992 minutes, under MECA SEWER CAPACITY PREPAYMENT AGREEMENT, the wording should be "shall not exceed Gwinnett County's fees by more than 10%" instead of "shall not exceed 10% of Gwinnett County's fees". Mr. Stanley also questions whether sewer tap fees were raised or lowered, page 4 of the February 10, 1992 minutes, because he never understood our sewer tap fees to be \$4,400. Council Member Bailey explains that they were lowered according to the sewer tap fee of \$4,400 which was utilized in budgeting. Mr. Stanley states that he stands corrected. Council Member Morris moves to approve the minutes from last month's meetings, with the exception that page 2 of the February 10, 1992 minutes be corrected as noted. Second to the motion by Council Member Bailey. Vote unanimous.

Planning & Zoning Board

City Manager Kathy Williamson reports that there was no Planning & Zoning Board Meeting last month. Council Member Stanley recommends the Council have a work session with the Planning & Zoning Board to discuss how they serve the city and how the Appeals Board fits into the process and what comes to the Mayor and Council and what doesn't. He feels this would be beneficial to both the new Boardmembers and to the Mayor and Council. He suggests meeting with them briefly at the next regularly scheduled Planning & Zoning Board Meeting, which is a week from today. City Clerk Judy Foster states that the Board will be reviewing the Comprehensive Plan again at that meeting. Mr. Stanley states that this would be good for the Council to attend anyway. Mayor Haggard asks the City Clerk to get out notices of the meeting to the Council and those who can attend, will attend.

Appeals Board

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



Recreation Board

Council Member Davis gives a report on projects of the Recreation Board. Refer to minutes. The Little Miss Sugar Hill Pageant will be held on May 2, 1992 at the North Gwinnett High School Auditorium.

Budget & Finance

Director of Finance Sandy Richards submits a memo with February's end of month balances. Refer to memo. She states that the city received some franchise taxes in February which were not expected until March. Therefore, this has helped the cash flow analysis Council Member Bailey submitted to the Council during the work session.

Under Age Sales Violations

City Manager Kathy Williamson states that the City Attorney has submitted an opinion letter regarding under age sales violations. Mrs. Williamson states that the City Judge must set the fines and the Mayor and Council are the ones to suspend or revoke licenses. The Council cannot set fines and the Judge cannot suspend or revoke licenses. There are specific state laws regarding fines in which the City Judge has to abide by. Mr. Thompson does not recommend the Council restrict their powers to suspend or revoke licenses by setting up such a policy. He recommends the Council review each case individually. Council Member Stanley asks if the Council can set limits on fines. Mrs. Williamson states that the city has a \$1,000 maximum fine in our City Court. Mr. Stanley asks if it is the City Attorney's opinion not to take any action on this matter. Mrs. Williamson states yes.

Clubhouse Plans

Council Member Everett states that there is no way that a clubhouse could be constructed and completed before July 4. He recommends to table the clubhouse at this time and lease a temporary mobile home for the clubhouse. Mr. Everett asks the Director of Golf about the clubhouse specs. Director of Golf Wade Queen states that there were never any specs drawn up of the clubhouse, this will have to be done. Mr. Queen has obtained bids for a temporary structure. The mobile home he is recommending is a 60 x 12 mobile home and it would cost \$395 per month to lease. There are also additional costs in setting up the mobile home such as skirting and delivery and return freight and knockdown costs when the mobile home is moved back out. Refer to bid. Mr. Queen states that this mobile home meets all requirements for handicap access, as long as a front deck and ramp are installed. The only concern he has is that the Health Department may require two bathrooms and the mobile home only has one. Two bathrooms would require a double wide and the cost per month to lease would be \$750.

(A)

APR.

MAY

JUNE



Council Member Stanley asks if we could construct another bathroom in the single wide. Mr. Queen states that he is not sure since it is a leased structure and besides that, there is not any extra space in the single wide for another bathroom. Council Member Morris asks why not get a double wide. Mr. Queen states that a single wide would be adequate if the second bathroom is not needed. He states that most golf courses he has visited which have had temporary structures, were single wides and only had one bathroom. Council Member Everett moves to authorize the Director of Golf to obtain a temporary single wide mobile home for use as clubhouse and if two bathrooms are required, the Director of Golf must either have another bathroom installed in the single wide or go to a double wide mobile home. Second to the motion by Council Member Morris. Vote unanimous.

#### Site Plan for Clubhouse

City Manager Kathy Williamson states that a site plan has to be devised for drainage purposes for the clubhouse site. Frank Meaders of Piedmont Olsen Hensley states that he has obtained a hydro study for that site which can be used to determine the existing conditions. Therefore, this will reduce their proposal by \$1,500, which would make it \$13,600. Mrs. Williamson recommends utilizing a cost plus fee, not to exceed \$13,600, because it may save the city money instead of doing a lump sum agreement. Council Member Stanley states that by doing this, if it becomes necessary to upset the limit, it would cost the city more money. Mr. Meaders states that he would be willing to include a stipulation that if the scope of services and the variables do not change, they will not ask for the limit to be increased. Council Member Stanley moves to accept Piedmont Olsen Hensley's proposal of cost plus fee, not to exceed \$13,600 for the site plan for the clubhouse. Second to the motion by Council Member Bailey. Vote unanimous.

#### Sewer Line from Clubhouse to Suwanee Dam Road

City Manager Kathy Williamson states that Piedmont Olsen Hensley has submitted a proposal for the design of the sewer line from the clubhouse to the liftstation and the force main on out to Suwanee Dam Road. Mr. Meaders addresses this matter and explains why it is needed at this time instead of after paving is done. Mrs. Williamson states that the city will do the labor and the cost of materials is approximately \$2,500. Council Member Morris moves to authorize Piedmont Olsen Hensley to design the sewer line for \$4,200 and the city to run the sewer line. Second to the motion by Council Member Everett. Vote unanimous.

(P)

Greens Fees and Cart Fees

Director of Golf Wade Queen recommends charging the following fees:

Residents - \$23.20 weekend and \$21.00 weekday

Non-residents - \$36.00 weekend and \$28.00 weekday

These fees include greens fees and half cart. These fees were projected on 40,000 rounds of play, utilizing 80% non resident play and 20% resident play. Mr. Queen states that whether or not walkers would be permitted and discounts for students, senior citizens, etc. could be decided on at a later date. Council Member Stanley moves to approve the fee structure recommended by the Director of Golf and to authorize him to devise such promotions as he deems necessary to optimize play and promote maximum revenue for the golf course. Second to the motion by Council Member Bailey. Vote unanimous.

SRF Engineering Study

City Manager Kathy Williamson states that this is the study necessary to apply for the SRF loan and she believes Mr. Meaders has an adjustment to their proposal on this matter also.

Mr. Meaders states that they have obtained information on demographics and population projections through Mayes, Sudderth and Etheridge, who are doing the Comprehensive Plan for the city, therefore, this would reduce the proposal by \$1,000.

The proposal is now \$8,350 and can be done on a cost plus basis, not to exceed the limit. Council Member Bailey moves to accept Piedmont Olsen Hensley's proposal of cost plus fee, not to exceed \$8,350 to complete the SRF engineering study. Second to the motion by Council Member Morris. Vote unanimous.

Proposed Alternate Route for Interceptor Line

Mr. Meaders states that they are proposing an alternate route to remove the city from the Emerald Lakes property owned by Baron Herman. This will help to obtain easements. City Manager Kathy Williamson states that there is no difference in cost of the line to go the alternate route. Council Member Everett moves to re-route the interceptor line as recommended by Piedmont Olsen Hensley. Second to the motion by Council Member Morris. Vote unanimous.

Zoning Map

Mr. Meaders presents the final zoning map which he believes to be correct after conferring with the City Clerk and making adjustments as needed. Mr. Meaders states that he is working on an overlay which will show the proposed outer loop to be used in conjunction with the zoning map. Council Member Stanley states that he understands this map is only a redrawing and does not change the zoning map or zoning ordinance. Therefore, Council Member Stanley moves to authorize the Mayor to sign the map whenever the City Clerk approves it. Second to the motion by Council Member Bailey. Vote unanimous.



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1991 Audit Presentation

Mayor Haggard states that the City Auditor asked for an extension on the 1991 Audit Presentation during the work session earlier. The audit will be presented at the April Council Meeting.

Gwinnett Co. Planning Commission Stipend

Council Member Stanley states that he has attended a few County Planning Commission Meetings and understands the procedures. Therefore, he does not feel it is necessary for him to attend every meeting, only those that may effect the City of Sugar Hill. Mr. Stanley also states that the County Ordinance states that the Commissioners shall be paid \$75 per meeting by the appointing authority, which is the city. Mayor Haggard recommends Mr. Stanley be paid a stipend for his work at the County. Council Member Bailey moves to authorize the person appointed by the Council to serve on the Gwinnett Co. Planning Commission, be paid a stipend of \$75 per meeting and that they only attend those meetings directly effecting the City of Sugar Hill. Second to the motion by Council Member Everett. Vote unanimous.

Council Member Stanley briefly reviews a Rezoning Request and Special Use Permit Request which is on the agenda for an upcoming County Planning Commission Meeting. Discussion held on this matter.

1992 Audit Bids

Director of Finance Sandy Richards states that it is time to rotate auditors since Rymon Wilborn has completed the audit for the past three years. Mrs. Richards states that she notified several firms but only received four bids. She had recommended at an earlier Council Meeting to delay the presentation of the audit until May in an effort to save money, however, since then, she has decided not to do that. Mrs. Richards is recommending the Council hire Meeks & Whitaker to complete the 1992 audit for \$9,200. Refer to bids. Meeks & Whitaker has alot of experience with government agencies and they are familiar with the TBS software that we have. Council Member Morris moves to hire Meeks & Whitaker to complete the 1992 Audit. Second to the motion by Council Member Bailey. Vote unanimous.

Equipment Requests for Golf Course

Director of Golf Wade Queen reviews the equipment list he is requesting. Refer to memo and bids. All these items were budgeted for this year. Council Member Stanley requests a list of items the golf course has purchased up to this date. Mr. Queen states that he has this on the computer and he will print out a list for Mr. Stanley. Council Member Morris moves to authorize the funds for the low bid on each of the items Mr. Queen has requested. Second to the motion by Council Member Davis. Vote unanimous.

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Council Reports

Council Member Bailey states that he attended a Road Impact Meeting with the City Manager at the County and found the proposed fees to be shocking. These impact fees have to be established by November 1, 1992.

Mr. Bailey also reports that the new computer system has been installed and is working well. He intends to work with the Director of Finance to obtain bids for a laser printer for the office.

Council Member Morris encourages those residents in attendance to visit the golf course if they have not already done so.

Council Member Stanley states that the work session held before the Council Meeting was very helpful and he suggests doing this before every regular Council Meeting. There is a general consensus among the Council to do this.

City Manager Kathy Williamson reports that the quarterly newsletter will be going out the end of this month and will include information about recycling. She also wishes to thank Council Member Bailey for his support with the finances.

City Clerk Judy Foster asks the Mayor and Council to contact her if they have anything specific they would like to have included in the newsletter.

Citizen's Comments

Douglas Smith asks what is included in the recycling program. City Manager Kathy Williamson states that glass, cans and newspapers all can be put in the bins and Gwinnett Sanitation will separate the materials.

Tom Wilson states that if the Mayor and Council plans to attend a work session prior to a regular Council Meeting, it should be included on the agenda. Mayor Haggard states that the Council cannot vote during a work session and they are open to the public. Mr. Wilson states that the public never knows when these meetings are being held and he feels the public should be given a three day notice before the Council meets at any time. Mr. Wilson asks Council Member Stanley to resign or else he plans to begin a recall petition.

Bill Payer asks about the Comprehensive Plan. Council Member Stanley addresses his question and explains the process of the plan. Mr. Payer asks who at the city level is involved in this planning process. Mr. Stanley states that the Mayor and Council and the Planning & Zoning Board are involved in

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JUNE  




MAYOR & COUNCIL MEETING  
MONDAY, MARCH 9, 1992  
MINUTES, CONT'D.  
PAGE 7

the planning process. Mr. Payer states that it seems this process does not reach out to the residents of the city. City Manager Kathy Williamson states that the Planning & Zoning Board Members are residents of the city and besides that, any resident is welcome to attend any of the planning sessions which are posted. The next planning session will be held Monday, March 16, 1992 at 7:30 p.m. here at city hall.

Robert L. Bowie questions the hiring practices of the city. He states that he knows someone who applied for a position with the city two years ago and was told that they were not hiring. He asks how many people have been hired over the past two years or if the residents of Sugar Hill are not qualified to work for the city. Mayor Haggard states that he does not feel we can discuss someone's application. Mr. Bowie states that the person didn't even receive an application. City Manager Kathy Williamson states that we accept all applications and they are considered when a position becomes available and that there are several residents who work for the city. Council Member Stanley asks the City Manager what the policy is when a position becomes available. Mrs. Williamson states that current employees are given first opportunity for the position and if no one is qualified, the position is advertised in the paper and applications are reviewed along with the current applications on file. Council Member Bailey asks if we currently have any residency requirements. Mayor Haggard states that this is illegal. Council Member Stanley states that in the future, every position which becomes available, shall be publicly advertised in the newspaper.

Robin Deegan is a resident of Sugar Crest Drive and she states that she has had water pressure problems since 1987. She states that she wants a guarantee that the problem will be corrected and the City Manager has stated that she is not sure the new water line going down Hillcrest Drive will help with the pressure. City Manager Kathy Williamson states that it will guarantee her increased water volume which should increase her pressure. Ms. Deegan states that volume is no good if you don't have enough pressure. She feels she should get a discount on her water bill if the problem cannot be corrected. She states that she has reported this to the city time and again and she wants the problem corrected. Ms. Deegan states that this should not continue to be a problem, it should be corrected. Council Member Stanley states that he has discussed this matter with the Director of Utilities and they are committed to solving the problem. Ms. Deegan states that if it does not work, she will be back.

Adjournment

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

Meeting adjourned at 9:11 p.m.

Judy L. Foster

RECREATION BOARD  
MONDAY, FEBRUARY 24, 1992  
7:30 P.M.

M I N U T E S

In attendance: Jody Banks, Neil Nichols and Bobbie Queen.

Meeting called to order at 7:30 p.m.

Minutes

The minutes from the last Board Meeting were read. Boardmember Nichols moves to approve the minutes as read. Second to the motion by Boardmember Banks. Vote unanimous.

Treasurer's Report

Checking - \$11,227.35

C.D. - \$15,090.71

Savings - \$ 1,410.21

Old Business

- 1) Kenneth Davis is replacing Ray Deaton to do maintenance at park. He will be repairing picnic tables and playground equipment. He also is replacing ball goals.
- 2) Lights have been ordered for tennis court.
- 3) Refrigerator has been purchased for \$472 from Forsyth Refrigeration.
- 4) Jim Wilkerson from Coke Company is looking into furnishing park with new ice machine.
- 5) Sandy Gum will handle Little Miss Sugar Hill Pageant for 1992. The date is set for May 2, 1992 at North Gwinnett High School Auditorium.
- 6) Boardmember Banks gives a report on swings for the park. The approximate cost is \$600. We will look into purchasing 2 at the present time.
- 7) Winter Leagues are underway with 11 teams participating. Boardmembers agree that they only want 2 tournaments each month so as to allow citizens to utilize park the remainder of the month.
- 8) Jay Asgari reports that West Gwinnett Soccer might be willing to split cost of installing fence to protect playground. Boardmember Nichols moves that the Recreation Board purchase a fence. Second to the motion by Boardmember Banks. Vote unanimous. Boardmember Nichols will get bids and report back to the Board. The reason for this decision is that the fence is a permanent fixture.



RECREATION BOARD  
MONDAY, FEBRUARY 24, 1992  
MINUTES, CONT'D.  
PAGE 2

New Business

- 1) Boardmember Banks moves to allow soil to be purchased to go on the ballfields. Second to the motion by Boardmember Nichols. Vote unanimous.
- 2) Welded bars to secure the concession stand. Boardmember Nichols moves to have bars built to secure the concession stand. Second to the motion by Boardmember Banks. Vote unanimous. Cost is \$400.
- 3) Boardmember Banks moves to spend up to \$1,000 to purchase 3 weed eaters and other supplies needed to do work at the park. Second to the motion by Boardmember Nichols. Vote unanimous. This will replace stolen equipment.

Adjournment

Meeting adjourned at 8:30 p.m.

Minutes by Bobbie Queen.

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# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

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



TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: MARCH 9, 1992

RE: FEBRUARY END-OF-MONTH BALANCES

-----  
Below is the end-of-month financial detail for February

BUDGET BALANCE: \$155,071.09 MTD and \$328,845.47 YTD

BANK BALANCE(accumulative): \$223,776.75

INVESTMENT BALANCE(as reconciled): \$662,000.00

CONSTRUCTION EXPENSES:   Golf Course   \$53,776.11 for February  
                                  Sewer Plant   \$ 1,617.98 for February

Should you have any questions or need additional information, please feel free to call me.

APR.

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JUNE



THOMPSON & SWEENY, P.C.  
Law Offices

V. LEE THOMPSON, JR.  
VICTORIA SWEENY  
GLENN F. STEPHENS  
KATHRYN McCART SCHRADER  
MELANIE W. BIONDI  
PAUL E. ANDREW

*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 6, 1992

VIA FACSIMILE and  
FIRST CLASS MAIL

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

Re: Policy Concerning Selling Alcoholic Beverages to Minors

Dear Kathy:

I am writing in regard to your memorandum to the Mayor and Council recommending a policy concerning the sale of alcoholic beverages to minors. In attempting to draft an ordinance to incorporate this policy, I have discovered several matters which I believe warrant further consideration before this policy is adopted by the City of Sugar Hill.

State law presently provides very specific guidelines regarding selling alcoholic beverages to persons under 21 years of age. These provisions are set forth in O.C.G.A. § 3-3-23, a copy of that statute is enclosed for your information and review. Another statute (O.C.G.A. § 3-3-23.1) provides very specific penalties for selling alcohol to under age persons. A copy of this statute is also enclosed for your information and review. As you can see, the policy recommended may be in contradiction with these laws in certain instances.

In addition, the matter of establishing fines and punishment is a matter to be handled by the Municipal Court Judge, and the matter of license suspension and/or revocation is a matter to be handled by the Mayor and Council. Your present Code of Ordinances provides that the Mayor and Council may, after conducting a hearing, revoke, suspend, place on probation or place other conditions on a license to sell alcoholic beverages as a result of any violation of State law or Municipal Ordinances regarding the sale of alcoholic beverages. (Sugar Hill Code Section 3-38, and Section 3-48) I would recommend that the Council seriously consider whether it wants to restrict its ability to suspend and

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JUNE

Ms. Kathy Williamson  
March 6, 1992  
Page Two

revoke alcoholic beverage licenses to a specific number of offenses. As the policy presently stands, the Council considers each specific case individually.

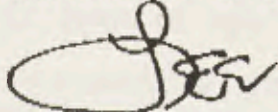
Judy Foster and I have discussed the possibility that the Mayor and Council may not desire to conduct these hearings. If that is the case, the Ordinance could be revised to delegate this power to the City Manager, the City Clerk, or some type of review board. If such a delegation of authority is made, I believe it would be appropriate for individuals to have appeal rights to the Mayor and Council.

In light of the information set forth above, I believe that it would be premature for the Council to adopt any local ordinance regarding the sale of alcoholic beverages to minors and would recommend we discuss this matter in more detail and that we consult with the City Judge regarding the prosecution of these matters.

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

Sincerely,

THOMPSON & SWEENEY, P.C.



V. Lee Thompson, Jr.

VLT/kad  
Enclosure

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3-3-23

ALCOHOLIC BEVERAGES

3-3-23

Intoxicating liquors; employer's liability for furnishing or permitting liquor on social occasion, 51 ALR4th 1048.

Social host's liability for injuries incurred by third parties as a result of intoxicated guest's negligence, 62 ALR4th 16.

Tort liability of college or university for

injury suffered by student as a result of own or fellow student's intoxication, 62 ALR4th 81.

Passenger's liability to vehicular accident victim for harm caused by intoxicated motor vehicle driver, 64 ALR4th 272.

**3-3-23. Furnishing to, purchase of, or possession by persons under 21 years of age of alcoholic beverages; use of false identification; proper identification for sale of alcoholic beverages; dispensing, serving, selling, or handling alcoholic beverages by persons under 21 years of age in the course of employment; seller's duty to request proper identification.**

(a) Except as otherwise authorized by law:

(1) No person knowingly, directly or through another person, shall furnish, cause to be furnished, or permit any person in such person's employ to furnish any alcoholic beverage to any person under 21 years of age;

(2) No person under 21 years of age shall purchase or knowingly possess any alcoholic beverage;

(3) No person under 21 years of age shall misrepresent such person's age in any manner whatever for the purpose of obtaining illegally any alcoholic beverage;

(4) No person knowingly or intentionally shall act as an agent to purchase or acquire any alcoholic beverage for or on behalf of a person under 21 years of age; or

(5) No person under 21 years of age shall misrepresent his identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage.

(b) The prohibitions contained in paragraphs (1), (2), and (4) of subsection (a) of this Code section shall not apply with respect to the sale, purchase, or possession of alcoholic beverages for consumption:

(1) For medical purposes pursuant to a prescription of a physician duly authorized to practice medicine in this state; or

(2) At a religious ceremony.

(c) The prohibitions contained in paragraphs (1), (2), and (4) of subsection (a) of this Code section shall not apply with respect to the possession of alcoholic beverages for consumption by a person under 21 years of age when the parent or guardian of the person under 21 years of age

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**3-3-23 REGULATION OF ALCOHOLIC BEVERAGES GENERALLY 3-3-23**

gives the alcoholic beverage to the person and when possession is in the home of the parent or guardian and such parent or guardian is present.

(d) The prohibition contained in paragraph (1) of subsection (a) of this Code section shall not apply with respect to sale of alcoholic beverages by a person when such person has been furnished with proper identification showing that the person to whom the alcoholic beverage is sold is 21 years of age or older. For purposes of this subsection, the term "proper identification" means any document issued by a governmental agency containing a description of the person, such person's photograph, or both, and giving such person's date of birth and includes, without being limited to, a passport, military identification card, driver's license, or an identification card authorized under Code Sections 40-5-100 through 40-5-104. "Proper identification" shall not include a birth certificate and shall not include any traffic citation and complaint form.

(e) If such conduct is not otherwise prohibited pursuant to Code Section 3-3-24, nothing contained in this Code section shall be construed to prohibit any person under 21 years of age from:

- (1) Dispensing, serving, selling, or handling alcoholic beverages as a part of employment in any licensed establishment;
- (2) Being employed in any establishment in which alcoholic beverages are distilled or manufactured; or
- (3) Taking orders for and having possession of alcoholic beverages as a part of employment in a licensed establishment.

(f) Testimony by any person under 21 years of age, when given in an administrative or judicial proceeding against another person for violation of any provision of this Code section, shall not be used in any administrative or judicial proceedings brought against such testifying person under 21 years of age.

(g) Nothing in this Code section shall be construed to modify, amend, or supersede Chapter 11 of Title 15.

(h) In any case where a reasonable or prudent person could reasonably be in doubt as to whether or not the person to whom an alcoholic beverage is to be sold or otherwise furnished is actually 21 years of age or older, it shall be the duty of the person selling or otherwise furnishing such alcoholic beverage to request to see and to be furnished with proper identification as provided for in subsection (d) of this Code section in order to verify the age of such person; and the failure to make such request and verification in any case where the person to whom the alcoholic beverage is sold or otherwise furnished is less than 21 years of age may be considered by the trier of fact in determining whether the person selling or otherwise furnishing such alcoholic beverage did so knowingly.



3-3-23

## ALCOHOLIC BEVERAGES

3-3-23

(Code 1933, § 5A-510, enacted by Ga. L. 1981, p. 1269, § 22; Ga. L. 1985, p. 753, §§ 1, 3; Ga. L. 1985, p. 782, §§ 1, 2; Ga. L. 1986, p. 789, §§ 1, 2; Ga. L. 1988, p. 1372, § 1; Ga. L. 1989, p. 1227, § 1.)

The 1988 amendment, effective July 1, 1988, added subsection (h).

The 1989 amendment, effective July 1, 1989, added "and shall not include any traffic citation and complaint form" at the end of subsection (d).

**Cross references.**— Designation of person under age 17 who possesses alcoholic beverages as "unruly," § 15-11-2(12)(G). Contributing to delinquency of minor, § 16-12-1. Authority of State Board of Education regarding instructional programs and materials pertaining to effects of alco-

hol, § 20-2-13. Age of majority, § 39-1-1. Admission of persons under age 18 to billiard rooms in which alcoholic beverages are sold, § 43-8-10. Parents' right to action against persons selling or furnishing alcoholic beverages to underage child, § 51-1-18. Liability for acts of intoxicated persons, § 51-1-40.

**Law reviews.**— For article recommending more consistency in age requirements of laws pertaining to welfare of minors, see 6 Ga. St. B.J. 189 (1969).

## JUDICIAL DECISIONS

## ANALYSIS

GENERAL CONSIDERATION  
CONSTITUTIONALITY  
DECISIONS UNDER PRIOR LAW

## General Consideration

**Editor's notes.**— Some of the cases cited below dealing with liability of the provider of alcohol were decided prior to the 1988 enactment of § 51-1-40, concerning liability for acts of intoxicated persons.

**Determining whether buyer is minor.**— This section does not state that it is the duty of the person furnishing or selling liquor to make a determination as to whether or not the person to whom an alcoholic beverage is sold is a minor. *Moniford v. State*, 162 Ga. App. 491, 292 S.E.2d 93 (1982).

**Person furnishing alcohol to intoxicated minor liable to person injured.**— A person who encourages a noticeably intoxicated person under the legal drinking age to become further intoxicated and who furnishes to such intoxicated person more alcohol, knowing that such person will soon be driving a vehicle, is liable in tort to a person injured by the negligence of such intoxicated driver. *Sutter v. Hutchings*, 254 Ga. 194, 327 S.E.2d 716 (1985).

**No recovery by consumer causing injuries.**— A consumer of alcohol cannot re-

cover damages from the provider of the alcohol for injuries caused by the consumer to a third person. *Sutter v. Hutchings*, 254 Ga. 194, 327 S.E.2d 716 (1985).

**Knowledge of minor's degree of intoxication.**— Evidence was insufficient to show that any breach of duty by a bowling alley relating to alcohol was the proximate cause of the death of a passenger in a car driven by a minor who had been served beer at the bowling alley, where there was no evidence that any employee had knowledge that the minor was intoxicated or would be driving an automobile. *Kalpa v. Perczak*, 658 F. Supp. 235 (N.D. Ga. 1987).

**Evidence sufficient to support conviction of "underage possession of alcohol."**— See *Hardaway v. State*, 190 Ga. 5, 378 S.E.2d 127 (1989); *Dickerson v. State*, 193 Ga. App. 605, 388 S.E.2d 736 (1989).

**Cited in** *Bishop v. Fair Lanes Bowling, Inc.*, 623 F. Supp. 1195 (N.D. Ga. 1985); *Spivey v. Sellers*, 185 Ga. App. 241, 363 S.E.2d 856 (1987); *Darracott v. State*, 191 Ga. App. 675, 382 S.E.2d 664 (1989).

## Constitutionality

**This section is not void for vagueness,** as its clear intent is to preclude an individ-



3-3-23.1

## ALCOHOLIC BEVERAGES

3-3-23.1

**3-3-23.1. Procedure and penalties upon violation of Code Section 3-3-23.**

(a) It is unlawful for any person knowingly to violate any prohibition contained in Code Section 3-3-23, relating to furnishing alcoholic beverages to, and purchase and possession of alcoholic beverages by, a person under 21 years of age.

(b) (1) Any person convicted of violating any prohibition contained in subsection (a) of Code Section 3-3-23 shall, upon the first conviction, be guilty of a misdemeanor, except that any person convicted of violating paragraph (2) of subsection (a) of Code Section 3-3-23 shall, upon the first conviction, be guilty of a misdemeanor and shall be punished by not more than 30 days' imprisonment or a fine of not more than \$300.00, or both.

(2) Any person convicted of violating any prohibition contained in subsection (a) of Code Section 3-3-23 shall, upon the second or subsequent conviction, be guilty of a misdemeanor of a high and aggravated nature.

(c) Whenever any person who has not been previously convicted of any offense under this Code section or under any other law of the United States or this or any other state relating to alcoholic beverages pleads guilty to or is found guilty of a violation of paragraph (2) or (3) of subsection (a) of Code Section 3-3-23, the court, without entering a judgment of guilt and with the consent of such person, may defer further proceedings and place him on probation upon such reasonable terms and conditions as the court may require. The terms of probation shall preferably be such as require the person to undergo a comprehensive rehabilitation program (including, if necessary, medical treatment), not to exceed three years, designed to acquaint him with the ill effects of alcohol abuse and to provide him with knowledge of the gains and benefits which can be achieved by being a good member of society. Upon violation of a term or condition of probation, the court may enter an adjudication of guilt and proceed accordingly. Upon fulfillment of the terms and conditions of probation, the court shall discharge such person and dismiss the proceedings against him. Discharge and dismissal under this subsection shall be without court adjudication of guilt and shall not be deemed a conviction for purposes of this subsection or for purposes of disqualifications or disabilities imposed by law upon conviction of a crime. Discharge and dismissal under this subsection may occur only once with respect to any person.

(d) Unless the officer has reasonable cause to believe such person is intoxicated, a law enforcement officer may arrest by issuance of a citation a person accused of violating only paragraph (2) of subsection (a) of Code Section 3-3-23. The citation shall enumerate the specific charges



3-3-24 REGULATION OF ALCOHOLIC BEVERAGES GENERALLY 3-3-24

against the person and either the date upon which the person is to appear and answer the charges or a notation that the person will be later notified of the date upon which the person is to appear and answer the charges. If the person charged shall fail to appear as required, the judge having jurisdiction of the offense may issue a warrant or other order directing the apprehension of such person and commanding that he be brought before the court to answer the charges contained within the citation and the charge of his failure to appear as required. Nothing in this subsection shall be construed to invalidate an otherwise valid arrest by citation of a person who is intoxicated.

(e) A law enforcement officer arresting a person by the issuance of a citation under subsection (d) of this Code section may require any such person having a driver's license or instruction permit to deposit such license or permit with the arresting officer in order to ensure the appearance of such person to answer the charges against him. The procedures and rules connected with the acceptance of such license or permit and subsequent disposition of the case shall be the same as provided for the acceptance of a driver's license as bail on arrest for traffic offenses pursuant to Code Section 17-6-11. (Ga. L. 1981, p. 862, § 3; Code 1933, § 5A-9901.1, enacted by Ga. L. 1981, p. 1269, § 64; Ga. L. 1982, p. 3, § 3; Ga. L. 1985, p. 753, §§ 2, 4; Ga. L. 1985, p. 782, § 3.)

**Cross references.** — Alcohol and drug education programs for persons whose drivers' licenses have been revoked, § 40-5-80 et seq. Probation generally, Ch. 8, T. 42.

**Law reviews.** — For article recommending more consistency in age requirements of laws pertaining to welfare to minors, see 6 Ga. St. B.J. 189 (1969).

RESEARCH REFERENCES

**Am. Jur. 2d.** — 45 Am. Jur. 2d, Intoxicating Liquors, §§ 267-275.

**C.J.S.** — 48 C.J.S., Intoxicating Liquors, § 259, 359-362.

**3-3-24. Dispensing, serving, selling, or taking orders for alcoholic beverages by persons under 18 years of age.**

(a) No person shall allow or require a person in his employment under 18 years of age to dispense, serve, sell, or take orders for any alcoholic beverages.

(b) This Code section shall not prohibit persons under 18 years of age who are employed in supermarkets, convenience stores, breweries, or drugstores from selling or handling alcoholic beverages which are sold for consumption off the premises. (Ga. L. 1958, p. 640, §§ 1, 2; Ga. L. 1974, p. 460, § 1; Ga. L. 1976, p. 409, § 1; Code 1933, § 5A-510, enacted by Ga. L. 1980, p. 1573, § 1; Code 1933, § 5A-511, as redesignated by Ga. L. 1981, p. 1269, § 22.)

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BIDS ON CLUBHOUSE

March 2, 1992

1.) RONNIE HUMPHRIES  
\$360,000.00 WITH STUCCO

2.) RONNIE HUMPHRIES  
\$350,000.00 WITH BRICK

3.) DONALD BEARD  
COST +

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SIS VERBAL QUOTE FORM

CALL BACK: \_\_\_\_\_ DATE: 3/5/92 REP: REF SOURCE: \_\_\_\_\_

CUSTOMER

SHIP TO

Sugar Hill Golf Club  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sugar Hill, GA  
\_\_\_\_\_

CUSTOMER PHONE NO: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

SERIAL NUMBER: Used

TYPE: Executive Line

MODEL: 60-12 (56' Box)

MIN. LEASE TERM: 12 mos.

SELLING PRICE: \$26,000

LEASE RATE: \$395/mo.

BLOCK/LEVEL: \$300<sup>00</sup> on level surface

TIEDOWN: Included on dirt

PERIMETER SKIRTING: \$680<sup>00</sup>

DELIVERY FREIGHT: \$175<sup>00</sup>

RETURN FREIGHT: \$175<sup>00</sup>

KNOCKDOWN: \$45<sup>00</sup>

OTHER COSTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Roy E. Farmer  
Sales Representative

525 Hurricane Shoals Road · Lawrenceville, GA 30245  
404-995-5070 · 800-782-1500 · FAX 404-963-6389

NOTES:

- CLEAN-UP
- WARRANTY
- 30 DAY BILLING
- INSURANCE
- LEASE
- SITE CONDITIONS

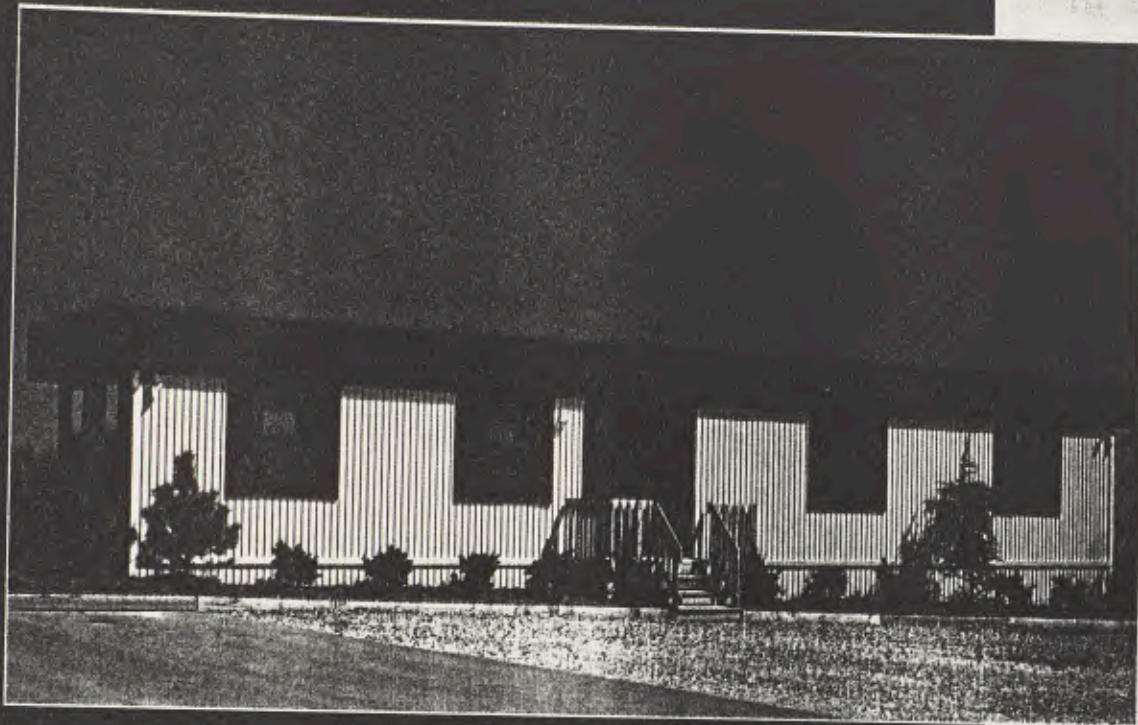
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**Williams**  
Mobile offices and modular structures



Williams Mobile Offices  
presents

**THE EXECUTIVE LINE**

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## The Executive Treatment

That special treatment. In the competitive world of business and sales, it's what clients and colleagues expect. It's what makes them comfortable while making a great impression. Which often means making a sale.

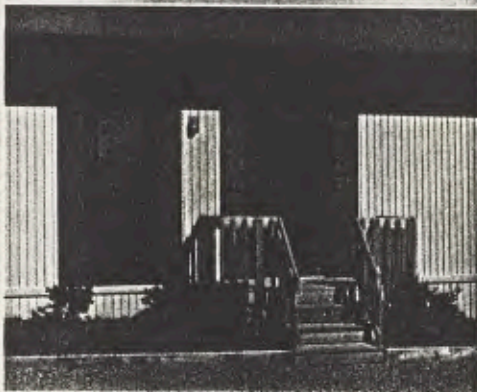
With this in mind, Williams Mobile Offices presents The Executive Line. As the pre-eminent mobile office product, The Executive Line offers architectural and decorative finishing unprecedented in standard mobile structures...the distinguished decor so vital to client-oriented units such as sales centers and branch offices.

For those who require an upscale version of our consistently dependable mobile office that reflects your company's style and strength. For your company, The Executive Line combines the aesthetic advantages of a conventionally built facility with the economic advantages of a mobile office.

## Finishing Touches

Every Executive Line model boasts classically finished wood exteriors and amply designed interiors, complete with closing office, restroom, storage, display and meeting areas. And appointed with such distinctive features as durable quality carpeting, coffee bar and central air conditioning. Attractive mini-blinds for the subtle control of natural lighting. Plus a tone-setting choice of wall treatments and tastefully patterned premium wall covering.

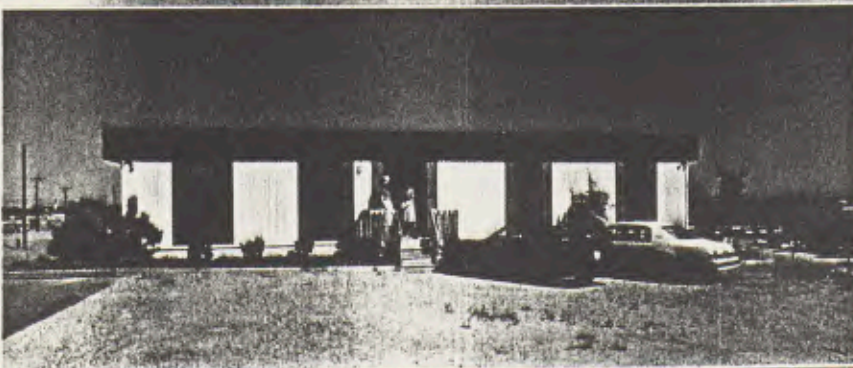
In addition to standard top-of-the-line amenities, the Williams Executive Line offers option packages to supplement and enhance the chosen decor. On the outside, entrance steps and structured skirting offer a red carpet welcome. Inside, recessed light fixtures and inset wood grain bookshelves add quiet sophistication to an environment which is conducive to productivity.



*Reception and display area*



*Executive office*



*Multi unit offices*

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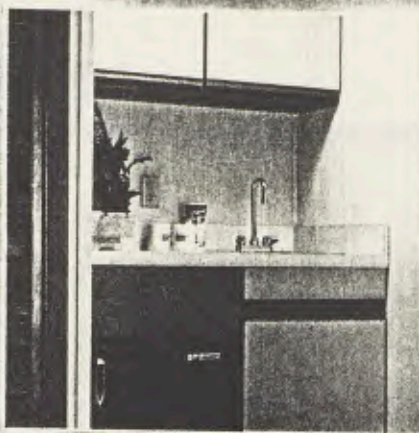
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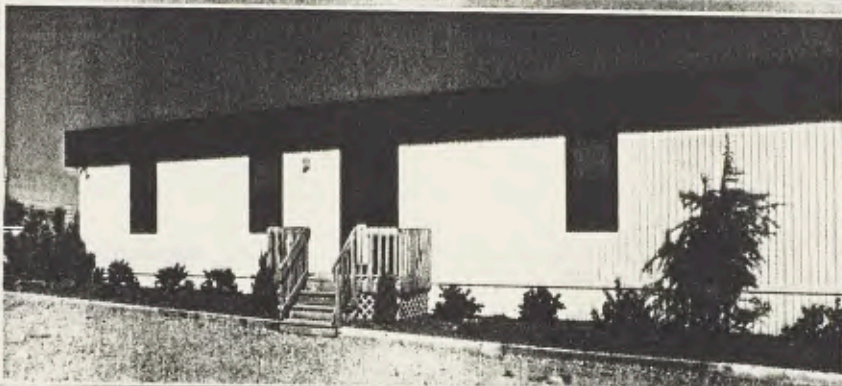


## The New Line: Strength in Numbers

*I*ts unrepachable style makes the Williams Executive Line custom designed... yet it's minus the custom price. And the long custom wait. Since The Executive Line is produced as a part of the full-fledged Williams line, it enjoys full Williams line benefits like standardized pricing. And fast availability of all models. Which means next day delivery of a fully functional facility, wherever and whenever your needs apply. So there's no loss of time or potential sales while your company waits for a site built structure or that ideal rental location.



*Spacious conference room*

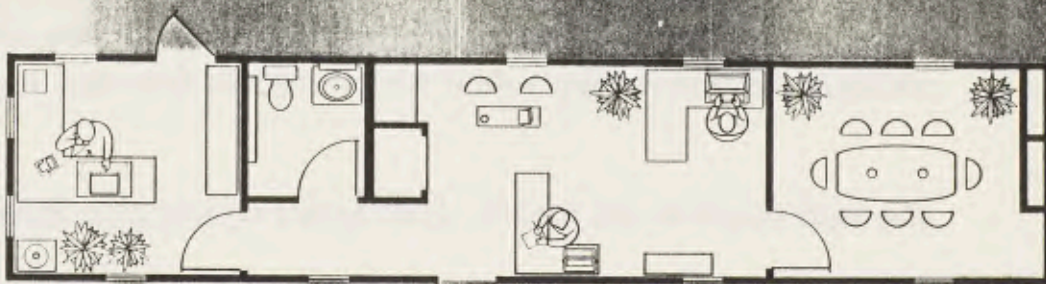


## The Mobile Office Edge

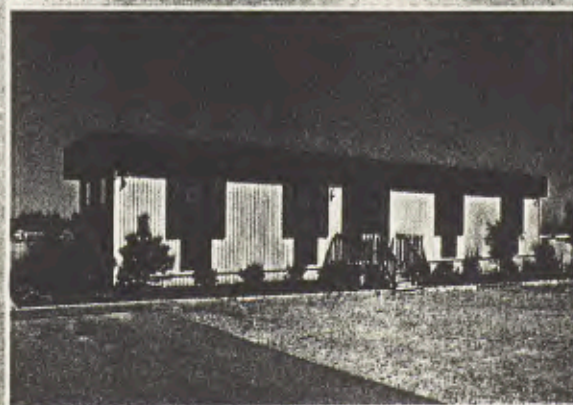
*I*n addition to presenting style and sophistication, The Executive Line is true to its Williams heritage. It's an adaptable, versatile building created specifically to fill your work space requirements economically and efficiently. As such, The Executive Line is flexible enough to serve in a variety of capacities: sales centers, banks, insurance branches, administrative offices, even as an addition to your current office building and more... all of which can be easily moved to another location.

Best of all, every Williams model can be purchased or leased, long or short term, under flexible financing programs. And even the toughest work space deficiencies can be solved through Williams' complete support services in planning, design and installation.

If you're dissatisfied with small space, small budgets and smaller sales, take a look at the Williams Executive Line. Your clients will look twice because you'll look impressive.



*Furniture shown for illustration only.*



*Various exterior and interior options are available*

APR.

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JUNE



Offices:

Greenville, SC  
Raleigh, NC  
Greenville, NC  
Atlanta, GA  
Chattanooga, TN

# PiedmontOlsenHensley

Engineers/Architects/Planners

P.O. Box 723308, Atlanta, GA 30339  
3200 Professional Parkway, Suite 200  
(404) 952-8861 Fax: (404) 984-1160

February 28, 1992

Ms. Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

Subject: Agreement for Engineering Services  
for the Site Work Required for the  
City's Club House

Dear Ms. Williamson:

Enclosed are two copies of an Agreement for Engineering Services with Appendices A, B, and C. If the Agreement meets with your approval, please execute both copies, retain one copy for your files, and return one to us.

We appreciate the opportunity to work with you on this project. Please call us if you have any questions.

Sincerely,



William H. Johnson, P.E.  
Assistant Vice President

sgw/82103-141-373  
Enclosures

APR.

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JUNE

## Agreement for Engineering Services

To: City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

(CLIENT)

1. Piedmont Olsen Hensley, Inc. (POH) will provide professional engineering services in connection with the site design required for the Club House for the City's new golf course.
2. POH will perform the following services:
  - a. Field Surveys
  - b. Detailed Design, Specifications, and Contract Documents
3. For services designated above and further defined in attached Appendix B, "Scope of Services," POH will be paid the lump sum fee of \$15,100.00.
4. Additional services may be performed when authorized in writing by CLIENT. Charges for these services shall be on an hourly rate basis in accordance with Appendix C, "Hourly Rate Schedule."
5. Invoices will be submitted and payable monthly, based upon the estimated percent complete of POH's services.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A, B, and C, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from February 28, 1992.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR  
CITY OF SUGAR HILL

By: \_\_\_\_\_

(Please Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED FOR  
PIEDMONT OLSEN HENSLEY, INC.

By: R. Frank Meaders

\_\_\_\_\_  
R. Frank Meaders, RLS

Title: \_\_\_\_\_  
Vice President

Date: \_\_\_\_\_  
January 28, 1992

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JUNE



## Appendix A

### General Provisions

1. Salary costs shall be defined as salaries and wages paid to all POH's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay; and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" POH will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but POH does not guarantee the contractor's performance, nor does POH assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of POH.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of POH shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, POH shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
7. It is understood and agreed that the maximum liability of POH with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount the CLIENT agrees herein to pay POH for services to be performed hereunder, and no default or breach of covenant or duty shall impose or subject POH to a greater liability.
8. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
9. If included in "Scope of Services," POH will prepare an estimate of the probable construction cost of the project. Since POH has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, POH's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. POH cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by POH. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
10. The purchaser of services from POH shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by POH to any company or firm with whom it merges or otherwise forms a consolidation.

## Appendix B

### Scope of Services

Piedmont Olsen Hensley will provide design for City of Sugar Hill's Golf Course Club House. Included will be the following:

1. Site Plan
2. Grading, Drainage, and Erosion Control Plan
3. Site Utility Design
4. A Hydrological Report for Determining Runoff Containment Requirement
5. Parking Layout including Cart Staging Area
6. Site Survey

Our scope does not include sewer force main or pump station design.



## Appendix C

### Hourly Rate Schedule

#### Hourly Rates Based on Various Professional and Technical Employee Classifications\*

Principal-in-Charge	\$125.00 per hour
Senior Professional Engineer	\$100.00 per hour
Professional Engineer	\$ 75.00 per hour
Professional Landscape Architect	\$ 65.00 per hour
Project Engineer	\$ 60.00 per hour
Engineer	\$ 45.00 per hour
Senior Designer/Technician	\$ 55.00 per hour
Designer/CADD Operator	\$ 45.00 per hour
Drafter	\$ 35.00 per hour
Senior Resident Project Representative	\$ 45.00 per hour
Resident Project Representative	\$ 40.00 per hour
Professional Land Surveyor	\$ 60.00 per hour
Survey Supervisor	\$ 45.00 per hour
Survey Technician	\$ 35.00 per hour
Field Survey Crew	\$ 75.00 per hour
Senior Clerical/Secretarial Support	\$ 35.00 per hour
Clerical/Administrative Support	\$ 30.00 per hour

#### Direct Expenses

- A. Mileage at 27.5¢ per mile
- B. CADD at \$10.00 per hour

#### Direct Expenses Reimbursable at Cost Plus 10 Percent

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.

\* For services in connection with litigation, the above hourly rates are double. A minimum of eight (8) hours will be billed for the day of scheduled court appearance and depositions. Travel time directly related to litigation will be billed at 1½ times the above rates.

BIDS FOR 2,400' OF SEWER LINE TO RUN FROM THE CLUBHOUSE TO SUWANEE  
DAM ROAD:

Gwinnett Utilities

4" SDR-35 PVC Sewer Pipe: 2,400' @ \$.56/ft. = \$1,344

6" SDR-35 PVC Sewer Pipe: 2,400' @ \$.96/ft. = \$2,304

4" Clean outs: \$3.15 each

6" Clean outs: \$12.75 each

O & R Utilities

4" SDR-35 PVC Sewer Pipe: 2,400' @ \$.45/ft. = \$1,080

6" SDR-35 PVC Sewer Pipe: 2,400' @ \$.89/ft. = \$2,136

4" Clean outs: \$2.20 each

6" Clean outs: \$8.60 each

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JUNE



Offices:  
Greenville, SC  
Raleigh, NC  
Greenville, NC  
Atlanta, GA  
Chattanooga, TN

# PiedmontOlsenHensley

Engineers/Architects/Planners

P.O. Box 723308, Atlanta, GA 30339  
3200 Professional Parkway, Suite 200  
(404) 952-8861 Fax: (404) 984-1160

February 28, 1992

Ms. Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

Subject: Agreement for Engineering Services  
for the Design of a Wastewater Pump  
Station and Force Main to Serve the  
City of Sugar Hill's Golf Course Club House

Dear Ms. Williamson:

Enclosed are two copies of an Agreement for Engineering Services with Appendices A, B, and C. If the Agreement meets with your approval, please execute both copies, retain one copy for your files, and return one to us.

We appreciate the opportunity to work with you on this project. Please call us if you have any questions.

Sincerely,



William H. Johnson, P.E.  
Assistant Vice President

sgw/82103-141-373  
Enclosures

APR.

MAY

JUNE

## Agreement for Engineering Services

To: City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

(CLIENT)

1. Piedmont Olsen Hensley, Inc. (POH) will provide professional engineering services in connection with the design of a pump station and force main to serve the City of Sugar Hill Golf Course.
2. POH will perform the following services:
  - a. Detailed Design, Specifications, and Contract Documents
3. For services designated above and further defined in attached Appendix B, "Scope of Services," POH will be paid the lump sum fee of \$4,200.00.
4. Additional services may be performed when authorized in writing by CLIENT. Charges for these services shall be on an hourly rate basis in accordance with Appendix C, "Hourly Rate Schedule."
5. Invoices will be submitted and payable monthly, based upon the estimated percent complete of POH's services.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A, B, and C, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from February 28, 1992.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR  
CITY OF SUGAR HILL

By: \_\_\_\_\_

(Please Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED FOR  
PIEDMONT OLSEN HENSLEY, INC.

By: R. Frank Meaders

R. Frank Meaders, RLS

Title: Vice President

Date: January 28, 1992



## Appendix A

### General Provisions

1. Salary costs shall be defined as salaries and wages paid to all POH's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay; and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" POH will attempt to protect the CLIENT against defects and deficiencies in the work of the contractor, but POH does not guarantee the contractor's performance, nor does POH assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of POH.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of POH shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, POH shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
7. It is understood and agreed that the maximum liability of POH with respect to or arising out of the obligations hereunder and any duty assumed relative to the obligations arising out of this Agreement, whether explicit, implicit, or contemplated, shall be limited to the amount the CLIENT agrees herein to pay POH for services to be performed hereunder, and no default or breach of covenant or duty shall impose or subject POH to a greater liability.
8. Should an attorney be required for collection of any payments due under this Agreement, CLIENT agrees to pay the full cost of collection, including attorney's fees, in addition to any other fee or payment due.
9. If included in "Scope of Services," POH will prepare an estimate of the probable construction cost of the project. Since POH has no control over the cost of labor, materials, or equipment; the contractor's methods of determining prices; or competitive bidding or market conditions, POH's opinions of probable costs are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. POH cannot and does not guarantee that actual proposals, bids, or construction costs will not vary from opinions of probable cost prepared by POH. If the CLIENT wishes greater assurance as to construction costs, the CLIENT shall employ an independent cost estimator.
10. The purchaser of services from POH shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by POH to any company or firm with whom it merges or otherwise forms a consolidation.

**Appendix B**

**Scope of Services**

Piedmont Olsen Hensley will provide design of  $\pm 4,500$  feet of 6-inch gravity and 4-inch force main with a pump station to serve the City of Sugar Hill's proposed club house.



**Appendix C**  
**Hourly Rate Schedule**

**Hourly Rates Based on Various Professional and Technical Employee Classifications\***

Principal-in-Charge	\$125.00 per hour
Senior Professional Engineer	\$100.00 per hour
Professional Engineer	\$ 75.00 per hour
Professional Landscape Architect	\$ 65.00 per hour
Project Engineer	\$ 60.00 per hour
Engineer	\$ 45.00 per hour
Senior Designer/Technician	\$ 55.00 per hour
Designer/CADD Operator	\$ 45.00 per hour
Drafter	\$ 35.00 per hour
Senior Resident Project Representative	\$ 45.00 per hour
Resident Project Representative	\$ 40.00 per hour
Professional Land Surveyor	\$ 60.00 per hour
Survey Supervisor	\$ 45.00 per hour
Survey Technician	\$ 35.00 per hour
Field Survey Crew	\$ 75.00 per hour
Senior Clerical/Secretarial Support	\$ 35.00 per hour
Clerical/Administrative Support	\$ 30.00 per hour

**Direct Expenses**

- A. Mileage at 27.5¢ per mile
- B. CADD at \$10.00 per hour

**Direct Expenses Reimbursable at Cost Plus 10 Percent**

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.

\* For services in connection with litigation, the above hourly rates are double. A minimum of eight (8) hours will be billed for the day of scheduled court appearance and depositions. Travel time directly related to litigation will be billed at 1½ times the above rates.

APR.

MAY

JUNE

	LAKE LANIER ISLAND GOLF CLUB	STOUFFERS PINEISLE RESORT	CHATTAHOOCHEE CHICOPEE GOLF	CHATEAU ELAN	ROYAL LAKES	CHAMPIONS CLUB
GREEN FEE WEEKEND	\$40.00	50.00	RES. 23.20 NON RES. 36.75	50.00	37.80	38.00
GREEN FEE WEEKDAY	SAME	40.00	RES. 21.00 NON RES. 28.35	SAME	35.70	32.00
CART RENT	INCLUDED	14.00 @	INCLUDED	INCLUDED	INCLUDED	INCLUDED
TWILIGHT ROUND	N/A	N/A	13.65 FOR 9 HOLES	N/A	23.00 W/CART INCLUDED	N/A
DISCOUNTS	N/A	N/A	17.85 CART INCLUDED	N/A	N/A	N/A

IT IS PROJECTED THAT WE WILL HAVE 40,000 TOTAL ROUNDS PER YEAR  
OF THIS 40,000 ROUNDS, IT IS PROJECTED THAT 80 PERCENT OR 32,000 ROUNDS WILL BE NON-RESIDENT PLAY

IT IS FURTHER PROJECTED THAT 80 PERCENT OR 25,600 ROUNDS OF NON-RESIDENT PLAY WILL BE WEEK DAY PLAY,  
AND THAT 20 PERCENT OR 6,400 ROUNDS WILL BE NON-RESIDENT WEEK-END OR HOLIDAY PLAY.

IT IS PROJECTED THAT 20 PERCENT OR 8,000 ROUNDS WILL BE RESIDENT PLAY.  
OF THIS 8,000 ROUNDS, IT IS PROJECTED THAT 80 PERCENT OR 6,400 ROUNDS  
WILL BE WEEK DAY PLAY & THAT 20 PERCENT OR 1,600 ROUNDS WILL BE WEEK-END OR HOLIDAY PLAY.

25,600 ROUNDS (GREEN FEES) @ \$19.00 = 486,400.00  
25,600 ROUNDS (CART FEES) @ \$9.00 = 230,400.00

6,400 ROUNDS (GREEN FEES) @ \$27.00 = \$172,800.00  
6,400 ROUNDS (CART FEES) @ \$9.00 = \$57,600.00

6,400 ROUNDS (GREEN FEES) @ \$11.00 = \$70,400.00  
6,400 ROUNDS (CART FEES) @ \$9.00 = \$57,600.00

1,600 ROUNDS (GREEN FEES) @ \$14.00 = \$22,400.00  
1,600 ROUNDS (CART FEES) @ \$9.00 = \$14,400.00

\*\* TOTAL PROJECTED REVENUES BASED ON THIS FEE STRUCTURE IS \$1,112,000.00



Offices:  
Greenville, SC  
Raleigh, NC  
Greenville, NC  
Atlanta, GA  
Chattanooga, TN

# PiedmontOlsenHensley

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Engineers/Architects/Planners

P.O. Box 723308, Atlanta, GA 30339  
3200 Professional Parkway, Suite 200  
(404) 952-8861 Fax: (404) 984-1160

March 2, 1992

Ms. Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, GA 30518

Subject: Agreement for Engineering Services  
for the Planning Report Required  
for the City of Sugar Hill  
State Revolving Fund (SRF) Loan  
POH Proposal No. 82103-111-225

Dear Ms. Williamson:

Enclosed are two copies of an Agreement for Engineering Services with Appendices A and B. If the Agreement meets with your approval, please execute both copies, retain one copy for your files, and return one to us.

We appreciate the opportunity to work with you on this project. Please call us if you have any questions.

Sincerely,



William H. Johnson, P.E.  
Assistant Vice President

lht  
Enclosures

APR.

MAY

JUNE

## Agreement for Engineering Services

To: City of Sugar Hill (CLIENT)  
4988 W. Broad Street  
Sugar Hill, GA 30518

1. Piedmont Olsen Hensley, Inc. (POH) will provide professional engineering services in connection with the financing of the proposed wastewater system for the City of Sugar Hill.
2. POH will perform the following services:
  - a. POH will provide the SRF Facilities Report required by the State of Georgia for obtaining financing of the City of Sugar Hill's wastewater treatment system.
3. For services designated above, POH will be paid the lump sum fee of \$9,350.00.
4. Additional services may be performed when authorized in writing by CLIENT. Charges for these services shall be on an hourly rate basis in accordance with Appendix B, "Hourly Rate Schedule."
5. Invoices will be submitted and payable monthly, based upon the estimated percent complete of POH's services.

CLIENT agrees to make payment upon receipt of invoice. CLIENT further agrees to pay a service charge equal to one and one-half percent (1½%) per month for all balances unpaid after thirty (30) days from applicable invoice dates.

Appendices A and B, attached hereto, are made a part of this Agreement as if herein written. This Agreement is for acceptance within thirty (30) days from March 2, 1992.

Your acceptance of this Agreement will serve as our authorization to proceed with the work outlined herein.

ACCEPTED FOR  
CITY OF SUGAR HILL

By: \_\_\_\_\_

(Please Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED FOR  
PIEDMONT OLSEN HENSLEY, INC.

By: R. Frank Meaders

R. Frank Meaders, RLS

Title: Vice President

Date: March 2, 1992

APR.

MAY

JUNE



## Appendix A

### General Provisions

1. Salary costs shall be defined as salaries and wages paid to all POH's personnel engaged directly on the project including, but not limited to, engineers, architects, surveyors, designers, drafters, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits including, but not limited to, social security, unemployment, and other payroll taxes; health and retirement benefits; sick leave; vacation and holiday pay; and other group benefits. Direct non-salary expenses include subcontract, travel and subsistence, computer and CADD service charges, communications, field supplies, reproduction, and other project-related expenses.
2. It is understood that under "Construction Phase Services" and "Resident Observation during Construction" POH will attempt to protect CLIENT against defects and deficiencies in the work of the contractor, but POH does not guarantee the contractor's performance, nor does POH assume any duty to supervise construction and safety procedures followed by any contractor or subcontractor and/or their respective employees or by any other person at the job site; nor any liability to the contractor, subcontractor, their employees or any other person; nor for any public liability of property damage caused through acts of the contractor, subcontractor, their employees, or any other person.
3. It is agreed that all questions that may be in dispute relative to this Agreement shall be submitted to arbitration at the choice of either party hereto in accordance with the rules of the American Arbitration Association. Fees of the American Arbitration Association will be shared equally by the parties hereto.
4. The CLIENT shall not assign, sublet, or transfer interest in this Agreement without prior written consent of POH.
5. This Agreement shall not be modified except by an instrument in writing under the hands of both parties hereto. No oral representations by employees of POH shall affect or modify any of the terms or obligations contained in this Agreement and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever as mutually agreed in writing.
6. In the event of termination of the Agreement, POH shall be paid the amount due it at the date of termination in accordance with the terms for payment set forth in this Agreement for those items of work completed.
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10. The purchaser of services from POH shall pay any applicable state sales tax in the manner and amount required by law.
11. This Agreement shall be assignable by POH to any company or firm with whom it merges or otherwise forms a consolidation.

**Appendix B**  
**Hourly Rate Schedule**

**Hourly Rates Based on Various Professional and Technical Employee Classifications\***

Principal-in-Charge	\$125.00 per hour
Senior Professional Engineer	\$100.00 per hour
Professional Engineer	\$ 75.00 per hour
Professional Landscape Architect	\$ 65.00 per hour
Project Engineer	\$ 60.00 per hour
Engineer	\$ 45.00 per hour
Senior Designer/Technician	\$ 55.00 per hour
Designer/CADD Operator	\$ 45.00 per hour
Drafter	\$ 35.00 per hour
Senior Resident Project Representative	\$ 45.00 per hour
Resident Project Representative	\$ 40.00 per hour
Professional Land Surveyor	\$ 60.00 per hour
Survey Supervisor	\$ 45.00 per hour
Survey Technician	\$ 35.00 per hour
Field Survey Crew	\$ 75.00 per hour
Senior Clerical/Secretarial Support	\$ 35.00 per hour
Clerical/Administrative Support	\$ 30.00 per hour

**Direct Expenses**

- A. Mileage at 27.5¢ per mile
- B. CADD at \$10.00 per hour

**Direct Expenses Reimbursable at Cost Plus 10 Percent**

- A. Commercial travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- B. Courier, postage, telex, telecopying, printing, reproduction, photography, computer service charges, and special equipment or materials used for the project.
- C. Other subcontractor or consultant fees as approved by CLIENT.

\* For services in connection with litigation, the above hourly rates are double. A minimum of eight (8) hours will be billed for the day of scheduled court appearance and depositions. Travel time directly related to litigation will be billed at 1½ times the above rates.



# CIVIL DESIGN, INC.

DATE - FEBRUARY 18, 1992 ENGINEERS AND SURVEYORS

TO - GARY GANN

RECEIVED

3200 PROFESSIONAL PARKWAY, SUITE 200

ATLANTA, GEORGIA 30329

FEB 24 1992

FROM - RON SPRINKLE

HENSLEY-SCHMIDT

SUBJECT - OUTFALL SANITARY SEWER LINE

Dear Gary:

Thank you for taking time to speak with me about the proposed outfall sewer through the Emerald Lake community. At Baron Herman's request, I have listed below various issues of concern or easement requirements.

- The City will install necessary laterals to serve the lots adjoining the outfall sanitary sewer. These laterals will be paid for by Baron Herman.

- The City will install approximately 800 feet of 8" feeder lines and associated laterals within the community. This work will be paid for by Baron Herman.

- Any sewer tap on fees will be due when a building permit is issued.

- The outfall line through the 16 acre parcel will be centered on the existing private driveway.

- The outfall sanitary sewer should be located as shown on the plan I provided you yesterday (outfall sanitary sewer layout for the City of Sugar Hill). Said sewer is to be located within the proposed Rights of Way for streets A, B, and E. Manholes A-1 through A-4 will be realigned to cross over the dam avoiding recently completed recreational facilities. The proposed line over the dam must be above the normal pool elevation of the lake. Civil Design, Inc has not completed any design work for the area downstream of the dam or within the 16 acre parcel. The City's consultant should field survey the dam area to confirm the feasibility of this line.

- The developer will provide the City with a graded right of way for all outfall sewer to be located within future streets.

- City of Sugar Hill will provide insurance to protect Baron Herman from any damages resulting from a spill in the lake or creek..

- Community signs will be allowed within City of Sugar Hill.

- A landscape allowance will be determined prior to construction to repair recreational area.

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

Sincerely  
CIVIL DESIGN, INC.



Ronald R. Sprinkle  
Vice President

750 Hammond Drive, Building 10-Suite 100, Atlanta, Georgia 30328

Phone (404) 252-1334

FAX (404) 252-8958

APR.

MAY

JUNE

APR.

MAY

JUNE

CITY OF SUGAR HILL  
SANITARY SEWER INTERCEPTORS

FILE : SUGAR.WK1

DATE : 02/26/92

COMPARRISON OF OWNER-REQUESTED ROUTE THROUGE EMERALD LAKE DEVELOPMENT  
WITH ALTERNATE ROUTE EAST OF EMERALD LAKE DEVELOPMENT.

ADDITIONAL LENGTH OF GRAVITY SEWER  
REQUIRED FOR ALTERNALE ROUTE = 300 L.F.± @ \$45 PER L.F.= \$13,500

ADDITIONAL LENGTH OF FORCE MAIN  
REQUIRED FOR ALTERNALE ROUTE = 500 L.F.± @ \$15 PER L.F.= \$7,500

-----  
APPROX. ADDITIONAL COST FOR ALTERNATE ROUTE (ASSUMING EQUAL CONDITIONS)= \$21,000







MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: JIM STANLEY

DATE: 2/21/92

During our Jan. 13, 1992 regular meeting, Mayor Haggard appointed me to act as the Sugar Hill Municipal Representative to the Gwinnett County Planning and Zoning Commission. The County Commission meets twice per month in regular meetings and at the call of it's chairman for special purposes such as the recent considerations of an application to build a major new landfill in northern Gwinnett County.

Municipal representatives to the County Planning Commission are authorized to take part in discussion of all issues, but vote only on issues which directly affect the City. After having attended several meetings, I have obtained an understanding of the procedures used, the ordinances involved, and the responsibilities of the Municipal Representatives. From what I have seen, I do not believe that it will be necessary for us to have a representative a every meeting, even though matters of general interest will always be discussed. Instead, I propose to carefully review the detailed agenda prior to each meeting, and to attend only those meetings which appear to include matters of direct interest to Sugar Hill.

Please note that each representative to the Gwinnett Planning Commission is paid a stipend of \$75.00 per meeting. I am advised that this payment is to be made by the "Appointing Authority", in our case, the City.

JBS

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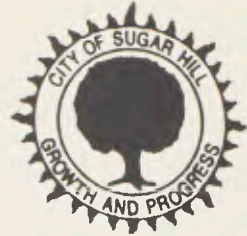
JUNE



# CITY OF SUGAR HILL

COMMUNITY OF PRIDE

1988 WEST BROAD ST. SUGAR HILL, GEORGIA 30518  
(404) 945-6716



TO: MAYOR AND COUNCIL,  
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE  
DATE: MARCH 9, 1992  
RE: 1992 CITY AUDITOR

=====  
Attached are the three audit proposals that were submitted for the 1992 audit. I have reviewed these proposals and have called for references. An analysis of these proposals and comments from references is as follows:

CPA	PRICE	COMMENTS
1. Alice Lamont, Ltd	\$9,665 per year	<b>Athens/Clark County:</b> <ul style="list-style-type: none"><li>- Subcontract work from current Auditor</li><li>- Easy to work with</li><li>- No problem recommending</li></ul>
2. Powell & Booth	\$10,500 - March \$ 7,400 - May	<b>City of Norcross:</b> <ul style="list-style-type: none"><li>- (Betty Mauldin) Have not yet completed an annual audit, but seem to know their job.</li><li>- Was not involved in decision process to hire</li></ul>
3. Meeks & Whitaker	\$ 9,200 - March \$ 9,000 - May	<b>City of Stockbridge:</b> <ul style="list-style-type: none"><li>- Very Professional</li><li>- Young firm, but each has experience with Governments</li><li>- Willing to spend time if confused or problem</li><li>- Has knowledge of T.B.S software and reports</li></ul>
4. Forrestal & Pugh	\$ 9,500 - March	

Based on the information provided and through the analysis of each proposal, I am recommending that the City contract with Meeks & Whitaker to perform our 1992 annual financial audit. Not only are they the lowest bidder and are experienced with municipal governmental audits, they know the software we have converted to and should have minimal problems adjusting to our format.

APR.

MAY

JUNE

ALICE LAMONT, LTD.

SUITE A

30 LENOX POINTE

ATLANTA, GEORGIA 30324

ACCOUNTING  
FINANCIAL SERVICES

TELEPHONE 404-264-0999  
TELEFAX 404-266-1182

February 6, 1992

Ms. Sandra Richards  
Finance Director  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Georgia 30518

Dear Ms. Richards:

In response to your request for a proposal for the annual audit of the City of Sugar Hill, Georgia. We submit the following: Our audit would be made in accordance with generally accepted auditing standards, and would include tests of the accounting records and other procedures we consider necessary to enable us to express an opinion on the financial statements taken as a whole.

Our fee for audit services would be \$9,665.00 per year. A total of \$28,995.00 for a three year period of annual audits. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If other accounting services are needed during the year they would be billed at our usual billing rates of: \$100 per hour for partner, \$50 per hour for staff accountants and \$35 per hour for data entry staff.

We appreciate the opportunity to bid for the audit of the City of Sugar Hill, Georgia.

Sincerely,

*Alice Lamont*

Alice Lamont, CPA

AL/hsb

APR.

MAY

JUNE



## REFERENCES

Mr. J. Mac Barber (Immediate Past Mayor of Commerce, GA)  
Vice Chairman Public Service Commission  
244 Washington Street, SW  
Atlanta, Georgia 30334

Phone: (404) 656-0555 or 656-0556

Ms. Jane Cummings  
Executive Director  
KW International  
159 Ralph McGill Blvd.  
Atlanta, Georgia 30308

Phone: (404) 524-0988

Ms. Jean Spratlin  
Commission Clerk  
Athens/Clarke County  
P. O. Box 1868  
Athens, Georgia 30613-4199

Phone: (404) 613-3031

APR.

MAY

JUNE

AUDIT PROPOSAL  
FOR  
CITY OF SUGAR HILL, GEORGIA

BY

MEEKS & WHITAKER, P.C.  
Certified Public Accountants

APR.

MAY

JUNE



APR.

MAY

JUNE

# MEEKS & WHITAKER, P.C.

CERTIFIED PUBLIC ACCOUNTANTS  
3114 MERCER UNIVERSITY DRIVE, SUITE 210  
ATLANTA, GEORGIA 30341  
(404)458-3429

MEMBERS OF  
THE AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS  
GEORGIA SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

BARRY D. MEEKS  
JAMES L. WHITAKER

OTHER LOCATION  
12 N. CEDAR STREET  
SUITE 300C  
MCDONOUGH, GEORGIA 30253  
(404) 957-8345

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APR.

MAY

JUNE



MEEKS & WHITAKER, P.C.

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(404)957-8345

November 20, 1991

The Honorable George Haggard, Mayor  
and Members of City Council  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Georgia 30518

Dear Mayor Haggard and Members of City Council:

We are pleased to submit a proposal for the annual audit of financial statements of the City of Sugar Hill, Georgia for the year ending December 31, 1992.

We will audit the balance sheet of the City of Sugar Hill Georgia as of December 31, 1992 and the related statements of revenues and expenditures, changes in fund balances and supplemental schedules for the year then ended. Our audit will be performed in accordance with generally accepted auditing standards.

Generally accepted auditing standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Our fee for this engagement will be at our regular rates. We expect the fee for the year ending December 31, 1992 to be \$9,200. If, however, major problem areas are encountered during the course of the audit which would require either time beyond what would normally be required for resolution or an expansion of the scope of the audit, then we will discuss the problems with you before undertaking additional work.

Enclosed you will find another letter which provides you with information about the firm of Meeks & Whitaker, P.C. If we may answer any questions concerning this proposal please let us know.

We appreciate the opportunity to provide the City with this proposal and would welcome the opportunity to serve as the certified public accountants of the City of Sugar Hill.

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Should you decide to accept this proposal please sign and return the copy of the enclosed contract which is labeled Attachment # 3.

Sincerely,

*James L. Whitaker*

James L. Whitaker

APR.

MAY

JUNE



# MEEKS & WHITAKER, P.C.

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SUITE 300C  
MCDONOUGH, GEORGIA 30253  
(404)957-8345

November 20, 1991

The Honorable George Haggard, Mayor  
and Members of City Council  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Georgia 30518

Dear Mayor Haggard and Members of City Council:

This letter is to provide you with information about the firm of Meeks & Whitaker, P.C.

## A. BACKGROUND OF MEEKS & WHITAKER, P.C.

The firm was founded in September, 1991 by Barry D. Meeks and James L. Whitaker for the purpose of providing quality services to the firm's clients in a professional and timely manner. Meeting our clients' needs is the firm's number one goal.

Even though the firm is young, Barry and Jim have each had over thirteen years of experience in providing the accounting, auditing and tax needs of small businesses, governmental entities and non profit organizations. The firm of Meeks & Whitaker is highly qualified and capable of providing the City of Sugar Hill with all of it's accounting and auditing needs.

## H. CPAs of THE FIRM

The firm has three accountants, two of which are certified public accountants. Barry Meeks and Jim Whitaker have had their CPA certificates for over 10 years.

## B. TEAM LEADER

The team leader for the audit of the City of Sugar Hill, Georgia will be James L. Whitaker. Jim has over thirteen years of experience providing accounting and auditing needs of local governmental entities. He has been the partner in charge of numerous city and county audits and is familiar with the reporting requirements and accounting problems that may be encountered in governmental entities. Jim is up-to-date on the requirements of the "Single Audit Act of 1984", "OMB Circular A-128" and "Government Audit Standards" issued by the Comptroller General of the United States. For additional

APR.

MAY

JUNE

B. TEAM LEADER - CONTINUED

information on Jim see his resume' which is identified as attachment # 1.

C. TEAM MEMBERS

Assisting Jim with providing the required services to the City of Sugar Hill will be Barry Meeks and Brenda Jarrard. Barry has had extensive experience in providing accounting and auditing services to a variety of businesses, non-profit and governmental organizations. He is also highly experienced in income and estate taxation. Brenda has been preparing monthly financial statements for various governmental entities for over ten years. She is familiar with the requirements of fund accounting which is necessary when dealing with governmental entities. Brenda will be essential in preparing audit schedules.

I. CONTINUING PROFESSIONAL EDUCATION

Each professional of Meeks & Whitaker, P.C. has averaged at a minimum, 40 hours a year of continuing professional education over the last three years. We realize that in order for us to better serve our clients, we have to keep abreast of the constantly changing field in which we work. We feel that the seminars and conferences we attend help us to maintain competence in the areas we serve.

D. GOVERNMENTAL EXPERIENCE

The personnel in the firm of Meeks & Whitaker, P.C. have had significant experience in providing accounting and auditing services to municipal governments. A list of references, which you are free to contact, are included on attachment # 2.

N. GOVERNMENTAL SEMINARS AND TRAINING PROGRAMS

Employees of Meeks & Whitaker, P.C. who have responsibility for providing services to governmental entities are required to obtain a minimum of 24 hours of training in this area every two years. Governmental Seminars and training programs are attended by the firm's employees to satisfy this requirement.

M. INVOLVEMENT WITH GOVERNMENTAL ORGANIZATIONS

Prior to the formation of Meeks & Whitaker, P.C., Jim Whitaker represented his previous firm in the Municipal Finance Officers Association and the Georgia Municipal Association. Our plans are for the firm to become associate members of both these organizations.

G. EXPERIENCE WITH COMPUTERS

Many of our audit clients have computer generated financial statements. We are capable of auditing these clients in an efficient manner. We are also capable of informing our clients of the various accounting controls surrounding computers and



G. EXPERIENCE WITH COMPUTERS

the various types of reports and programs that are needed to satisfy their particular needs. We will provide our clients with our opinion on a certain brand of computer or software after thoroughly reviewing such.

L. WORKLOAD

The firm's workload will allow for year round consultation and special work projects. We recognize that our clients' needs are very important and we strive to provide for those needs in a professional and timely manner. We will always provide the City of Sugar Hill with prompt and professional service.

O. HOURLY RATES FOR  
ADDITIONAL WORK

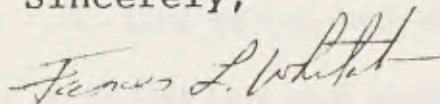
Our standard hourly rate varies according to the degree of responsibility involved and the experience level of the personnel assigned to the engagement.

Our standard rates for the levels of experience we provide are as follow:

Partner	\$75/hr
Manager	\$60/hr
Staff	\$50/hr

If you have any questions concerning any of the above, please do not hesitate to give us a call.

Sincerely,



James L. Whitaker

MEEKS & WHITAKER, P.C.

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JAMES L. WHITAKER

OTHER LOCATION  
12 N. CEDAR STREET  
SUITE 300C  
MCDONOUGH, GEORGIA 30253  
(404) 957-8345

JAMES L. WHITAKER  
Certified Public Accountant  
Audit Partner

Jim received a B.B.A. degree from Georgia State University and is a licensed Certified Public Accountant in the State of Georgia. He is a member of the American Institute of Certified Public Accountants and the Georgia Society of Certified Public Accountants.

For more than twelve years Jim was employed by a local accounting firm where his responsibilities included commercial audits, local governmental audits and preparation of corporate, partnership and individual tax returns. He has obtained extensive experience and training in governmental accounting and auditing and has assisted governmental entities in the preparation of their budgets, implementation of accounting systems and controls, and has helped in preparing reports which are required by federal and state agencies. Jim also represented the firm in the Municipal Finance Officers Association and the Georgia Municipal Association.

During recent years, Jim's Continuing Professional Education has included courses in applying the Single Audit Act of 1984 and other governmental related accounting and auditing courses. In addition, he keeps abreast of changes in all accounting and



auditing standards and taxation of businesses and individuals through courses offered by the Georgia Society of Certified Public Accountants.

He is married to the former Leslie Elliott of Atlanta. Along with their two children, Andy and Ashley, they are active in the Calvary Baptist Church, where Jim is Chairman of the Finance Committee and serves on the Board of Deacons.

APR.

MAY

JUNE

MEEKS & WHITAKER, P.C.

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SUITE 300C  
MCDONOUGH, GEORGIA 30253  
(404)957-8345

November 20, 1991

The Honorable George Haggard, Mayor  
and Members of City Council  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Georgia 30518

Dear Mayor Haggard and Members of City Council:

Please feel free to contact the following in order to help you  
with your evaluation of our proposal:

Gerald B. Garr	City of Riverdale	997-8989
Frances Ward	City of Locust Grove	957-5043
Perry Hiott	City of McDonough	957-3915
Merle Manders	City of Stockbridge	474-7206

Additional references are available upon request.

APR.

MAY

JUNE



MEEKS & WHITAKER, P.C.

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SUITE 300C  
MCDONOUGH, GEORGIA 30253  
(404) 957-8345

November 20, 1991

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

We are pleased to confirm our understanding of the services we are to provide the City of Sugar Hill, Georgia for the year ending December 31 1992 . We will audit the general purpose financial statements of City of Sugar Hill, Georgia as of and for the year ended December 31 1992.

Our audit will be conducted in accordance with generally accepted auditing standards and will include tests of the accounting records of the City of Sugar Hill and other procedures we consider necessary to enable us to express an unqualified opinion that the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit we will not issue a report as a result of this engagement.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to the inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. However, because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a

risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected by us. We will advise you, however, of any matters of that nature that come to our attention. Our responsibility as auditors is limited to the periods covered by our audits and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

We understand that you will provide us with the basic information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. This responsibility includes the maintenance of adequate records and related internal control structure policies and procedures, the selection and application of accounting principles, and the safeguarding of assets.

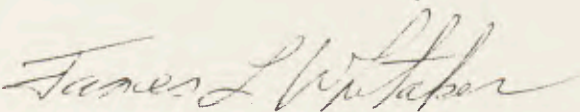
We understand that your employees will locate any invoices selected by us for testing.

Our audit is not specifically designed and cannot be relied on to disclose reportable conditions, that is, significant deficiencies in the design or operation of the internal control structure. However, during the audit, if we become aware of such reportable conditions or ways that we believe management practices can be improved, we will communicate them to you in a separate letter.

Our fees for these services will be based on the actual time spent at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Based on our preliminary estimates, the fee should approximate \$9,200. This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Sugar Hill and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Meeks & Whitaker, P.C.



RESPONSE:

This letter correctly sets forth the understanding of the City of Sugar Hill, Georgia.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

APR.

MAY

JUNE

POWELL & BOOTH, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

FOUNDED 1924

12 LENOX POINTE, N.E.

ATLANTA, GEORGIA 30324-3160

(404) 262-9999

MEMBERS

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

GEORGIA SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

THOMAS H. POWELL  
ELOISE C. BOOTH

January 15, 1992

Ms. Sandy Richards  
City Hall  
4988 West Broad Street  
Sugar Hill, GA 30518

Dear Ms. Richards:

I enjoyed talking to you yesterday about the city's year end audit. We very much appreciate the opportunity to make a proposal on the audit, and we can understand the council's desire to receive the completed financial statements as soon as possible.

As Don Briscoe indicated when he visited with you to review the city's accounting system, January through April is "prime time" for most CPA firms; i.e -- most firms can be more profitable by emphasizing tax returns.

In our original proposal, we estimated our fees to be \$7,400. We arrived at this estimate by applying a 30% discount to our normal rates (150 estimated hours X firm average \$70/hour equals \$10,500). We applied the discount because we planned on performing the work when things slow down in April.

The disadvantage of this, of course, is that the city gets the audited financial statements later rather than sooner. The obvious advantage is a \$3,100 savings. There is a trade-off involved for both parties, and we would be happy to perform the audit in either case.

In order to perform the audit in early winter as we discussed earlier this week, our proposed fee would be:

<u>1992</u>	<u>1993</u>	<u>1994</u>
\$10,500	\$11,000	\$11,500

Thank you once again for allowing us to make a proposal. Should you need any further information or have any further questions about our proposal, please do not hesitate to give me a call.

Sincerely,

*Thomas H. Powell*  
Thomas H. Powell, CPA  
For the Firm

APR.

MAY

JUNE



POWELL & BOOTH, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

FOUNDED 1924

12 LENOX POINTE, N.E.

ATLANTA, GEORGIA 30324-3160

(404) 262-9999

THOMAS H. POWELL

ELOISE C. BOOTH

MEMBERS

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GEORGIA SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT PROPOSAL

Honorable Mayor and Members of  
the City Council  
4988 West Broad Street  
Sugar Hill, Georgia 30518

GENERAL INFORMATION:

Powell & Booth, P.C.  
12 Lenox Pointe, N.E.  
Atlanta, Georgia 30327

Single office

Primary Contact Person: Thomas H Powell/Don Briscoe, CPA's  
(404)262-9999

Number of Employees: 8

Founding Date: 1924

QUALIFICATIONS OF FIRM:

Powell and Booth, P.C. (the firm) has performed auditing services for Governmental Units since its inception. The firm has been in business since 1924, and has developed the experience and expertise necessary to render valuable assistance if needed to governmental entities. The firm has met quality review requirements as set forth by the State Board of Accountancy and is licensed for public practice in the States of Georgia, South Carolina, Tennessee and Alabama.

QUALIFICATIONS OF PERSONNEL ASSIGNED TO THE CITY OF SUGAR HILL:

Thomas H Powell and Eloise C Booth, CPA's, Partners, have a combined total of 74 years experience in public accounting and governmental auditing. Previous experience includes audits of city and county governments and enterprise funds such as the Water Authority. Active in the Fulton and Dekalb County Chapter of the Georgia Society of Certified Public Accountants. Continuing education courses include required hours under GAO's Government Auditing Standards.

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Donald Briscoe, CPA, has 6 years of experience in public accounting, including 6 years of governmental auditing and accounting. Has served as engagement manager on audits similar in size and scope to the City of Sugar Hill. Currently enrolled in the AICPA's Certificate of Educational Achievement Program for Governmental Accounting and Auditing. Associate Member of Georgia Municipal Association. Graduate of Georgia State University.

Shelley Batson, Senior Accountant, has 6 years of experience in public accounting, including 4 years of governmental accounting and auditing. Has in charge experience on audits of smaller governmental units. Graduate of Georgia College.

As part of the firm's quality control system, all firm professional staff attend 40 hours per year of continuing professional education (CPE) courses, including required hours under the GAO's Government Auditing Standards.

APPROACH TO AUDIT:

Type of Audit Programs: Standard program of Practitioners Publishing Company (PPC)

Use of Statistical Sampling: The firm uses Probability Proportionate to Size (PPS) statistical sampling on its governmental audits

Use of Computer Audit Specialties: Compaq computers using Accountant's Trial Balance (ATB) software.

OBJECTIVES AND REQUIREMENTS:

The firm would audit the financial statements of the City of Sugar Hill in accordance with Generally Accepted Auditing Standards, the GAO's Government Auditing Standards and the Single Audit Act, if applicable.

During the course of work the City will be continuously updated on project status and on implementation of new accounting standards.

The availability of City staff has been taken into consideration.

ASSISTANCE FROM COUNTY:

The proposed audit fee and work schedule has taken into consideration the availability of City records and planned assistance from the City's staff. Expected assistance includes the preparation of confirmations, preparation of supporting detail schedules, preparation of reconciliations, and the furnishing of requested documentation.

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FIRM WORKLOAD:

The firm affirms its commitment to the City of Sugar Hill to utilize its resources to the fullest in meeting the deadline requirements of the audit and in adhering to the stringent quality standards set forth by and customary to the City.

COMPENSATION:

The proposed fees for the audit are based on the estimated total hours to complete the project at our standard average billing rate.

Our proposed fee is:

	<u>1992</u>	<u>1993</u>	<u>1994</u>
Audit for year ending December 31, with a completion date of May 1,	\$7,400	\$7,700	\$8,000

Incorporated in our proposed fee is an estimate that the City personnel will need assistance from time to time from firm personnel. Our estimate of this time is 10 hours per year. Should our time exceed 10 hours during the course of the year, we would expect to bill the City at our hourly rates, which would not exceed \$75/hour.

We have also estimated that the City Council would need the auditors to appear at 1-4 meetings per year, and would bill as above for meetings in excess of four per year.

Other costs billed to the City would be for out of pocket expenses. These costs, subject to approval of the City, would amount to approximately \$500 and be mainly for printing costs.

We would be happy to discuss this proposal with you at your convenience.

Proposed,  
Powell & Booth, PC  
By:

*Thomas H. Powell*

Thomas H. Powell, C.P.A.

For the Firm

CURRENT  
GOVERNMENTAL CLIENTS

City of Mansfield, Georgia

Post Office Box 35  
Mansfield, Georgia 30255  
(404) 786-7235

Contact: Jack Roquemoire, Mayor  
Pat Mullins, Clerk

Services Provided: Annual Audit of Financial Statements

Town of Porterdale, Georgia

2 Main Street, Box 667  
Porterdale, Georgia 30270  
(404) 786-2217

Contact: Guy Garner, Mayor  
Malinda Chapman, Clerk

Services Provided: Annual Audit of Financial Statements

Franklin County, Georgia

Post Office Box 159  
Carnesville, Georgia 30521  
(404) 384-2483

Contact: Gail Avant, Clerk  
Andrew J Hill, Attorney

Services Provided: Annual Audit of Financial Statements

Wilkinson County, Georgia

Post Office Box 161  
Irwinton, Georgia 31042  
(912) 946-2236

Contact: Charlene Stuckey, Clerk

Services Provided: Annual Audit of Financial Statements

City of Norcross, Georgia

65 Lawrenceville Street  
Norcross, Georgia 30071  
(404) 448-2122

Contact: Maurice Allen, Mayor  
Betty Mauldin, Clerk

Services Provided: Annual Audit of Financial Statements



APR.

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WORK SESSION  
MONDAY, APRIL 13, 1992  
6:00 P.M.

A G E N D A

- A) Meeting with the City Auditor

MAY

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WORK SESSION  
MONDAY, APRIL 13, 1992  
6:00 P.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley, City Attorney Lee Thompson, City Auditor Rymon Wilborn, City Manager Kathy Williamson, Director of Golf Wade Queen, and Director of Finance Sandy Richards.

Mayor Haggard called the work session to order after dinner.

Audit Presentation

City Auditor Rymon Wilborn presents and reviews the 1991 Audit to the Mayor and Council and asks for any questions or comments. Discussions were held on this matter.

Work session adjourned at 7:35 p.m.

*Judy Foster*

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MAYOR & COUNCIL MEETING  
MONDAY, APRIL 13, 1992  
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) 1991 Audit Presentation

New Business

- A) A & J Automotive
- B) Proposed Hiring of Full Time City Marshall
- C) Kurt H. Sutton Proposal
- D) GMA Policy Committee Nomination
- E) Municipal Gas Authority of Georgia Annual Election
- F) Transco Penalties
- G) Emergency Procedure for GMA Gas Section
- H) Gas Loop at Pinecrest and Peachtree Ind. Blvd.
- I) Cable Vision Rate Adjustment
- J) Required Lead and Copper Tests for Water System
- K) Water Loop for Hillcrest Drive
- L) Tools for New Water Department Truck
- M) Water System Update
- N) Paving of Pine Street and Hillcrest
- O) Kevin Smith - Election Code

City Manager's Report

- A) Tables for Community Center

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAY

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MAYOR & COUNCIL MEETING  
MONDAY, APRIL 13, 1992  
7:30 P.M.

M I N U T E S

Notice was posted at 12:00 noon on Friday, April 10, 1992.

In attendance: Mayor George Haggard and Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley.

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

Mayor Haggard calls for a silent invocation followed by the pledge to the flag.

Minutes

Council Member Stanley states that on page 2 of the Called Council Meeting minutes dated April 2, 1992, there are two sentences which do not make sense to him. They are sentences 2 and 5 of the first paragraph. City Manager Kathy Williamson states that the tape of that meeting will be reviewed and those sentences would be corrected accordingly. Council Member Morris moves to approve the minutes with these corrections noted. 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.

Appeals Board

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

Recreation Board

Council Member Davis states that he has nothing to report.

Budget & Finance

Director of Finance Sandy Richards reports that after the first quarter of the year, the city has a net profit of \$156,954. This is primarily due to gas revenues during the peak gas season. Cash balance was \$239,939 and does not include funds held in investments which total \$662,000. There has been \$256,436 spent this quarter for construction on the golf course and sewer treatment plant project. Refer to financial reports.

1991 Audit Presentation

City Auditor Rymon Wilborn thanks the City Manager, Director of Finance and their staff for their support in helping him to complete the audit. Mr. Wilborn states that the opinion on the financial statements is an unqualified opinion, meaning that there were no exceptions found during the process of the audit and the city has a clean audit opinion on its financial



MAYOR & COUNCIL MEETING  
MONDAY, APRIL 13, 1992  
MINUTES, CONT'D.  
PAGE 2

statements. He reports that at the end of the year, the city had the following amounts of cash on hand: \$161,768 in the General Fund, \$591,934 in investments, \$140,067 in the Utilities Fund and \$1,553,879 in the Construction Fund for the golf course and sewer treatment plant project. The General Fund ended the year with a positive fund balance of \$752,726. Mr. Wilborn reports that the city is in sound financial condition and is progressing very well with the golf course project and appears to have adequate funds to meet its obligations for debt and construction requirements. The enterprise funds had a net operating income of \$725,902. Finally, Mr. Wilborn states that the results of the operation of the City of Sugar Hill for 1991 was very positive. Mayor Haggard thanks Mr. Wilborn for being the City Auditor for the last 3 years. He states that the City will be changing firms for the 1992 Audit. Mr. Wilborn thanks the Mayor and Council for the opportunity to complete the audit for the past 3 years.

Mayor Haggard amends the agenda to include Bill Parker who is representing the Odyssey of the Mind program for Sugar Hill Elementary School.

Odyssey of the Mind

Bill Parker states that a group of students from Sugar Hill Elementary have won the state competition for the Odyssey of the Mind program. This is a tasking type program where students have to solve problems such as building cars and bridges, without adult assistance. They are now planning to go to Boulder, Colorado for the national competition. Mr. Parker is requesting the city to sponsor one child to go on this trip, which would cost approximately \$700. The school system does not provide any funds for this program because it is considered an extra curriculum activity. Mayor Haggard states that it is the city's policy not to make charitable contributions, however, he starts a collection from those in attendance who would like to contribute. The total collected was \$453. Mr. Parker thanks everyone who contributed.

Mayor Haggard amends the agenda to move Kevin Smith up to the first item under new business.

Kevin Smith - Voter Registration

Resident Kevin Smith is requesting the Mayor and Council to consider turning the city's voter list over to Gwinnett County. Mr. Smith feels that the city keeping its own voters list is unnecessary double work and turning the list over to the county would simplify the voting process. It would also eliminate the problem and confusion of having to re-register people moving into the City of Sugar Hill from elsewhere in Gwinnett County. Mayor Haggard states that the Council will review this request at a later date.

(A)



A & J Auto Parts

Jake Adams, of A & J Auto Parts, states that they would like to relocate their auto parts business from Buford to Sugar Hill on Highway 20, between the North Gwinnett Professional Center and the Tri-County Internal Medicine Building. City Manager Kathy Williamson states that this is only for the Council's review and information. The Planning & Zoning Board has already established the 40' buffer between this property and the residential district. Council Member Stanley feels that these plans should not have come before the Mayor and Council because it does not amend the Zoning Ordinances. Mrs. Williamson states that Mr. Stanley is correct, however, the Mayor and Council asked to review all new development plans, even though they do not take any action on them. Discussion held on this matter. City Attorney Lee Thompson states that Council Member Stanley is correct, the Council has no authority over these plans. Mayor Haggard asks if there was any opposition to this new development. Mrs. Williamson states that there was one resident at the Planning & Zoning Meeting who had some questions about drainage, but his questions were addressed and this will be followed up on by the Director of Development and Utilities. Mayor Haggard apologizes to Mr. Adams for having to attend the meeting. Mayor Haggard suggests the Council have a meeting to discuss this matter since they are the ones who have to answer to the voters.

Proposed Hiring of Full-Time City Marshall

City Manager Kathy Williamson is requesting the Council to consider hiring a full time City Marshall. She states that the city's building inspector has been handling the duties of the City Marshall, however, the city is growing so fast and there is so much development going on that he just does not have adequate time to handle those responsibilities as well. Mrs. Williamson presents a memo showing the job duties of Buford's City Marshall and his salary. Refer to memo. Council Member Stanley moves to table this matter until next month and have the City Manager provide a detailed budget, including proposed salary, vehicle, radio, etc., to be reviewed at that time. Second to the motion by Council Member Bailey. Vote unanimous.

Kurt Sutton Property

City Manager Kathy Williamson states that Mr. Kurt Sutton has made a second proposal to the city to purchase his home and three acres contingent to the park. The first proposal Mr. Sutton made three years ago was for \$150,000. Now he is asking \$175,000 for the property. This is for the Council to review. Discussion held on this matter. Council Member Bailey moves to table this matter and see if Mr. Sutton will come down on his proposal. Second to the motion by Council Member Everett. Vote unanimous.

(10)

GMA Policy Committee Nomination

City Manager Kathy Williamson reports that GMA is accepting nominations for the five policy committees and if anyone is interested, they need to notify the City Clerk to have their name submitted.

Municipal Gas Authority of Georgia Annual Election

City Manager Kathy Williamson states that a voting delegate and alternate need to be appointed for the Municipal Gas Authority Annual Election to be held on Thursday, May 28, 1992 at Lake Lanier Islands. Council Member Everett moves to appoint the City Manager as the voting delegate and Council Member Morris as the alternate. Second to the motion by Council Member Bailey. Vote unanimous.

Transco Penalties

Director of Utilities Ken Crowe reports that the city was assessed a penalty of \$60,725 from Transco in 1989 for an overrun. The city contested this penalty and refused to pay. Mr. Crowe reports that Transco has now dismissed this penalty. Refer to letter from Transco.

Emergency Procedure for GMA Gas Section

Director of Utilities Ken Crowe states that it is time to update the Emergency Procedure Plan. Mr. Crowe explains that this plan allows the city to assist other cities in case of emergencies without having to get approval from the Council first. City Manager Kathy Williamson states that we have been involved in this plan for the past 15 years. Council Member Morris moves to adopt the Emergency Procedures Plan for the Gas Section. Second to the motion by Council Member Bailey. Vote unanimous.

Gas Loop at Pinecrest and Peachtree Industrial Boulevard

Director of Utilities Ken Crowe reports that the gas line to loop Pinecrest Drive and Peachtree Industrial Boulevard has been completed and has improved gas pressure in Parkview North and East.

Required Lead and Copper Tests for Water System

Director of Utilities Ken Crowe states that EPD is requiring lead and copper tests for our water system. He recommends tabling this issue to discuss in a work session since it gets very detailed. Mr. Crowe states that the city may be able to get on a joint program with the county since all our water comes from the county. Council Member Stanley states that the city has three choices: the state can test the water, the county can test the water or the city can test the water. Mr. Stanley suggests Mr. Crowe determine which way would be the least cost to the city so the Council can make a decision.

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Water Loop for Hillcrest Drive

Director of Utilities Ken Crowe reports that the water loop for Hillcrest Drive has been completed. The results have come back from Gwinnett County and show an increase in overall pressure for that area.

Tools for New Water Department Truck

Director of Utilities Ken Crowe states that tools are needed for the new water department truck that was recently purchased. The tools were not budgeted for this year, but the total low bid for a tool box, vise and miscellaneous tools is \$454. Refer to memo. Resident Tom Wilson asks what the prices are for the tools and vise. City Manager Kathy Williamson gives Mr. Wilson this information. Mr. Wilson states that the vise is junk if it only costs \$35. Mayor Haggard asks Mr. Crowe if it is his recommendation that these tools are adequate for the job. Mr. Crowe states yes, they are adequate. Council Member Morris moves to authorize the funds to purchase these items from the low bidder. Second to the motion by Council Member Bailey. Vote unanimous.

Paving of Pine Street and Hillcrest Drive

Director of Utilities Ken Crowe has obtained bids to have Pine Street paved from East Broad Street to P.I.B. and Hillcrest Drive from Highway 20 to West Broad Street. Refer to memo. Funds for these projects will come from the paving agreement with Gwinnett County. Mr. Crowe is recommending Tanner Brothers for the job since he has the low bid and is a reputable contractor. Council Member Everett moves to accept the low bid from Tanner Brothers. Second to the motion by Council Member Morris. Vote unanimous.

Water System Update

Director of Utilities Ken Crowe reports that the golf course main water supply has been completed as well as the looping of Hillcrest Drive to West Broad Street's water main. Both these projects now have adequate water flow.

Cablevision Rate Adjustment

City Manager Kathy Williamson reports that effective May 1, 1992, Cablevision will be increasing the budget basic retail rate by \$.50 and the tier retail rate by \$1.00. This is for the Council's information. Council Member Stanley states that the franchise agreement the city has with Cablevision allows them to increase their rates each year and there is nothing the city can do about the increases. Resident Bobbie Queen suggests the Mayor and Council write a letter to Cablevision stating that they are dissatisfied with the increases. Mrs. Williamson suggests also asking Cablevision to give a discount

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to those customers on fixed incomes. Council Member Davis moves to write the letter to Cablevision notifying them of the dissatisfaction of the Mayor and Council regarding the rate increases and to include the recommendation of giving discounts to customers on fixed incomes. Second to the motion by Council Member Morris. Vote unanimous.

#### Tables for Community Center

City Manager Kathy Williamson is requesting to purchase 5 tables from National Business Furniture for a total of \$425 to be used in the Community Center. Mrs. Williamson states that the tables from Sam's Club are too narrow. Refer to memo. Council Member Stanley moves to authorize the funds to purchase 5 tables from National Business Furniture. Second to the motion by Council Member Morris. Vote unanimous.

#### Director of Golf's Report

Director of Golf Wade Queen reports that the last green complex will be finished tomorrow. They should finish tying in services by the end of week and there are approximately 20 more days of construction left. Mr. Queen states that he is hoping to open the golf course in the middle to latter part of May, but have the grand opening on July 4th. He feels they are making real progress. Council Member Stanley states that some local celebrities need to be at the grand opening ceremonies and we need to be getting out invitations. City Manager Kathy Williamson states that she and Mrs. Bailey are meeting on Friday and they will discuss this. Mayor Haggard states that any of the Council who has someone in particular that they want to invite, they need to give those names and addresses to the City Manager. He also states that any of the Council who may want to attend this meeting Friday may do so. Mrs. Williamson states that she was handling the grand opening similar to the ground breaking ceremonies. Mayor Haggard states that this is fine.

#### Council Reports

Council Member Bailey commends the city employees for all their hard work. He states that they have saved the city alot of money by doing the work themselves instead of having to contract the work out.

Council Member Davis also commends the city employees for all their hard work.

Council Member Stanley states that he has four issues that he would like placed on the agenda for the Council Meeting in May. They are as follows: Sidewalk Construction Program, Two Council Meetings per Month, Liquor and Mixed Drink Referendum, and Voter Registration by Gwinnett County. Refer to memo.

(JA)

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MAYOR & COUNCIL MEETING  
MONDAY, APRIL 13, 1992  
MINUTES, CONT'D.  
PAGE 7

Mayor Haggard states that there is an opening on the Planning & Zoning Board and on the Appeals Board. He is recommending the Council appoint Edward Schoeck to serve on the Planning & Zoning Board and Ron West to serve on the Appeals Board. Council Member Morris asks Mayor Haggard if he has talked to these prospects and are they willing to serve on these boards. Mayor Haggard states yes, they are willing to serve. Council Member Morris moves to accept the Mayor's recommendation and appoint these residents to serve on these boards. Second to the motion by Council Member Davis. Vote unanimous.

Citizen's Comments

Resident Tom Wilson states that it is a conflict of interest for Jim Stanley to be a Council Member and he should resign.

Mayor Haggard recognizes Wayne Hill and Donna Fisher who are running for Chairman of the Gwinnett County Board of Commissioners and Jim Karsten who is running for Sheriff of Gwinnett County. Mr. Karsten asks for support from the residents of Sugar Hill.

Adjournment

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

Meeting adjourned at 9:13 p.m.

*Judy A. Foster*

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# CITY OF SUGAR HILL

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

**TO:** MAYOR AND COUNCIL  
**FROM:** SANDRA RICHARDS, DIRECTOR OF FINANCE  
**DATE:** APRIL 13, 1992  
**RE:** FIRST QUARTER BUDGET RESULTS

## OPERATIONS:

The following is the results from first quarter of 1992 operations. These figures are expressed as variances and represent net income (loss) in each fund.

General	\$ 105,020
Sanitation	\$ ( 3,160)
Gas	\$ 328,263
Water	\$ (59,136)
Street	\$ (24,215)
Sewer	\$ (69,738)
Golf Course	<u>\$ (120,080)</u>
Total	\$ 156,954

## CASH BALANCE:

At the end of March the city had total cash in operating accounts of \$239,939. This does not include money held in investments.

## INVESTMENTS:

\$662,000 remain in our investment accounts at the end of March 1992.

## CONSTRUCTION:

During the first quarter of 1992, the city spent \$256,436 for construction of the golf course and waste water treatment facility.

MAY

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Report CASHFLW3

4/10/1993

City of Sugar Hill  
Cash Flow Analysis Report - Projected Variance of Budgeted & Proposed Actions

1992 FY Variances	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
<b>OPERATIONS:</b>													
Proj. Revenues:	\$515,592.74	\$541,887.77	\$363,639.39	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$5,101,529.90
Proj. Expenses:	\$390,784.86	\$398,816.68	\$378,665.67	\$335,327.00	\$328,015.00	\$367,299.00	\$358,326.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,332,505.21
Sub-Variance:	\$124,807.88	\$203,071.09	( \$15,026.28)	\$79,653.00	\$86,965.00	\$22,681.00	( \$118,396.00)	\$60,083.00	\$5,320.00	\$161,582.00	\$93,227.00	\$65,057.00	\$769,024.69
<b>NON-BUDGETARY:</b>													
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
'74 Bond Principle:												\$10,000.00	\$10,000.00
Golf Construction:	\$54,292.98	\$52,776.11	\$58,365.63	\$96,000.00	\$131,000.00	\$131,000.00	\$52,000.00		\$17,000.00				\$593,434.72
Sewer Construction:	\$16,348.35	\$1,617.98	\$72,035.90										\$90,002.23
Southside WWTP:				\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$54,900.00
Non-Budget Subtotal:	\$78,941.33	\$63,694.09	\$138,701.53	\$110,400.00	\$145,400.00	\$145,400.00	\$66,400.00	\$14,400.00	\$31,400.00	\$14,400.00	\$14,400.00	\$24,400.00	\$847,936.95
<b>PROPOSED ACTIONS:</b>													
Proposed Subtotal:	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
<b>TOTAL VARIANCE:</b>	\$45,866.55	\$139,377.00	( \$153,727.81)	( \$30,747.00)	( \$58,435.00)	( \$122,719.00)	( \$184,796.00)	\$45,683.00	( \$26,080.00)	\$147,182.00	\$78,827.00	\$40,657.00	( \$78,912.26)
<b>MONTHLY BALANCES:</b>	\$968,631.55	\$1,108,008.55	\$954,280.74	\$923,533.74	\$865,098.74	\$742,379.74	\$557,583.74	\$603,266.74	\$577,186.74	\$724,368.74	\$803,195.74	\$843,852.74	= '92 Carry
As calculated using 1991 Carryover & Reserves of:	\$922,765.00												

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Report CASHFLW2

4/10/1992

City of Sugar Hill  
Cash Flow Analysis Report - Budgeted Expenditures

1992 FY Expenses	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
<b>I. Non-Seasonal</b>													
A. General	\$64,337.80	\$42,200.65	\$57,234.32	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$42,600.00	\$547,172.77
B. Sanitation	\$22,593.86	\$20,978.33	\$23,093.25	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$17,300.00	\$222,365.44
C. Gas	\$26,215.55	\$50,021.79	\$32,204.82	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$25,600.00	\$338,842.16
D. Water	\$47,024.79	\$29,814.01	\$61,369.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$30,800.00	\$415,407.80
E. Street & Bridge	\$8,582.27	\$8,189.67	\$9,914.70	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$15,600.00	\$167,086.64
F. Sewer	\$46,018.02	\$41,383.26	\$52,174.23	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$589,575.51
<b>1. Sub-totals:</b>	<b>\$214,772.29</b>	<b>\$192,587.71</b>	<b>\$235,990.32</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$181,900.00</b>	<b>\$2,280,450.32</b>
<b>II. Seasonal</b>													
A. General:													
Audit/Actg				\$8,700.00									\$8,700.00
Festival			\$21.16		\$1,500.00								\$1,521.16
Prop & Liab Ins			\$6,700.00	\$6,700.00	\$6,700.00	\$20,000.00	\$6,700.00						\$46,800.00
Workers Comp			\$6,175.00	\$6,000.00				\$6,000.00				\$6,000.00	\$24,175.00
<b>A. Sub-total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,896.16</b>	<b>\$21,400.00</b>	<b>\$8,200.00</b>	<b>\$20,000.00</b>	<b>\$6,700.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$81,196.16</b>
B. Gas Fund:													
Gas Cost	\$109,488.70	\$94,079.56	\$65,526.31	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$56,400.00	\$118,500.00	\$118,500.00	\$118,500.00	\$962,994.57
C. Water Fund:													
Water Cost	\$24,747.87	\$19,073.16	\$19,094.01	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$33,190.00	\$19,400.00	\$19,400.00	\$19,400.00	\$19,400.00	\$306,465.04
D. Golf Course:	\$41,776.00	\$33,076.25	\$45,158.87	\$42,437.00	\$48,325.00	\$75,809.00	\$80,136.00	\$81,857.00	\$65,660.00	\$64,248.00	\$62,623.00	\$60,293.00	\$701,399.12
<b>II. Sub-total:</b>	<b>\$176,012.57</b>	<b>\$146,228.97</b>	<b>\$142,675.35</b>	<b>\$153,427.00</b>	<b>\$146,115.00</b>	<b>\$185,399.00</b>	<b>\$176,426.00</b>	<b>\$177,447.00</b>	<b>\$141,460.00</b>	<b>\$202,148.00</b>	<b>\$200,523.00</b>	<b>\$204,193.00</b>	<b>\$2,052,054.89</b>
<b>TOTAL EXPENSES:</b>	<b>\$390,784.86</b>	<b>\$338,816.68</b>	<b>\$378,665.67</b>	<b>\$335,327.00</b>	<b>\$328,015.00</b>	<b>\$367,299.00</b>	<b>\$358,326.00</b>	<b>\$359,347.00</b>	<b>\$323,360.00</b>	<b>\$384,048.00</b>	<b>\$382,423.00</b>	<b>\$386,093.00</b>	<b>\$4,332,505.21</b>

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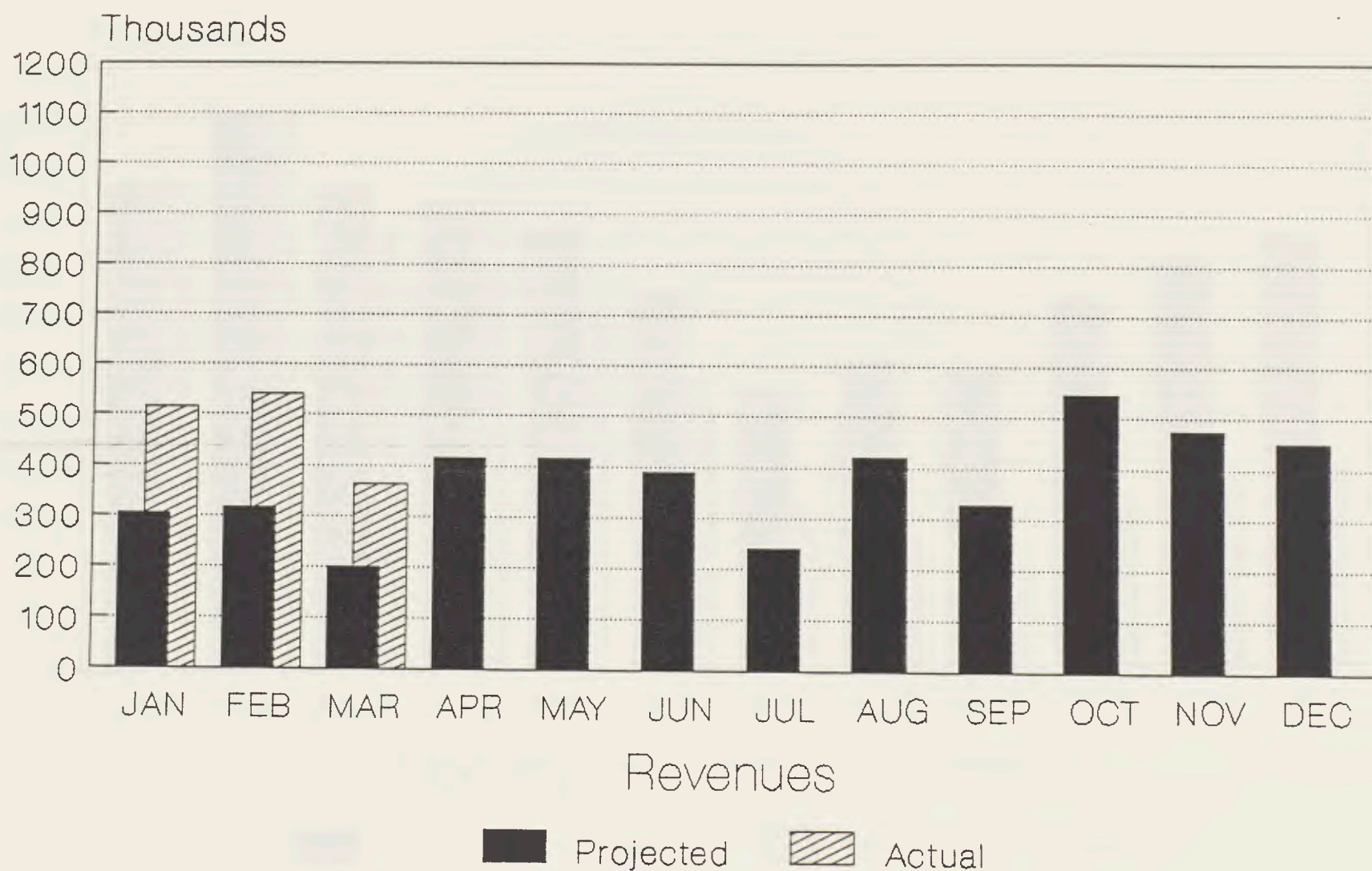
Report CASHFLW1.PRN

4/ 9/1992

City of Sugar Hill  
Cash Flow Analysis Report -Projected Revenues

1992 FY Revenues	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
*****													
I. Non-Seasonal													
A. General	\$24,638.87	\$32,037.00	\$47,324.23	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00	\$285,800.10
B. Sanitation	\$22,581.34	\$22,408.81	\$20,703.85	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$18,400.00	\$231,294.00
C. Gas	\$1,075.00	\$1,800.00	\$6,480.45	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00	\$37,255.45
D. Water	\$3,675.00	\$2,264.70	\$14,552.25	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$89,791.95
E. Street & Bridge	\$910.58	\$578.82	\$1,073.28	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00	\$8,862.68
F. Sewer	\$695.50	\$.00	\$3,039.51	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$14,535.01
I. Sub-totals:	\$53,576.29	\$59,089.33	\$98,173.57	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$51,300.00	\$667,539.19
II. Seasonal													
A. General:													
Property Tax	\$58,569.54	\$5,234.05	\$12,262.40	\$50.00	\$50.00	\$50.00			\$50.00		\$126,000.00	\$126,000.00	\$328,265.99
Gas Pwr Fee		\$100,675.23											\$100,675.23
So. Bell Fee								\$18,000.00					\$18,000.00
NE Cable Fee		\$12,413.73											\$12,413.73
Insur Fee										\$70,000.00			\$70,000.00
A. Sub-total:	\$58,569.54	\$118,323.01	\$12,262.40	\$50.00	\$50.00	\$50.00	\$.00	\$18,000.00	\$50.00	\$70,000.00	\$126,000.00	\$126,000.00	\$529,354.95
B. Gas Fund:													
Gas Sales	\$309,029.10	\$314,062.93	\$198,271.49	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$94,300.00	\$198,000.00	\$198,000.00	\$198,000.00	\$1,981,163.52
C. Water Fund:													
Water Sales	\$70,922.17	\$18,406.74	\$37,585.65	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$69,490.00	\$40,610.00	\$40,610.00	\$40,610.00	\$40,610.00	\$636,804.56
D. Street & Bridge:													
County Tax										\$70,000.00			\$70,000.00
E. Sewer Fund:													
Sewer Sales	\$23,467.05	\$32,005.76	\$22,346.28	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$260,095.09
Sewer Taps				\$175,000.00	\$175,000.00	\$150,000.00							\$500,000.00
E. Sub-total:	\$23,467.05	\$32,005.76	\$22,346.28	\$199,840.00	\$199,840.00	\$174,840.00	\$24,840.00	\$24,840.00	\$14,520.00	\$14,520.00	\$14,520.00	\$14,520.00	\$760,095.09
F. Golf Course:	\$28.59							\$161,500.00	\$127,900.00	\$101,200.00	\$45,220.00	\$20,720.00	\$456,566.59
II. Sub-total:	\$462,016.45	\$482,798.44	\$270,465.82	\$363,680.00	\$363,680.00	\$338,680.00	\$188,630.00	\$368,130.00	\$277,380.00	\$494,330.00	\$424,350.00	\$399,850.00	\$4,433,990.71
TOTAL REVENUE:	\$515,592.74	\$541,887.77	\$363,639.39	\$414,980.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$5,101,529.90
*****													

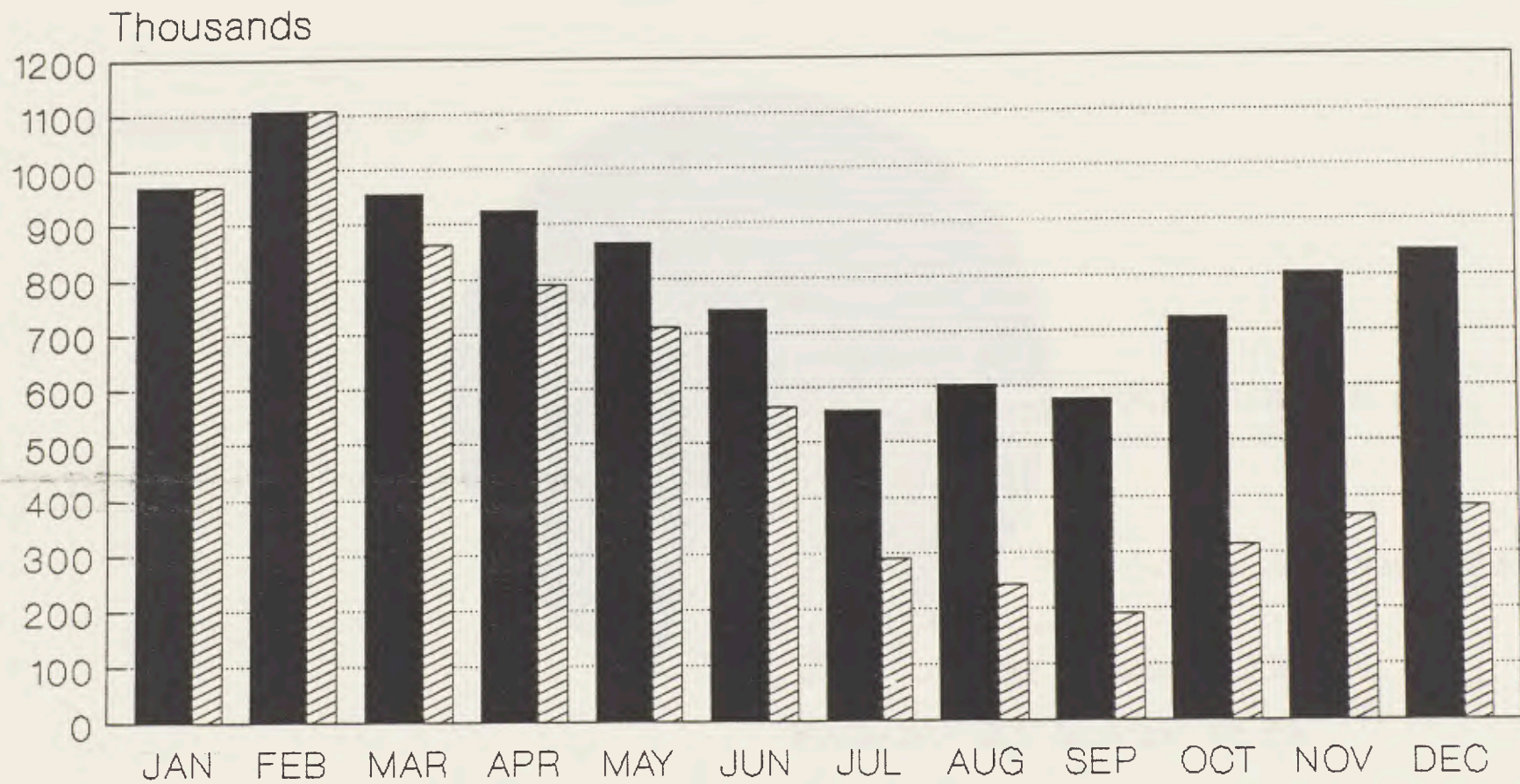
# Revenues-Projected & Actual FY 1992 City of Sugar Hill



Dollars



# Variations - April vs March FY 1992 City of Sugar Hill



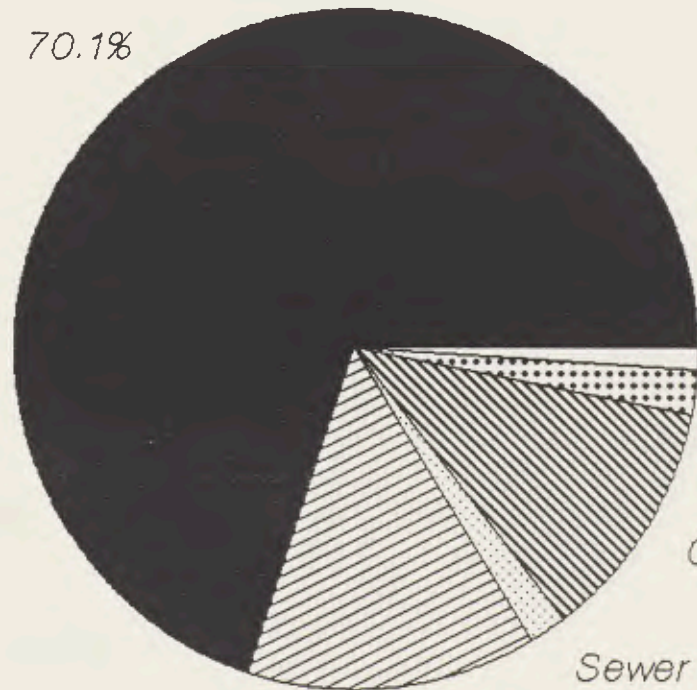
Monthly Resultant Variations

■ Apr. Proj. Variance    ▨ Mar. Proj. Variance

Dollars

# Total Expenditure Breakdown-Rev. 1st QTR FY 1992 City of Sugar Hill

*Budgeted-Funds 1-6 70.1%*



*Southside WWTP 1.1%*  
*Bonds 2.1%*

*Golf Course Construc 11.5%*

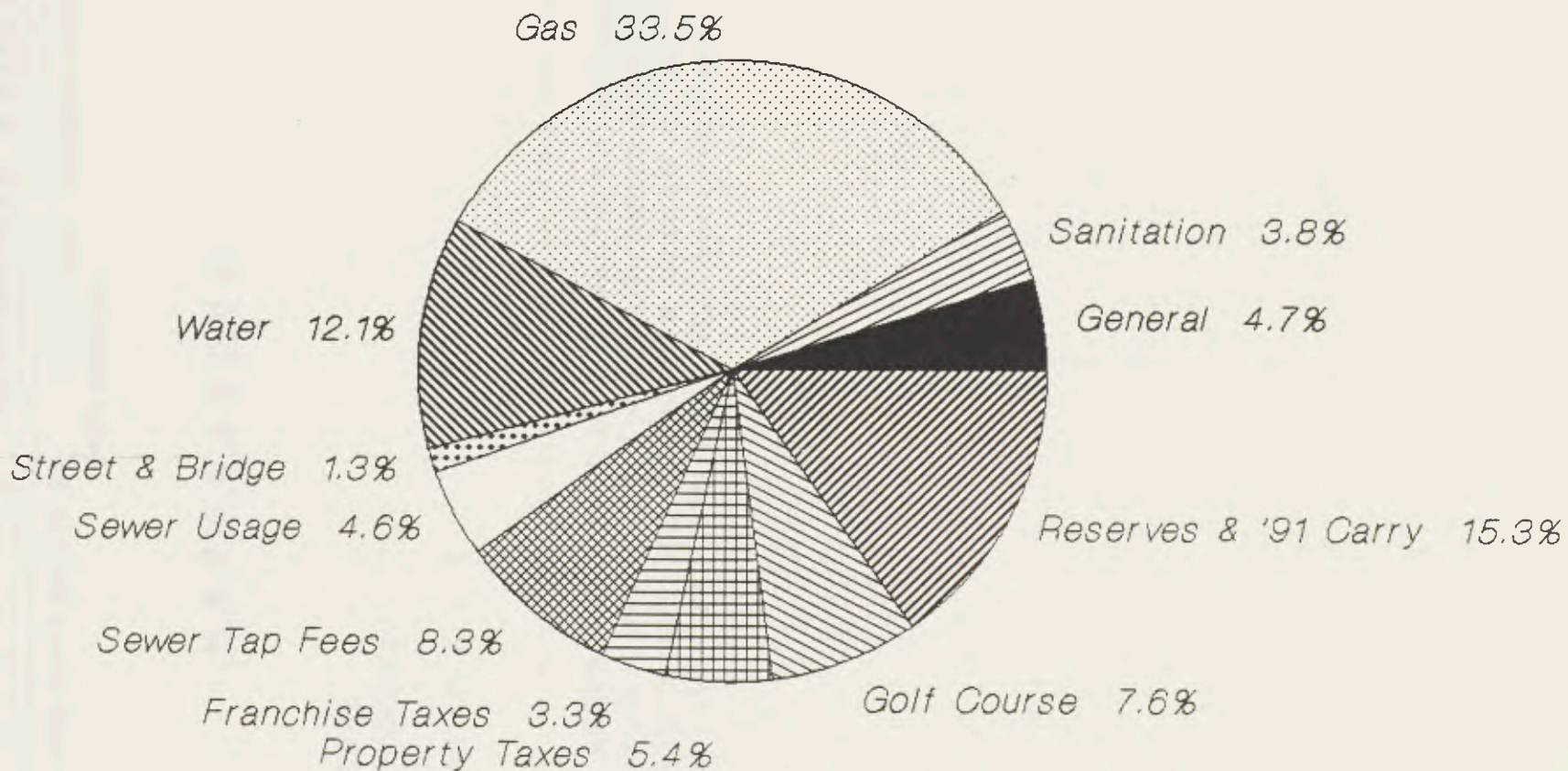
*Sewer Related 1.7%*

*Budgeted-Golf Course 13.5%*

*As part of \$5,091,340.*



# Total Revenue Stream-Rev 1st QTR FY 1992 City of Sugar Hill



As part of \$6,024,267.

Percentiles



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# CITY OF SUGAR HILL

---

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

## M E M O R A N D U M

DATE: April 9, 1992  
TO: Mayor and Council  
FROM: Amy Roark  
RE: Information on A & J

---

A & J Automotive (NAPA Auto in Buford) wants to relocate in Sugar Hill. The store would be located between North Gwinnett Professional Building and Dr. Dambach's office on Hwy. 20. The plats are available at City Hall for your review.

MAY

JUNE



MEMORANDUM

DATE: MARCH 24, 1992  
TO: MAYOR AND COUNCIL  
FROM: CITY MANAGER  
SUBJECT: CITY MARSHALL

IT HAS BEEN BROUGHT TO MY ATTENTION, THROUGH SEVERAL COMMUNICATIONS AT THE CITY THAT THE CITY IS IN NEED OF A FULL-TIME CITY MARSHALL. STEVE KENNEDY IS NOW FILLING THE POSITION ALONG WITH BEING THE CITY'S FULL-TIME BUILDING INSPECTOR.

MY RECOMMENDATION FOR THE MAYOR AND COUNCIL TO REVIEW THIS MATTER IS BECAUSE OF THE FOLLOWING:

- A) INSPECTIONS HAVE INCREASED AND STEVE HAS LIMITED TIME FOR THE CITY MARSHALL POSITION
- B) VANDALISM HAS ALWAYS BEEN A PROBLEM AT THE PARK, CITY BARN AND THE GOLF COURSE AND INCREASED IN 1991 TO THE TUNE OF \$18,000.00
- C) THE GOLF COURSE WILL BE OPEN SOON AND EQUIPMENT AND BUILDINGS ARE BEING ADDED DAILY
- D) RESIDENTS, THE BETTERMENT COMMITTEE, AND THE COMPREHENSIVE PLAN COMMITTEE RECOMMENDING THAT THE CITY HAVE IT'S OWN POLICE DEPARTMENT.

E) ORDINANCES ARE NOT BEING ENFORCED CONSISTENTLY BEING THAT THE CITY OF BUFORD HAS CONTINUALLY HAD A FULL-TIME CITY MARSHALL, I CONTACTED MITCH PEEVY TO GET THEIR CITY'S JOB DESCRIPTION FOR THEIR CITY MARSHALL. HE COULD ONLY TELL VERBALLY WHAT THE JOB DUTIES WERE FOR THE MARSHALL. THE DUTIES ARE AS FOLLOWS:

- A) ENFORCEMENT OF CITY ORDINANCES
- B) NIGHT PATROLING OF ALL CITY PROPERTIES
- C) TRAFFIC CONTROL AT CITY AND SCHOOL FUNCTIONS
- D) COMMUNICATING TO GWINNETT COUNTY POLICE DEPARTMENT ACCIDENTS IN THE CITY, AND THINGS OUT OF THE ORDINARY

THE CITY OF BUFORD PAYS THEIR CITY MARSHALL \$11.00 PER HOUR. HE HAS BEEN WITH THE CITY 8 YEARS.

THE JOB RESPONSIBILITIES OF THE SUGAR HILL CITY MARSHALL WOULD BE ENFORCEMENT OF THE CITY ORDINANCES PART OF THE DAY AND THE PATROLING OF THE CITY IN THE EVENING. I THINK THAT THE VISUAL APPEARANCE OF A FULL-TIME CITY MARSHALL WOULD CUT DOWN ON TRAFFIC, AND VANDALISM OF CITY PROPERTY.

MAY

JUNE

MEMORANDUM

DATE: MARCH 26, 1992  
TO: MAYOR AND COUNCIL  
FROM: CITY MANAGER  
SUBJECT: PROPERTY NEXT TO THE PARK

Three acres and the brick home adjoining E.E. Robinson Park belongs to Mr. Kurt Sutton. Mr. Sutton made a proposal to the city three years ago to sell this property to the city. The proposal stated that he was asking \$150,000.00 for the property.

Mr. Sutton contacted the city on March 24, 1992 and stated that he wondered if the city of still interested in purchasing his property at a cost of \$175,000.00. I instructed him to resubmit a proposal to be placed on the agenda for the April 13th regularly scheduled council meeting.

The city made application to the CBDG funding in 1989 to purchase this property for a youth and senior citizen center, the request was denied due to the surrounding homes being above poverty level.

Attached is a copy of Mr. Sutton's proposal, for your information.

MAY

JUNE



# **Proposal**

## **Submitted To**

**The Honorable Mayor**  
George Haggard

**The City Manager**  
Kathy Williamson

**The City Council**  
Reuben Davis  
Roger Everett  
David Hawthorne  
Thomas Morris, Sr.  
Bobbie Queen

by

**Kurt H. Sutton**

MAY

JUNE

# PROPOSAL

The sale of the property of Kurt H. Sutton to the City of Sugar Hill.

The property offered for sale is adjacent to and bounded on two sides by E.E. Robinson City Park. The back side of the property is within 50 feet of the current maintenance building located in the park.

The property is ideally suited for:

- Expansion of the park facilities and services
- Senior citizens and youth center
- Expansion of administrative offices
- Development and expansion of maintenance department
- Additional space for storage and parking of city vehicles and materials
- Overseeing the park and related activities
- Future growth required of a city located in the fastest growing county in the United States

MAY

JUNE



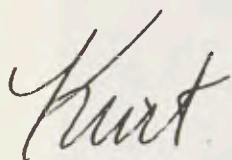
Page Two

The subject property is located at 895 Level Creek Road, in the city of Sugar Hill, adjacent to E.E. Robinson Park. Convenient to Peachtree Industrial Boulevard, Buford Highway, and I-85. In a high growth area that should continue to develop for the foreseeable future.

The property is comprised of a 3-1/2 bath, 3 bedroom brick home (1914 square feet), 3 acres of grassed lawn, a large paved tree-lined driveway, and parking area and storage shed.

For a more detailed description of the subject property, see the attached copy of Titled Warranty Deed and photocopies.

The total investment required to purchase subject property is \$175,000.

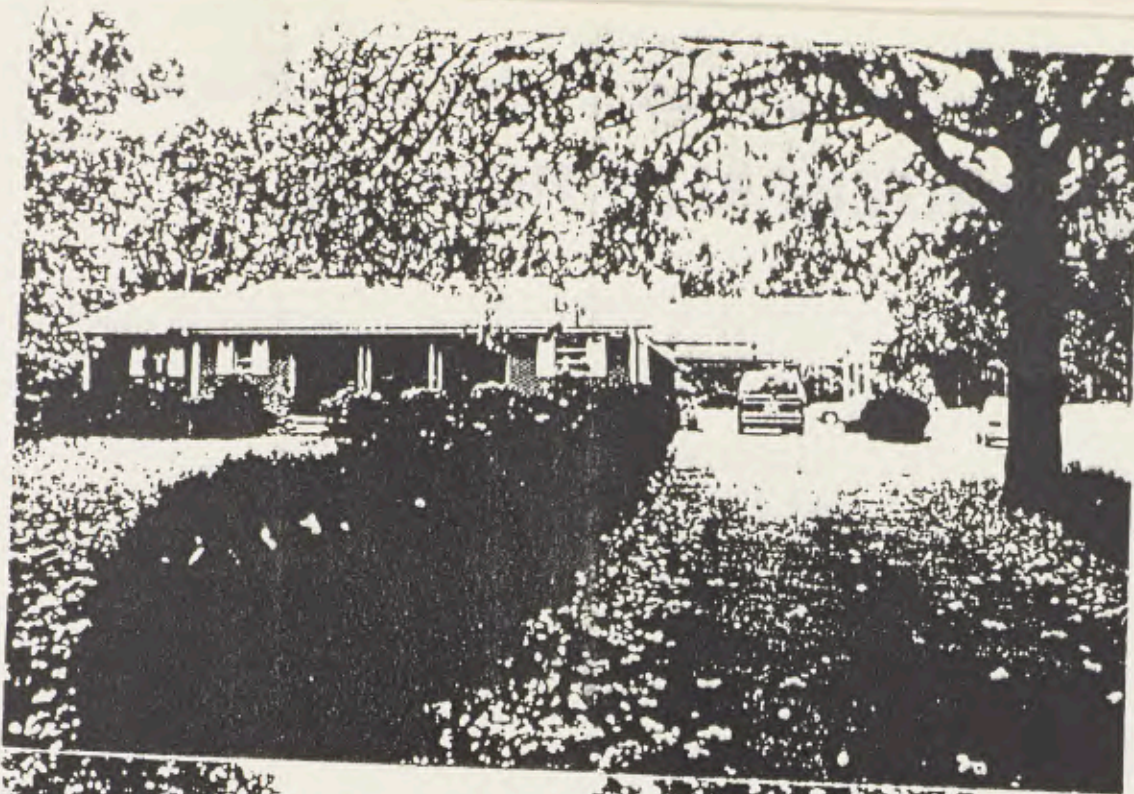


Kurt H. Sutton

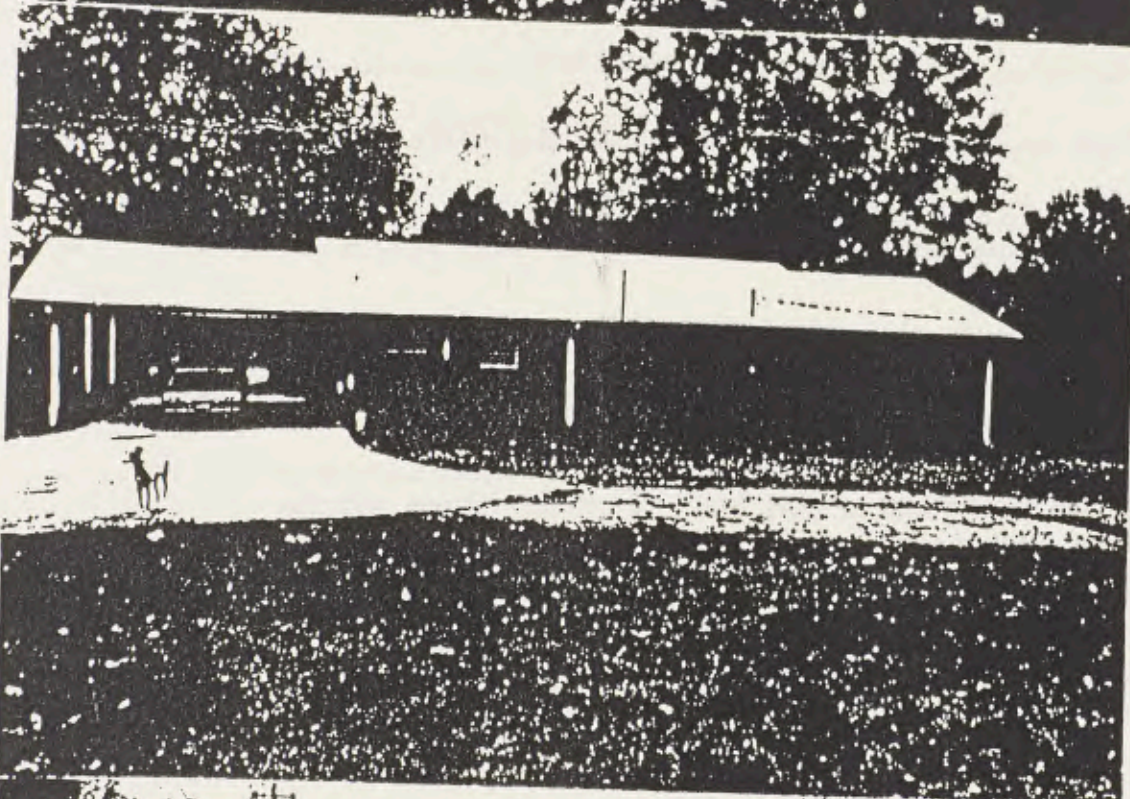
MAY

JUNE

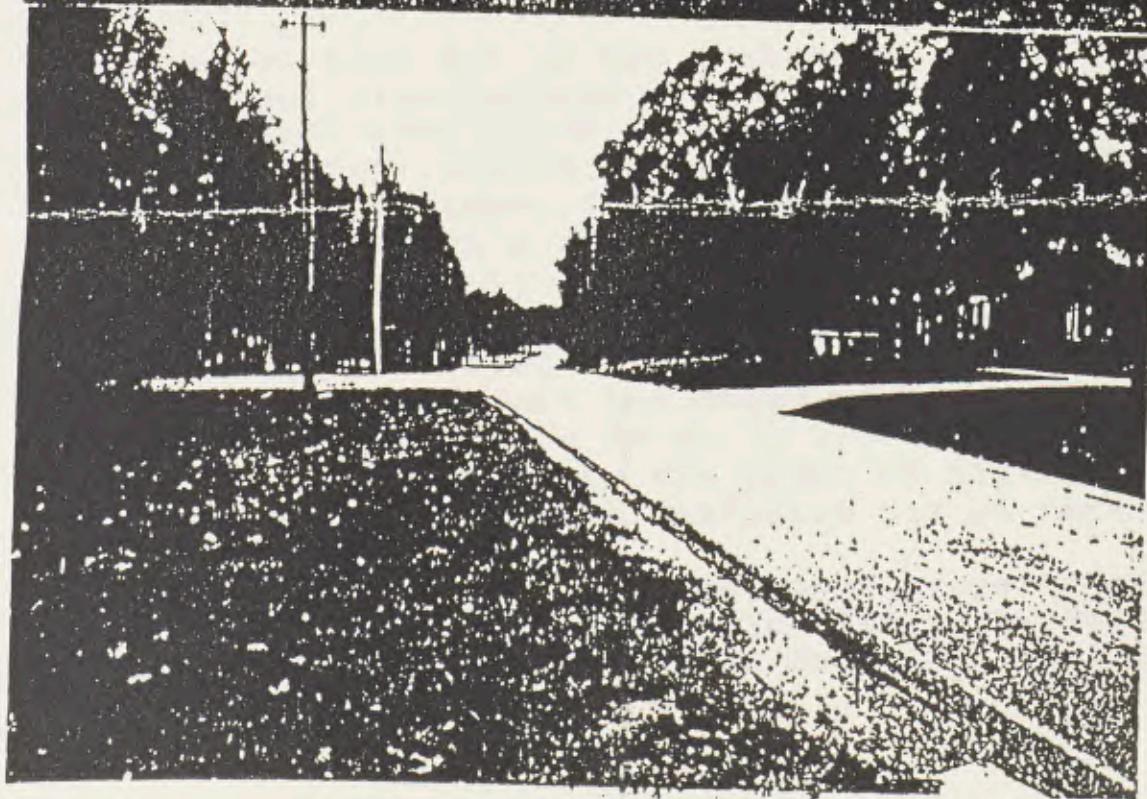




FRONT OF  
SUBJECT PROPERTY



REAR OF  
SUBJECT PROPERTY



STREET SCENE

MAY

JUNE



# TICOR TITLE INSURANCE

FILED 2002 050 573  
RECORDED  
CLERK SUPERIOR COURT  
GWINNETT COUNTY, GA.  
JAN 24 PM 4:26  
GARY R. YATES, CLERK

STATE OF GEORGIA

COUNTY OF GWINNETT

## WARRANTY DEED

THIS DEED, made this 18th day of January in the  
Year of Our Lord One Thousand Nine Hundred Eighty Five,  
between NEIL HILL ("Grantor") of  
the State of Georgia and County of Gwinnett, and  
LINDA P. SUTTON & KURT HUBERT SUTTON ("Grantee") of the State of  
Georgia and county of Gwinnett, (the terms  
Grantor and Grantee to include their respective heirs, successors and assigns where the context hereof  
requires or permits),

WITNESSETH THAT: Grantor, for and in consideration of the sum of TEN DOLLARS AND

NO/100----- (\$ 10.00 ) DOLLARS,  
and other good and valuable consideration, in hand paid at and before the sealing and delivery of these  
presents, the receipt, adequacy and sufficiency of which being hereby acknowledged by Grantor, has  
granted, bargained, sold and conveyed, and by these presents does hereby grant, bargain, sell and convey  
unto Grantee, the following described real property, to wit:

All that tract or parcel of land lying and being in Land Lot 290 and  
partly in 291, 7th Land District, Gwinnett County, Georgia, being more  
particularly described as follows:

BEGINNING at an iron pin on the southeast side of the paved Level Creek  
Road on original line between Land Lot 290 and Land Lot 291, and running  
thence along said road South 55 degrees 45 minutes West a distance of  
210 feet to a point; thence continuing along said ROAD South 64 degrees  
15 minutes West a distance of 50 feet to a stake corner; thence in a  
Southeasterly direction a distance of 330 feet to an iron pin corner;  
thence in a northeasterly direction a distance of 253 feet to an iron  
pin corner at property of F.E. Grizzle; thence North 4 degrees 30 minutes  
West a distance of 44 feet to a Maple Tree; thence North 51 degrees  
West a distance of 200 feet to a stake corner on original line between  
aforesaid Land Lots; thence North 31 1/2 degrees West along said original  
line a distance of 90 feet to the point of beginning on the southeast  
side of Level Creek Road. All distances are to read more or less.

The above described property is the same property conveyed from Winfred  
Harrison to Eugene Fleming and Angie Fleming by Warranty Deed dated  
November 16, 1959, recorded in Deed Book 153, Page 155, Gwinnett County  
Records.

MAY

JUNE



TO HAVE AND TO HOLD the above-described tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of Grantee, forever, in FEE SIMPLE.

AND, SUBJECT TO the title matters expressly set forth hereinabove, if any, Grantor will warrant and forever defend the right and title to the above-described tract or parcel of land unto the Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has signed and sealed this Deed the day and year first above written.

Signed, sealed and delivered in the presence of:

*Sam [Signature]*  
Unofficial Witness

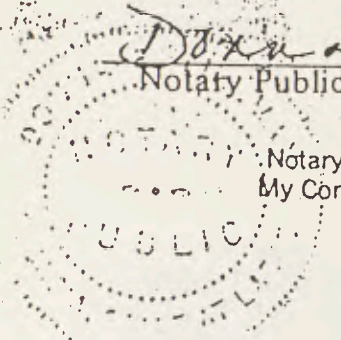
*Neil Hill*  
NEIL HILL (SEAL)

*Dorinda J. Gilman*  
Notary Public

\_\_\_\_ (SEAL)

\_\_\_\_ (SEAL)

\_\_\_\_ (SEAL)



Notary Public, Georgia, State at Large  
My Commission Expires Aug. 28, 1988

MAY

JUNE

WARRANTY DEED

FROM

TO

GEORGIA, \_\_\_\_\_ County.

Clerk's Office, Superior Court.

Filed for Record at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

\_\_\_\_\_, 19\_\_\_\_.

Recorded in Deed Book \_\_\_\_\_

Folio \_\_\_\_\_

\_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_, Clerk.

TICOR TITLE INSURANCE



MEMORANDUM

DATE: APRIL 1, 1992  
TO: MAYOR AND COUNCIL  
FROM: CITY MANAGER  
SUBJECT: GMA POLICY COMMITTEE NOMINATION

THE GEORGIA MUNICIPAL ASSOCIATION IS REQUESTING ELECTED AND APPOINTED OFFICIALS TO SERVE ON POLICY COMMITTEES. IF YOU WOULD LIKE TO SERVE ON ANY OF THE COMMITTEES ON THE ATTACHED FORM, PLEASE CONTACT THE CITY CLERK'S OFFICE AND THE DOCUMENTATION WILL BE PROCESSED.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT ME.

THANK YOU

MAY

JUNE



**GEORGIA  
MUNICIPAL  
ASSOCIATION**

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

March 30, 1992

MEMORANDUM

TO : City Managers and City Clerks

FROM : Tracy Stallings, President *[Signature]*

RE : Appointments to GMA Policy Committees & Changes in Policy Process

Nominations are now being accepted for appointment to the five GMA policy committees for 1992-93. Both elected and appointed officials are eligible to serve.

To simplify the appointment process, it is only necessary for you to submit names of officials who do not currently serve on a GMA policy committee. A nomination form is attached. A separate letter is being mailed to current committee members to determine if they wish to continue serving or want to be appointed to another committee.

The five GMA policy committees include:

1. Community & Human Development
2. Criminal Justice & Public Safety
3. Municipal Government & Administration
4. Revenue & Finance
5. Transportation & Environmental Resources

A categorization of issues by committee is attached.

The Committee Nomination Form should be returned to GMA by April 24.

I also want to advise you that the GMA Board of Directors adopted the recommendations of the GMA Political/Policy Process Study Committee on January 26 at Mayors' Day which resulted in several changes to the Association's policy process. A description of the revised process is enclosed for your information.

The new policy process will begin at the Spring District meetings. As your President, I will lead a roundtable discussion at each of these meetings to give city officials an opportunity at the grassroots level to tell us what statewide legislative issues you want GMA to work on this year in preparation for the 1993 General Assembly. I hope you will plan to participate in the meeting in your district.

The Spring Policy Day meeting, which we have held in recent years in May, is no longer needed under the revised policy process and thus it has been eliminated. Another important change in the policy process is that the policy committees will be meeting at the GMA Annual Convention on Sunday morning, June 28 in Savannah.

(OVER)

**OFFICERS**

Tracy P. Stallings  
President  
Mayor, Carrollton  
Ed Cannington, Jr.  
First Vice President  
Mayor, Lumpkin  
Myrtle R. Davis  
Second Vice President  
Councilmember, Atlanta  
Bill McIntosh  
Third Vice President  
Mayor, Moultrie  
James A. Neal  
Immediate Past President  
Mayor Pro Tem, Toccoa  
James V. Burgess, Jr.  
Executive Director

**BOARD OF  
DIRECTORS**

**Past Presidents:**  
Lace Futch, Executive Director, Southeast Georgia RDC • Frank Sherrill, Mayor, Social Circle • Ira Jackson, Commissioner of Aviation, Atlanta • Bill Reynolds, Mayor, Bainbridge • Bob Knox, Jr., Mayor, Thomson • Gerald Thompson, Mayor, Fitzgerald

**District Board:**  
Perry Lee DeLoach, Mayor, Claxton • W. S. "Smitty" Snell, Mayor, Vidalia • Henry Mathis, Commissioner, Albany • Leroy Rogers, Commission Chairman, Tifton • Kay Hardage, Mayor, Ideal • Ed Martin, Mayor, Warner Robins • John Lawson, Mayor, Avondale Estates • Marty Jones, Councilmember, Conyers • Carolyn Long Banks, Councilmember, Atlanta • Sandra B. Johnson, Councilmember, Alpharetta • Billy M. Copeland, Mayor, McDonough • J. Clark Boddie, Mayor, Palmetto • Betty Hunter, Councilmember, Marietta • Eddie Weaver, Alderman, Chatsworth • Derward Buchan, Mayor, Douglas • John Knox, Mayor, Waycross • Bob Hamrick, Councilmember, Gainesville • C. Lloyd Smith, Mayor, Ellijay • Helen G. "Sistie" Hudson, Mayor, Sparta • Lyn Hunt, Councilmember, Madison • Johnny Bradfield, Mayor, McRae • Billy Ray Godfrey, Mayor, Cochran

**Directors At-Large:**  
Boh Sheehan, Alderman, Savannah • James W. Buckley, Mayor, Swainsboro • Maynard Jackson, Mayor, Atlanta • Evelyn Turner, Councilor, Columbus • Keith Dixon, Mayor, Kingsland • Charles DeVaney, Mayor, Augusta • Jimmy Rainwater, Mayor, Valdosta

**Section Presidents:**  
Walter S. Chew, Jr., City Attorney, Montezuma • Ken Hammons, City Manager, Dublin • Kathryn B. Martin, City Clerk, Barnesville

**GMEBS Chairman:**  
Ed Cannington, Jr., Mayor, Lumpkin

MAY

JUNE



The exact time and location of these meetings will be announced in the near future. (At the discretion of each committee chairman, some committees may decide to also schedule a meeting at the GMA office in Atlanta prior to the Annual Convention.)

Please feel free to call Mary Ann Draut or Bill Thornton at the GMA office if you have any questions.

TS/jtc  
Attachment

cc: James V. Burgess, Jr., Executive Director

APR.

## CATEGORIZATION OF ISSUES BY GMA POLICY COMMITTEE

### Community & Human Development

Community Development Block Grants  
Downtown Revitalization  
Rural Development  
Enterprise Zones  
Historic Preservation  
Housing  
Homelessness  
At-Risk Youth  
Health Care  
AIDS  
Poverty & Welfare Reform  
Job Training  
Vocational Education

### Criminal Justice & Public Safety

Police Services  
Fire Services  
Emergency Management Services  
Municipal Courts  
Fines & Forfeitures  
Jails  
Gun Control  
Drugs

### Municipal Government & Administration

Governance  
Intergovernmental Relations  
Annexation  
Planning & Growth Management  
Municipal Liability  
Personnel & Employee Relations  
Licensing & Regulation  
Code Enforcement  
Election Administration  
Cable Television Regulation  
Franchising Rights

### Revenue & Finance

Revenue Sources  
Taxation Policy  
Property Assessment  
Leasing & Lease Purchases  
Bond Financing  
Education Funding  
Insurance Practices  
Mandated Costs  
Debt Administration

### Transportation & Environmental Resources

Interstate & State Roads  
Local Roads  
Bridges  
Public Transportation  
Motor Carrier Regulation  
Railroads  
Commuter Rail  
Airports  
Ports & Waterways  
Water Supply  
Wastewater Treatment  
Solid Waste Management  
Hazardous Waste  
Air Quality  
Natural Resource Protection  
Parks & Recreation  
Energy Management  
Municipal Gas & Electricity Systems

MAY

JUNE



## The GMA Policy Process

### 1. Spring District Meetings

The GMA Spring District Meetings, held in April and May, represent the first step in the overall policy process. Legislative issue roundtable discussion enable city officials at the grassroots level to identify priority issues to be transmitted to the GMA policy committees for consideration during the coming year.

### 2. GMA Policy Committee Meetings

Some of the GMA policy committees may decide to hold individual meetings at the GMA office in Atlanta sometime between late May and early June to review and categorize the issues identified by city officials at the Spring District Meetings.

### 3. Annual Convention

GMA policy committees will meet during the annual convention to finalize their work programs and organize subcommittees. During the Tuesday business session, brief reports will be presented by the policy committee chairmen and each committee's proposed legislative work agenda will be formally adopted by the membership.

Following the Annual Convention, GMA policy committees, subcommittees and joint ACCG/GMA committees would meet as necessary in work sessions during the remainder of the summer to analyze issues and develop proposed policy recommendations.

### 4. Fall Pre-Legislative Conference

The fourth step in the policy process is the Fall Pre-Legislative Conference to be held each year in early October. The site of the conference is open so that cities throughout Georgia can host this event. During this conference, GMA policy committees finalize their recommendations and submit them to the Resolutions Committee for review and approval. Following the Resolutions Committee meeting, GMA's membership meets in a business session to adopt GMA's Legislative Policies for the upcoming General Assembly.

### 5. Legislative Road Show

The Legislative Road Show, a new component of the policy process, will encompass the latter part of October and November and December. It will be used to present GMA's legislative agenda to the leadership and members of the General Assembly, the media and local officials. GMA's legislative agenda would be presented at various dinner meetings, work sessions and other events appropriate and convenient for a particular area, including editorial board briefings, citizen and civic group meetings and meetings with state legislative committees.

### 6. GMA Legislative Day

The culminating event in the GMA policy process will be the annual GMA Legislative Day. This meeting will replace what is now known as Mayors' Day. The purpose of the meeting will be to make any final refinements to the GMA legislative program, conduct a quarterly meeting of the GMA Board of Directors, brief city officials on the status of key legislation and honor members of the General Assembly. The GMA Legislative Day will be held in Atlanta on a Monday in mid to late January.

MAY

JUNE

## GMA POLICY COMMITTEE NOMINATION FORM

The City of \_\_\_\_\_ wishes to nominate

\_\_\_\_\_  
(Name) (Title)

to serve on a GMA policy committee. Please nominate city officials who wish to serve on one of the five policy committees listed below.

Please select top three choices in order of preference (#1, #2, and #3).

- \_\_\_\_\_ Community & Human Development
- \_\_\_\_\_ Criminal Justice & Public Safety
- \_\_\_\_\_ Municipal Government & Administration
- \_\_\_\_\_ Revenue & Finance
- \_\_\_\_\_ Transportation & Environmental Resources

**PREFERRED**  
Mailing Address  
& Phone Number:

\_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Preferred Mailing Address)

\_\_\_\_\_  
(City) (State) (Zip)

\_\_\_\_\_  
(Area Code) (Phone Number)

Please return to: Georgia Municipal Association, 201 Pryor Street, SW, Atlanta, Georgia 30303;  
ATTN: Policy Committee Nominations/Mary Ann Draut by April 24, 1992.

Please duplicate this form if more than one  
city official wishes to be nominated.

MAY

JUNE



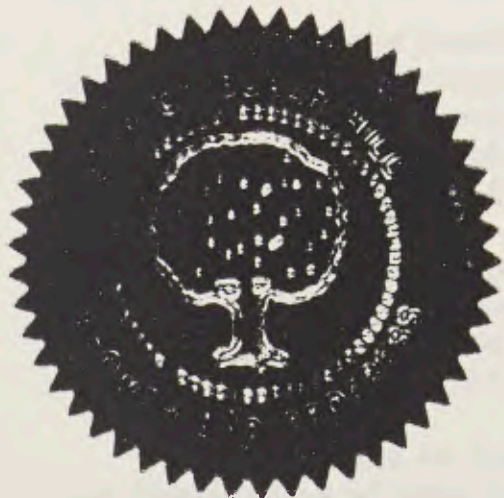
A RESOLUTION

BE IT RESOLVED by the Mayor and City Council of the City of Sugar Hill that City Manager Kathy Williamson is hereby appointed to serve as this City's voting delegate on the Municipal Gas Authority of Georgia's Election Committee, with authority to cast all votes to which this City is entitled. Council Member Thomas Morris, Sr. is appointed as alternate voting delegate.

This 13th day of April, 1992.

ATTEST:

Judy Foster  
City Clerk



George Staggard  
Mayor

Robert West  
Council Member

James B. Stanley  
Council Member

[Signature]  
Council Member

William H. Wain  
Council Member

Thomas C. Morris  
Council Member

MAY

JUNE

TO: *Municipal Gas Authority of Georgia Members*  
FROM: *M. M. "Red" James, Election Committee Chairman*  
DATE: *March 16, 1992*  
RE: *1992 Municipal Gas Authority of Georgia Annual Election*

---

*This is to notify you that the 1992 Municipal Gas Authority Annual Election will be held in conjunction with the Authority's Annual Membership Meeting at Lake Lanier Islands Hotel and Golf Club. The Election Meeting will be Thursday, May 28, 1992, at 11:30 a.m. in Grand Ballrooms A & B.*

*We have scheduled the Election Meeting during the Authority's Annual Membership Meeting, as approved by the Election Committee.*

*There are three (3) positions to be filled. These positions are currently held by Mr. Bill Douglas, Mr. Marion Hay, and Mr. Bud Vaughn.*

*If your delegate or alternate has changed from the names on the attached list or no delegate or alternate is listed for your City, a certified copy of a resolution naming a delegate and an alternate should be sent to L. Clifford Adams, Jr. on or before May 18 at Hurt, Richardson, Garner, Todd & Cadenhead, 999 Peachtree Street, NE, Suite 1400, Atlanta, Georgia 30309-3999. New members that did not vote in last year's election will need to send in a resolution naming a voting delegate and an alternate.*

*If it is not possible to meet the May 18 deadline, your delegate should bring the resolution to the meeting. If a resolution is brought by your delegate to Lake Lanier, it should be handed to Cliff Adams or me before the meeting is called to order. Please check the enclosed delegate list and verify your community's voting delegate and should a resolution be necessary, a sample is enclosed for your convenience.*

*As you know, we need 67% of the weighted vote for a quorum. Please have your delegate there and on time. Also, please remember that each city must appoint a separate representative to the Election Committee, rather than having one representative represent two or more cities.*

*Sometime in April, you will be receiving another letter with a list showing the distribution of votes for your information. Should there be any questions, please call Cliff Adams at (404) 870-6480 or me at (912) 924-5921.*



( S A M P L E )  
A RESOLUTION

*BE IT RESOLVED* by the Mayor and City Council of the City of \_\_\_\_\_  
that \_\_\_\_\_ is  
hereby appointed to serve as this City's voting delegate on the Municipal Gas  
Authority of Georgia's Election Committee, with authority to cast all votes to which  
this city is entitled. \_\_\_\_\_ is appointed as  
alternate voting delegate.

This \_\_\_\_\_ day of \_\_\_\_\_, 1992.

City of \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

**ATTEST:**

\_\_\_\_\_  
City Clerk

[SEAL]

**MEMBERS**  
**MUNICIPAL GAS AUTHORITY MEMBERSHIP ELECTION COMMITTEE**  
**REVISED JULY 29, 1991**

<u>MEMBER SYSTEM</u>	<u>ELECTION COMMITTEE REPRESENTATIVE</u>	<u>ELECTION COMMITTEE ALTERNATE</u>
Adairsville	Earl L. Towe	Mary Carreathers
Adel	Jack L. Ray	Ezekiel Carnegia
Americus	Lang Sheffield	M. M. James
Ashburn	B. E. Walker	Bobby Ellis
Bainbridg	Charles B. Tyson	Luther H. Conyers, Jr.
Blakely	Guy H. Dunaway	Lester Shoemaker
Bowman	Billy Seymour	Wilbert Williams
Buford	William R. Wiley	Mitch Peevy
Byron	W. Raymond Hice	James E. Williams
Cairo	William J. Morton, Jr.	Ernest W. Cloud, Jr.
Camilla	Dick Newbern	None Listed
Claxton	Gayle Durrence	Gayle Durrence
Cochran	Billy Ray Godfrey	T. C. Greer
Commerce	Bill Holshouser	Don Ryan
Cordele	Romeo Griffin	Zack H. Wade
Covington	W. L. Dobbs	Forrest Sawyers, Sr.
Crawfordville	Jim Stanley	None Listed
Cuthbert	Earl Thompson	Wesley Shorter
Dawson	David R. Bell, Jr.	John H. Stokes
Doerun	Paul Perry	Warren D. Walker

MAY

JUNE



Donalsonville  
Edison  
Elberton  
Fitzgerald  
Fort Valley  
Grantville  
Greensboro  
Hartwell  
Hawkinsville  
Hogansville  
LaFayette  
LaGrange  
Lawrenceville  
Louisville  
Lumpkin  
Madison  
Meigs  
Millen  
Monroe  
Monticello  
Moultrie  
Pelham  
Perry  
Quitman

H. M. Marty Shingler  
Richard H. West  
Iola S. Stone  
Carlton J. Fowler  
Bob Hunnicutt  
Selma Coty  
Willie E. Chester  
Ray J. Boleman  
Lawrence Bennett  
Constance G. Ellis  
David Aldrich  
Jim Hanson  
Robert P. Baroni  
James D. Rhodes  
Weyman E. Cannington  
R. D. Crawford  
Billy Hayes  
Ivey B. McMillian  
John T. Briscoe  
Harry Aldridge, Jr.  
Donnie Turner  
Johnnie Arnold  
James E. Worrall  
Avan T. Adams, Sr.

Martin Pugh, Sr.  
Mickey Williams  
Horace S. Adams  
Charles McWhorter  
C. W. Peterson  
Charles Potts  
Glen Wright  
Joan H. Saliba  
Tom Arnold  
None Given  
Roger Bandy  
Kay Durand  
Allan Powers  
John T. Watson, III  
George Lynch  
Charles W. Young  
Chris Clark  
Talmadge V. Fries  
Knox Bell  
Juanita Fincher  
Bob Roberson  
John Marshall, Jr.  
Hervia M. Ingram  
Robin McDaniel

<i>Royston</i>	<i>Edwin James</i>	<i>Jane McGarity</i>
<i>Social Circle</i>	<i>Anne S. Peppers</i>	<i>Frank W. Sherrill</i>
<i>Sparta</i>	<i>Helen G. Hudson</i>	<i>John Ed Griffin</i>
<i>Statesboro</i>	<i>David Shumake</i>	<i>Carter Crawford</i>
<i>Sugar Hill</i>	<i>Dave Hawthorne</i>	<i>Kathy Williamson</i>
<i>Summerville</i>	<i>John R. Simmons</i>	<i>Sewell Cash</i>
<i>Sylvania</i>	<i>Dorothy H. Glisson</i>	<i>Sandy Hershey</i>
<i>Sylvester</i>	<i>Thomas W. Lawhorne</i>	<i>Marvin Jackson</i>
<i>Thomasville</i>	<i>Len Powell</i>	<i>Ben Hatcher</i>
<i>Thomson</i>	<i>Robert E. Knox, Jr.</i>	<i>Kenneth L. Usry</i>
<i>Toccoa</i>	<i>James A. Calvin</i>	<i>James E. Shurley</i>
<i>Trion</i>	<i>J. Hoyt Williams</i>	<i>None Listed</i>
<i>Union Point</i>	<i>Wayne Jackson</i>	<i>Yvonne Heidbrider</i>
<i>Vienna</i>	<i>Willie J. Davis</i>	<i>Stanley Gambrell</i>
<i>Warner Robins</i>	<i>William W. Douglas, Jr.</i>	<i>Edward Martin</i>
<i>Waynesboro</i>	<i>Harvey L. Sapp</i>	<i>Thomas M. Quick</i>
<i>West Point</i>	<i>John D. Hoggs</i>	<i>Floyd T. Love</i>
<i>Winder</i>	<i>Charlie Eberhart</i>	<i>Ernest G. Graham, III</i>



M E M O R A N D U M

TO: Mayor and Council  
FROM: Ken Crowe: Director Utilities & Development  
RE: Transco Penalties  
DATE: April 7, 1992

---

As you may remember in December of 1989 we incurred an overrun penalty from Transco for \$60,725.00.

The City contested this penalty and refused to pay.

After many months (15 or so) and much discussion Transco has finally agreed that the overrun provisions are not clearly applicable to the Dec. 1989 overrun, and has dismissed the overrun assessment.

MAY

JUNE

**Transcontinental Gas  
Pipe Line Corporation**  
A Transco Energy company

2800 Post Oak Boulevard  
P. O. Box 1398  
Houston, Texas 77251-1398  
713-439-2000

March 30, 1992

Mr. Arthur Corbin  
Municipal Gas Authority of Georgia  
Two Parkway Center  
1800 Parkway Place, Suite 720  
Marietta, Georgia 30067

Re: Invoice Number: 90-0276M

Dear Arthur:

Transcontinental Gas Pipe Line Corporation (Transco) previously invoiced City of Sugar Hill, Georgia for an amount totalling \$60,725.00 in overrun penalties which Transco assessed for transportation transactions occurring in December 1989. Further review of the overrun provisions contained in the then-effective Transco FERC Gas Tariff has resulted in a determination that such provisions are not clearly applicable to the December 1989 transactions. Accordingly, until further notice, City of Sugar Hill, Georgia is hereby notified that it has no liability for such invoiced amount and should disregard the assessment of overrun penalties contained in the referenced invoice for December 1989 business.

The invoice for December 1989 transactions are correct in all other respects. To the extent any other charges for sales/transportation service provided during such time period are outstanding, please remit payment immediately. Should you have any questions concerning this letter, please contact your Customer Services Representative.

Very truly yours,

*Buck* *dpz*

C. J. Helburg  
General Manager - Transportation  
& Market Development  
Southern Market Area

CJH:es

Enclosure

MAY

JUNE





---

**MUNICIPAL GAS AUTHORITY OF GEORGIA**

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**MEMORANDUM**

To: Buford, Covington, East Central, Lawrenceville, Madison, ~~Sugar Hill~~

From: Bill Culpepper *Bill*

Date: April 7, 1992

Subject: December 1989 Overrun Penalties

-----

As described in the attached letter, Transco has agreed to waive all the penalties associated with all overruns that occurred in December 1989. They state that this change in their position is the result of a further review of the tariff overrun provisions which they have now determined to be unclear. In any case, it is good news for all affected member cities.

Note, however, that Transco is making no guarantees to waive future overrun penalties. In fact, just the opposite is likely to be true. The penalties were waived based on a technicality in the wording of the tariff that Transco has since corrected. Therefore, it will be more important than ever to take all necessary steps to avoid future overruns. Your success in this respect since December 1989 no doubt helped Transco justify their decision to waive the penalties for that month. The Gas Authority will continue to offer supply alternatives that will meet your anticipated peak day requirements and avoid overruns.

Attachment

**Transcontinental Gas Pipe Line Corporation**  
 A Subsidiary of Transcon Energy Company  
 P. O. Box 1398  
 Houston, Texas 77257

Invoice

To: CITY OF SUGAR HILL, GEORGIA  
 ATTN: MR. CLIFTON WILKINSON, JR.  
 4988 WEST BROAD STREET  
 SUGAR HILL, GA 30518

Invoice Number	Invoice Date	Invoice Month	Terms:
90 0276M	0912	90 09 1290	10 NET

INTEREST PER ANNUM ON PAST DUE  
 ACCOUNTS IS THE PRIME RATE OF  
 THE CITIBANK, N.A.

Rate Schedule	Description of Charges	Rate	Amount
	DECEMBER 1989 OVERRUN PENALTY		60,725.00
	TOTAL AMOUNT DUE		60,725.00

Please  
 Make  
 Check  
 Payable To:

TRANSCONTINENTAL GAS PIPE LINE CORPORATION

And  
 Mail To:

P.O. BOX 65792  
 CHARLOTTE, NC 28265

MAY

JUNE



MEMORANDUM

TO: Mayor & Council  
FROM: Ken Crowe: Director Utilities & Development  
RE: Emergency Procedure Plan for G.M.A. Gas Section  
DATE: April 6, 1992

---

We have always been apart of this plan in the past.

This is an update of the plan and it allows for Kathy, myself, Billy, or Danny to send men and equipment to member cities in a gas emergency without having to get approval from the Mayor & Council first.

Insurance questions have been addressed.

Recommendation: Approval

MAY

JUNE

# City of Madison

P.O. Box 32 • Madison, Georgia 30650 • 404/342-1251  
FAX 404/342-3454

MAYOR  
Bruce E. Gilbert

CITY COUNCIL  
Robert D. Crawford  
Lyn Hunt  
Barry N. Lurey  
Fred Perriman  
Roy C. Womack

CITY MANAGER  
Charles Young

CITY CLERK  
Harriett C. Young

March 16, 1992

ADMINISTRATIVE ASST.  
Wm. David Nunn

FROM: CHARLES YOUNG, CHAIRMAN, GAS SECTION EMERGENCY PROCEDURE  
COMMITTEE

TO: MEMBER CITIES, NATURAL GAS OFFICIALS

RE: EMERGENCY PROCEDURE PLAN UPDATE

For the past several years, the Georgia Municipal Association Executive Committee for the Gas Section has attempted without success to update the Emergency Procedure Plan. At this time we must choose to take the time necessary to update this plan or face the prospect of abandoning it. I feel that dropping the Emergency Procedure Plan would be a mistake.

I have included a sample certification that states that your plan has been adopted by your city officials. Also please find enclosed a sample resolution to be used when the plan is adopted and information to be filled out and returned to me at P.O. Box 32, Madison, Georgia, 30650.

If you have questions, please call me at 404-342-1251. Your completion of this before the Gas Section meeting in July would be most appreciated.

If you do not presently have an Emergency Procedure Plan for your Gas Department, please give me a call

Thank you.

*Charles Young*





ORDINANCE

WHEREAS, the Mayor and Council have been informed of an *Emergency Procedures Plan* which has been worked out by the Gas Section of the Georgia Municipal Association which will result in the cooperation between municipal gas operations for the lending of materials, supplies, equipment and qualified men in times of emergency; and

WHEREAS, it appears to be to the best interest for the safety of the city, for our city to participate in said *Emergency Plan*, and

WHEREAS, it will be necessary in order to enter into said *Emergency Plan* for pre-arrangements to be made in order for the employees and equipment to be covered by the proper insurance; and

WHEREAS, in times of emergency it could serve to the detriment of the citizens of the stricken city for said Mayor and Council of the requested city to be required to meet for the approval of furnishing assistance to said stricken city; and

WHEREAS, we determine it important to participate in said *Emergency Plan* in order to protect the property and lives of our citizens;

NOW AND THEREFORE, BE IT RESOLVED, and it is hereby resolved that in the event that said City of Sugar Hill is called upon to furnish supplies, equipment, machinery and personnel to a neighboring city in distress, the Mayor and Council, City Manager, or the Director of Utilities or his designee shall be authorized to furnish said requested equipment, machinery, supplies, and personnel in his discretion without further approval of this body politic;

MAY

JUNE

BE IT FURTHER RESOLVED, that the City of Sugar Hill does hereby agree to participate in said *Emergency Procedures Plan* as sponsored by the Gas Section of the Georgia Municipal Association and does hereby authorize the Mayor and Council, City Manager, or Director of Utilities or his designee to participate in said plan in behalf of the City of Sugar Hill.

BE IT FURTHER RESOLVED, that the City Clerk is hereby requested to contact the liability insurance carrier of said city and to work out the necessary details to be sure that said liability insurance coverage will be in force on any equipment and machinery which may be furnished under the Plan by said City, and he is further requested to take such other action as is necessary to protect any key personnel who may be furnished to a requesting city under said *Emergency Plan*.

Adopted in regular session this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

ATTEST:

\_\_\_\_\_  
City Clerk (City Seal)

MAY

JUNE



We, the undersigned, hereby certify that the Mayor and Council of the Municipal Gas System of City of Sugar Hill has adopted a resolution to participate in the Emergency Procedures Plan as proposed by the Gas Section of the Georgia Municipal Association at its Annual meeting held in Savannah, Georgia in June, 1963. We further certify that said Mayor and Council is familiar with the rules and regulations as proposed and contained in a document entitled "Emergency Plan Procedures Plan" dated June 24-25, 1963, and do hereby agree to abide by and comply with same.

This \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Mayor - Chairman

ATTEST:

\_\_\_\_\_  
City Clerk

MAY

JUNE

Emergency Procedure Plan

For

City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Ga. 30518

Persons to Contact:

NAME	TELEPHONE #	BEEPER #
<u>Kathy Williamson</u>	<u>945-6716</u>	<u>703-0991</u>
<u>Ken Crowe</u>	<u>945-6716</u>	<u>703-0992</u>
<u>Billy Hutchins</u>	<u>945-6716</u>	<u>N/A</u>
<u>Danny Hughes</u>	<u>945-6716</u>	<u>703-0988</u>

Inventory of emergency equipment (No Trucks):

1. Welding Machines	<u>1</u>		
2. Backhoe	<u>(2 Case 580's no trailers)</u>	<u>3 trenchers w/hoes</u>	
3. Pipe Squeezer (Sizes)	<u>2- 4" hydraulic</u>	<u>2-2inch</u>	
4. Track loaders	<u>No</u>		
5. Lighting System	<u>No</u>		
6. Other emergency equipment			

Parts:

1. Valves (Low Pressure) (Sizes)			
2. Valves (High Pressure) (Sizes)			
3. Mae West (Sizes)			
4. Dresser (Sizes)	<u>up to 2"</u>		
5. Emergency Clamps			
6. Other emergency fittings			

MAY

JUNE







# CITY OF SUGAR HILL

---

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

## M E M O R A N D U M

TO: Mayor & Council  
FROM: Ken Crowe: Director Utilities & Development  
RE: Gas loop at Pinecrest and Peachtree Industrial Boulevard  
DATE: April 6, 1992

---

Completion of the gas loop at Pinecrest and Peachtree Industrial Boulevard has shown an improvement in gas pressure for Parkview North and East. Chart pressures show 4 lbs on 1-24-92 at 28 degrees and 30 lbs. on 1-25-92 at 29 degrees.

MAY

JUNE



M E M O R A N D U M

TO: Mayor & Council  
FROM: Ken Crowe: Director Utilities & Development  
RE: Required Lead and Copper tests for Water System.  
DATE: April 6, 1992

---

Lead and Copper testing is being required by E.P.A.  
Our system would require 40 - 60 sample points inside homes.  
We must pay \$5,000.00 in lab charges to state.

If action is required to reduce lead and copper levels it must occur at water source. This would mean if county did not provide treatment and plant we would be required to provide treatment at every point we take water from County. This could result in a \$2.00 to \$20.00 per household charge per year.

I am looking into the possibility of being considered by the state as a consecutive water system with Gwinnett County. This would not change requirements for County because of their system size.

Recommendation: To go on joint venture with the County.

MAY

JUNE

M E M O R A N D U M

TO: Mayor & Council  
FROM: Kathy Williamson  
RE: Water Loop

---

Completion of the water loop for Hillcrest Drive has been completed. We are awaiting flow test results from Gwinnett County.

MAY

JUNE





# CITY OF SUGAR HILL

4988 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: Scott Payne Assistant Water Superintendent  
RE: Tools for New Water Department Truck  
DATE: April 7, 1992

With the additional new vehicle for the Water Department, we are in need of tools in which to make repairs and install new water mains. The items requested are as followed.

- Tool Box for 216

D & D Battery	\$169.00
B & B Auto	\$329.00

(Tool box opens across truck bed, one piece Delta metal box).

- Vise for 217

Ace	\$87.00
Harco	\$69.00
Sams	\$35.00

Heavy duty, double swivel, base and jaws turn.

- Miscellaneous tools - wrench set, socket set 3/8 - 1 1/4, screw drivers, pipe wrenches, crescent wrenches.

Sams & Walmart approx. \$225.00 - \$250.00

MAY

JUNE

M E M O R A N D U M

TO: Mayor & Council  
FROM: Ken Crowe: Director Utilities & Development  
RE: Paving Pine Street from East Broad to P.I.B.  
Hillcrest from S.R. 20 to W. Broad  
DATE: April 6, 1992

---

Pine Street	Tanner Bros.	Shepco Paving
Hillcrest	\$8,728.85 Total	\$9,000.00 +
	\$6,066.00 Total	\$7,775.00 Total

This price would remove cracked and broken asphalt. Replace with 1 1/2 inch binder and provide a 2 ft. overlay. We can reduce cost by lowering overlay thickness. *inch*

Money for these projects will be taken from the \$63,000.00 we received from Gwinnett County D.O.T. from taxes.

Recommendation: Tanner Brothers

MAY

JUNE





# CITY OF SUGAR HILL

4988 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: Scott Payne - Assistant Water Superintendent  
RE: Water System Update  
DATE: April 6, 1992

The Water Department is pleased to announce the completion of a couple of major water projects, the Golf Course main water supply and looping the northeast part of the city's water system, Broad Street to Hillcrest.

The Golf Course project was completed on 4-2-92 and has an excellent water flow. There will be a 2 - inch meter and backflow coming off of the existing 8 - inch main to meter water to clubhouse and cart barn.

The looping of Hillcrest to Broad Street water main was completed around 3-20-92 and has been very beneficial to customers on Hillcrest and Sugar Crest Drive. Citizens in this area that I have talked to are very pleased with the results they have gotten (increased pressure) from this project. We the Water Department wish to thank the business and citizens on Hillcrest for their cooperation and patience while this project was being installed.

MAY

JUNE

*We!  
Care!*

# CableVision

March 27, 1992

George Haggard, Mayor  
Sugar Hill City Hall  
4988 W. Broad Street  
Sugar Hill, GA 30518

Dear Mayor Haggard:

Effective May 1, 1992 Cablevision will be adjusting the rates for our Budget Basic and Cablevision Tier levels of service. The residents of your community will be notified in their billing statement this month and again in the May billing statement.

The budget Basic retail rate will be increasing by \$.50 to the new retail rate of \$10.15 per month. The Cablevision Tier retail rate will increase by \$1.00 to a new retail rate of \$12.25. The franchise taxes for your community are added to the rate for the total monthly service bill. The increases in the retail rates reflect a 25% increase in the amount charged to us by our programmers over the past year as well as higher operating costs. We continue to strive to find ways to improve our operating efficiency to hold price increases to an absolute minimum.

In 1992 Cablevision will continue to improve the services and programming offered on our cable system. We recently began to offer pay per view (PPV) events on our system and early this summer, we will launch two PPV movie channels that will allow your residents to enjoy the new hit movies from the comfort of their homes. We also plan to carry the NBC Olympic Triplecast of the 1992 Summer Olympics for customer convenience on a PPV basis. We will continue to bring our customers locally originated programming on channel 25 such as our monthly Senior Citizen Forum, local high school sports and theatrics, community events and local city council meetings.

Over the past twelve months, we have spent considerable time and money to improve the quality of the service and programming that we provide. We are proud to announce that we achieved the National Cable Television Association's Standards for Customer Service. These rigid standards insure that we provide excellent service in every aspect of our business from answering the telephone to responding to service calls.

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

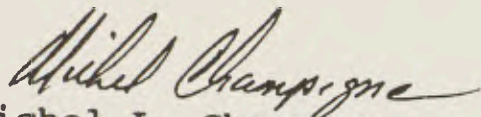
MAY

JUNE



Cablevision is very concerned about the perception of rates of cable television service. Cable television represents a truly affordable entertainment alternative when compared to most other entertainment alternatives. Our customers enjoy over 45 channels of excellent programming for less than the cost of a family of four going to the movies one time!

Sincerely,



Michel L. Champagne  
General Manager

MLC:cda

MAY

JUNE



# CITY OF SUGAR HILL

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

## M E M O R A N D U M

TO: Mayor & Council  
FROM: City Manager  
RE: Tables for Community Center  
DATE: April 1, 1992

The City would like to purchase more tables for the Community Center. I have obtained a list of bids noted below, and would like to purchase 5 tables from National Business Furniture.

### GCI

36 X 96 Folding Table \$ 126.00 ea. 5 - \$630.00

### BORN

36 X 96 Folding Table \$ 166.70 ea. 5 - \$833.50

### NATIONAL BUSINESS FURNITURE

36 X 96 Folding Table \$ 85.00 ea. 5 - \$425.00

### CHC DISTRIBUTORS

36 X 96 Folding Table \$ 85.20 ea. 5 - \$426.00

### SAM'S CLUB

30 X 96 Folding Table \$ 37.99 ea. 5 - \$189.95

\* Table is 6" smaller in width.

MAY

JUNE



MEMORANDUM  
TO: MAYOR AND CITY COUNCIL  
FROM: JIM STANLEY  
4/13/92

There are a number of issues that I would like to present to the City Council for discussion and action. Generally, these are issues brought to my attention by Sugar Hill citizens during last year's election campaign. While I am generally in favor of a positive response by the Council, I will reserve final judgement on each issue until our discussions are complete and we have heard from the public.

I am hereby requesting that the following items be included on the agenda for discussion during our regularly scheduled Council Meeting in May:

1. Sidewalk Construction Program. It is proposed that the City of Sugar Hill commence a program of sidewalk construction, to be funded annually as a capital improvement, from net operating revenues. A goal of at least one mile of new sidewalks per year, and a budget of \$10,000 per year would be appropriate. Sidewalk construction would be concentrated initially in the vicinity of recreation areas, schools, and commercial businesses. Sidewalks would be constructed by in-house and prison detail forces on existing or new rights-of-way or on new rights-of-way donated to the City.
2. Two Council Meetings per Month. It is proposed that the Sugar Hill Council begin meeting in regularly scheduled Council Meetings twice per month instead of the current once per month. It would appear from the length of current meetings and from the repeated need for special called meetings, that the volume of work to be done and the urgency of business decisions will justify the second meeting. The Council should simultaneously consider an appropriate adjustment to the Council stipend to reflect the increased work load and time involved.
3. Liquor and Mixed Drink Referendum. It is proposed that the questions of whether or not to allow liquor sales in Sugar Hill, and separately whether or not to allow mixed drink sales, be presented to the public in the form of a referendum.
4. Voter Registration by Gwinnett County. It is proposed that responsibility for Voter Registration in Sugar Hill be turned over to Gwinnett County, so as to eliminate the cost, the confusion, and the duplication of effort currently involved. The County is required by law to maintain detailed voter registration files, and does so without cost to the City. The City would retain complete authority to edit and update the records, but would no longer maintain a separate (and often conflicting) voter list. It is suggested that Mr. Bill Northquest, Elections Supervisor for Gwinnett County, be invited to address the Council and review the services offered.

MAY

JUNE

MAY

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WORK SESSION  
MONDAY, MAY 11, 1992  
6:00 P.M.

A G E N D A

- A) Discussion of Agenda for Regular Council Meeting

WORK SESSION  
MONDAY, MAY 11, 1992  
6:00 P.M.

M I N U T E S

Agenda posted on Friday, May 8, 1992.

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley, City Manager Kathy Williamson, Director of Finance Sandy Richards and City Clerk Judy Foster.

Mayor Haggard calls the work session to order after dinner.

Sugar Hill United Methodist Church

Council Member Stanley states that McDonalds is renovating their playground and have offered to give the playground equipment to the Sugar Hill United Methodist Church. He is requesting to utilize the city dump truck to move the playground equipment from McDonalds to the church. He states that they have people to load and unload the equipment, so all they need is a city employee to drive the dump truck. He is requesting the dump truck for first thing in the morning. There is a general consensus among the Council to allow this.

Lease Agreement - 1182 Level Creek Road

City Manager Kathy Williamson states that the lease is up on the rental house behind city hall and she is recommending utilizing it for the Building Inspections Department since they need more space. She states that we would have to give the occupants at least 60 days notice to vacate the premises. Mrs. Williamson states that she had thought about renovating the bay to expand the Building Inspections Department, however, it is needed by the Street & Bridge Department to keep the tractor and all their signs and equipment. The house was initially purchased for the use of expansion of city hall. She states that the yard could be paved for additional parking. The Wastewater Department could then utilize the existing Building Inspections Department. Discussion held on this matter. There is a general consensus among the Council to give the occupants 60 days notice to vacate the premises and to move the Building Inspections Department into the house.

Rebilling 1991 Tax Bills

City Clerk Judy Foster states that the State has approved the county's 1991 tax digest, therefore, we will have to rebill our 1991 city taxes for the difference in the 1990 and 1991 assessments. Mrs. Foster states that some cities are choosing not to rebill and the city is just absorbing the difference in cost. However, our City Attorney does not recommend this because it would open up more liability to the city. Council Member Bailey asks how much money the city would have to absorb as in comparison to how much money it would cost to rebill. Mrs. Foster states that she does not



WORK SESSION  
MONDAY, MAY 11, 1992  
MINUTES, CONT'D.  
PAGE 2

have these figures yet because the county has not supplied the city with the approved 1991 digest. Discussion held on this matter. There is a general consensus among the Council to review this matter further when the county supplies the digest to the city and they have figures to look at.

Annexation/Rezoning - J.W. Bailey

City Manager Kathy Williamson states that Ted Elliott will request tonight to be able to pay for his sewer taps at the same time he obtains his building permit instead of paying for them up front. Mrs. Williamson states that this is not the city's policy, they can only be paid in full or by phases. She states that they will also request smaller square footage requirements for the development than what was recommended by the Planning & Zoning Board. Discussion held on this matter. J.W. Bailey and Ted Elliott addresses the Mayor and Council on these issues.

Work session adjourned at 7:20 p.m.

*Judy L. Foster*

MAYOR & COUNCIL MEETING  
MONDAY, MAY 11, 1992  
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) Voter Registration by Gwinnett County
- B) Sidewalk Construction Program
- C) Two Council Meetings per Month
- D) Liquor & Mixed Drink Referendum
- E) Full-time City Marshall
- F) Lead & Copper Tests for Water System

New Business

- A) Annexation & Rezoning Public Hearing - J.W. Bailey
- B) Rezoning Public Hearing - A. Appling
- C) Speedbreakers on Hillcrest Drive
- D) Solid Waste Management Plan
- E) Change Order for CDBG Funds
- F) Voting Delegate for GMA Convention
- G) Water System Update

City Manager's Report

- A) Update on Sewer Treatment Plant
- B) GEFA Loan Update

City Clerk's Report

Director of Golf's Report

- A) Request for Vehicle

Council Reports

Citizen's Comments

Adjournment



MAYOR & COUNCIL MEETING  
MONDAY, MAY 11, 1992  
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, May 8, 1992.

In attendance: Mayor George Haggard, and Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley.

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

Invocation was given by J.W. Bailey, followed by the pledge to the flag.

Minutes

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

Mayor Haggard recognizes some politicians present who are running for office and gives them a chance to speak. They are as follows: Tommy Hughes, running for District 1 Gwinnett County Commissioner; Mark Merritt, running for 48th State Senate Seat; and Jeff Fine, running for District 1 Gwinnett County Commissioner.

Planning & Zoning Board

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

Appeals Board

There was no Appeals Board Meeting last month.

Recreation Board

Council Member Davis reports that the Little Miss Sugar Hill Pageants were held on May 2 and were very successful. Three security lights and four adult swings have been installed at the park. A protective fence was installed between the soccer field and the pavilion. Grading has been completed for the new tennis court and drainage lines have been installed. The softball leagues have been successful this year. The 9th Annual Sugar Hill Festival will be held Saturday, May 16, at the park. The festival will kick off with a parade at 10:30 a.m. and end with a dance beginning at 8:00 p.m. There will be all sorts of activities throughout the day at the park.

Festival Committee Chairman Leona Bailey reports on the progress of the festival schedule. She states that one of the events is the dunking booth and she has made a tentative schedule for the Mayor and each Council Member to be in the dunking booth during the day. She asks if anyone needs to make a change on the schedule, please contact her.



JUNE



Budget & Finance

Director of Finance Sandy Richards reports that the city came out favorably in April due to the fact that the city received \$150,000 in tap-on fees. She reports that the gas revenues are decreasing and the water revenues are increases as normal for this time of year.

Mrs. Richards also states that the City Manager and herself met with the property and liability insurance representatives on Friday to discuss insurance increases, effective May 1. Refer to memo. Mrs. Richards states that she was advised to budget for a 10% increase for 1992. However, when the insurance company evaluated the growth the city had experienced, such as new roads and the golf course, the premium was \$21,652 more than what was budgeted for 1992. Therefore, Mrs. Richards is requesting to amend the 1992 budget to allow an increase of \$21,652 for property and liability insurance. There is a general consensus among the Council to amend the budget for this purpose.

Council Member Stanley states that everyone needs to keep in mind that even though the city has a net revenue of \$91,000 year to date, this does not mean the city is in sound financial shape due to the fact that we are now going into the low revenue months. Director of Finance Sandy Richards states that the memo she submitted to the Mayor and Council was incorrect. The city has an approximate net revenue of \$169,000 year to date instead of \$91,000.

GEFA Loan Update

Mayor Haggard reports that the city was approved by the State for the GEFA loan in the amount of \$2,000,000. These funds will be utilized to complete the sewer treatment plant and Level Creek Interceptor line. Mayor Haggard thanks the Director of Finance Sandy Richards and her staff for completing the GEFA loan application in house. He also thanks Governor Zell Miller for his assistance in the loan approval.

Council Member Everett states that he would like to make a few comments in reference to the recent newsletter Council Member Stanley put out. He states that had the city used the Keck & Wood design for the sewer treatment plant and changed the City Charter to do so, it would have been unethical, plus the city would have to pay Keck & Wood an additional \$400,000 approximately for their 7.5% consultants fee. This is above the \$500,000 which has already been paid to Keck & Wood. Mr. Everett states that when applying for the GEFA loan, you cannot utilize users fees from utilities in the figures to pay back the loan as Council Member Stanley had stated in his newsletter. Mr. Everett also addresses where the funds for the sewer treatment plant went and why the city has had to apply for this GEFA loan. Mr. Everett states that the new sewer treatment plant will have the capability of treating wastewater to a higher quality and cut down on problems which would save money for the city in the future.





Voter Registration by Gwinnett County

City Clerk Judy Foster states that this item is on the agenda per request of Council Member Stanley. Mrs. Foster states that the Mayor and Council has a memo in their packets which was completed last year by the Superintendent of Elections and herself in which they recommended turning the city's voters list over to Gwinnett County. This memo lists the advantages and disadvantages of the county keeping the city's voters list. Mrs. Foster states that one advantage not listed on the memo is the amount of space it would save on our computer system by having the county maintain our voters list. Also in the Mayor and Council packets are opinions from registrars in other cities on how they maintain their voters lists. Mrs. Foster states that Gwinnett County's Elections Supervisor Bill Northquest is present as requested by Council Member Stanley. Mr. Stanley feels that there is duplication in work and confusion in registering which is unnecessary. Bill Northquest states that 6 cities have their voter registration records maintained by the county at the present time. By doing this, you prevent some voter confusion, especially with the purging process. Also, there is no charge to the city for this service. Council Member Morris states that the county maintained the city's list at one time and it was a disaster. He states that the city could always take the voters list back again if there were problems. Mayor Haggard asks those residents in attendance if they would prefer the city or the county to maintain the city's voters list. The majority of the vote was for the county to maintain the voters list. Council Member Stanley moves to turn the city's voters list over to Gwinnett County. Second to the motion by Council Member Bailey. Vote unanimous. Mrs. Foster states that she will have the City Attorney draw up the Resolution for the Mayor and Council to sign next month.

Sidewalk Construction Program

Council Member Stanley states that several residents have confronted him about the possibility of establishing a capital improvements budget to construct so many miles of sidewalks per year. He presents a map showing approximately 6 miles of proposed sidewalks in the city. Council Member Morris states that in Mr. Stanley's memo last month, he had recommended constructing one mile of sidewalks per year for \$10,000. Mr. Morris states that this might pay for one third of a mile of sidewalk. Refer to memo. Discussion is held on how much money it will cost to construct a mile of sidewalks. City Manager Kathy Williamson recommends putting specs in the subdivision regs to require new developments to install sidewalks. She states that the Director of Utilities is opposed to sidewalks in subdivisions because of the problems of having to dig up the sidewalks to repair leaks and then replace the sidewalk. Council Member Stanley states that when it comes to causing an inconvenience to the utility crews or providing safe walking routes for children, he will vote for the children. Council Member Everett states that everyone would like to have sidewalks, however, there are more top priority projects,

(17)



such as the golf course, which need to be addressed first. Mr. Everett states that as far as safety goes, a sidewalk will not prevent a drunk driver from running off the road and hitting a pedestrian. Resident Al Sandridge states that he agrees with the City Manager and Council Member Stanley. Mayor Haggard asks the residents in attendance if they would like to have funds appropriated for sidewalks. The majority of the vote was in favor of sidewalks. Resident Charles Brack states that there are adequate sidewalks available for those who utilize them and asks who is going to pay for this program. Mr. Stanley states that the residents will pay for it through taxes. Resident Mark Summers states that he is for a sidewalk construction program because he is required to walk for health reasons. Council Member Stanley moves to authorize a budget increase of \$10,000 allocated to sidewalk construction using inhouse forces and prison labor to go as far as we can and to ask the Planning & Zoning Board to identify the highest priority areas. Motion dies for lack of second. Council Member Morris moves to table this matter and review it further. Motion dies for lack of second. Council Member Bailey moves to allocate \$50,000 in the Capital Improvements Budget for 1993 to go as far as it can go in sidewalk construction and to include specs in the subdivision regs to require sidewalks in new developments. Second to the motion by Council Member Morris. Vote unanimous.

#### Two Council Meetings Per Month

Council Member Stanley recommends the Mayor and Council meet regularly twice a month due to the heavy work load on the Council and because of the importance of some issues which have to be addressed in Called Meetings because of the urgency of the decisions. Council Member Stanley moves that the Mayor and Council begin meeting regularly twice a month. Motion dies for lack of second.

#### Liquor & Mixed Drink Referendum

Council Member Stanley states that he has received several questions from residents desiring liquor sales to be allowed in the city. Mayor Haggard states that someone has to petition the city to allow a referendum and have the residents vote on it. Mr. Stanley states that the city currently has a malt beverage ordinance which allows the sale of packaged beer and wine. He states that after conferring with Glenn Stephens at the City Attorney's office, he stated the city could amend the ordinance to allow beer and wine by the drink at the golf course. City Manager Kathy Williamson states that she understood that a public referendum would have to be held before this could be done. Council Member Stanley states that by not having beer and wine and liquor by the drink, it only restricts our developments and revenues, such as restaurants like T. J. Applebees or Marchello's. Resident Nadi Costaldo states that Council Member Stanley was so concerned with children's safety in the sidewalks issue, but is now wanting to pass liquor laws. She states that this would make it more convenient for drunk drivers to hit pedestrians. She suggests Mr. Stanley chose his side and stick to it. Council Member Stanley moves to authorize the City Attorney to make recommendations



MAYOR & COUNCIL MEETING  
MONDAY, MAY 11, 1992  
MINUTES, CONT'D.  
PAGE 5

for modifications of the malt beverage ordinance so as to allow the consumption of beer and wine on premises with specific attention to allowing it at the golf course. Second to the motion by Council Member Bailey. Discussion is held as to whether or not this is legal. Mr. Stanley states that the City Attorney will review this and advise us if it is not legal. Debbie Durden states that the city has to consider liability aspects also. Council Member Bailey states that this is for the golf course property only. Vote unanimous.

Full-time City Marshall

City Manager Kathy Williamson states that she has obtained costs for a full-time City Marshall and established his job description. Refer to memo. She also has a quote from a private security service. Discussion is held on this matter. Earl Warren with Advance Security reviews their quote with the Mayor and Council. Council Member Stanley states that the city needs a full blown pistol toting policeman with a radar gun to catch speeders. Resident Mark Summers states that a City Marshall should not be present for revenue making purposes because the city could get a bad reputation from that. Resident George Beegle states that he doesn't know how one person could patrol the entire city. Mrs. Williamson states that he wouldn't be a patrolman. He would enforce zoning regulations and prevent vandalism, etc. More discussion held. Council Member Stanley moves to table this matter until the next budget session, which is in November. Second to the motion by Council Member Bailey. Vote unanimous.

Lead & Copper Tests for Water System

City Manager Kathy Williamson states that the Director of Utilities met with EPA about lead and copper testing on our water system and since we purchase our water from Gwinnett County, we can merge with the county to meet the EPA requirements. It will cost the city approximately \$1,600 per year to begin with and we would have three test sites in homes within the city built from 1983 - 1987. She states that this cost is less than they had anticipated and she will have more information on this matter at a later date.

Recess

Mayor Haggard calls for a short recess.

Meeting recessed at 9:15 p.m.

Meeting reconvened at 9:25 p.m.

Annexation & Rezoning Public Hearing - J.W. Bailey

Ted Elliott, developer of this proposed subdivision, states that he has three requests of the Council. First, he would like to be able to purchase sewer taps at the same time he purchases his building permits; Secondly, he is requesting additional signage on Highway 20 so that he can have a sign facing each direction on Highway 20; and finally, he is requesting smaller square footage requirements than what was recommended by the Planning & Zoning



JUNE



Board. He would like to build a minimum of 1,300 square feet ranch homes and 1,600 square feet two story homes. Mr. Elliott states that this will be a swim and tennis community, therefore, he will have the majority of the expense of the subdivision up front and cannot afford to pay all sewer taps up front as well. Mayor Haggard states that this matter was discussed in the Work Session before this meeting and asks if anyone present is opposed to this request. Jerry Pealock states that he is not opposed to the development, he just doesn't like where the entrance to the subdivision is off Whitehead Road. J.W. Bailey states that Mr. Elliott plans to build larger homes, however, he would like to be able to build smaller homes if the market demands it. Discussion held on this matter. Council Member Stanley moves to approve the RS-100 zoning request with the condition that one level homes have a minimum of 1,400 square feet and two level homes have a minimum of 1,600 square feet. Motion dies for lack of second. Council Member Morris moves to approve the RS-100 zoning request with the condition that any home built in the subdivision have a minimum of 1,600 square feet. Second to the motion by Council Member Bailey. Mr. Elliott states that this still does not address the additional signage request or sewer taps payment. City Manager Kathy Williamson states that there will be no problem with the additional signage because the sign ordinance has been amended to allow this. She also states that the city's policy is to pay for sewer taps up front, unless the Council wishes to change the policy. Discussion held on this matter. There is a general consensus among the Council not to change the city's policy on sewer taps. Mr. Elliott will have to either pay the sewer taps either up front or by phases. Council Member Morris states that it is up to Mr. Elliott how many homes he will have in each phase. Mr. Elliott asks if he can discuss this matter with J.W. Bailey before the Council votes on it because he may decide to withdraw his application. Mayor Haggard states that he will continue with the agenda until they have reached a decision.

#### Speedbreakers on Hillcrest Drive

City Manager Kathy Williamson states that she is waiting on some information from the county on this matter and would like to table this until next month.

#### Solid Waste Management Plan

City Manager Kathy Williamson states that the Director of Finance and herself have been working with Pat O'Connor on this Solid Waste Management Plan and this is the first draft of the plan. She states that a resident has to review the plan and she has asked James McCalla to review it. Mr. McCalla states that the Solid Waste Management Plan seems to be very thorough and complete and it is evident that someone has worked very hard on this project. Pat O'Connor goes over some corrections to the plan and asks for questions or comments. The typo's have been noted and will be corrected.



JUNE



MAYOR & COUNCIL MEETING  
MONDAY, MAY 11, 1992  
MINUTES, CONT'D.  
PAGE 7

Mrs. Williamson states that a final draft will be presented to the Mayor and Council next month during a public hearing which has to be advertised. The plan then has to be submitted to DCA and ARC for their approval.

Change Order for CDBG Funds

City Manager Kathy Williamson states that Precision Planning needs to do some additional work on the drainage easements on the Craig Drive Project. This additional work will cost approximately \$639. Refer to memo. Council Member Everett moves to authorize the funds for this additional work. Second to the motion by Council Member Morris. Vote unanimous.

Voting Delegate for GMA Convention

City Manager Kathy Williamson states that the Council needs to appoint a voting delegate and alternate for the General Session of the GMA Convention in June. Council Member Bailey moves to appoint Council Member Morris to serve as the city's voting delegate. Second to the motion by Council Member Davis. Vote unanimous.

Council Member Morris moves to appoint Council Member Bailey to serve as the city's alternate voting delegate. Second to the motion by Council Member Everett. Vote unanimous.

Water System Update

City Manager Kathy Williamson states that there is an update of the city's water system in the Council packets from the Assistant Water Supervisor for the Council's information.

Update on Sewer Treatment Plant

City Manager Kathy Williamson states that there is a pre-bid meeting for the construction of the sewer treatment plant on June 2 at 2:00 p.m. and sealed bids will be opened on June 16 at 2:00 p.m. at city hall.

Request for Golf Course Vehicle

Director of Golf Wade Queen states that he has obtained 18 different bids for a pickup truck for the golf course and he has narrowed them down to the 3 lowest bids. Refer to bids. Council Member Stanley asks if this vehicle is still needed since the City Manager was going to give her car to the City Marshall and use the Explorer. Mr. Queen states that the golf course needs a pickup truck regardless. City Manager Kathy Williamson states that this vehicle was budgeted for this year. Council Member Bailey asks if this vehicle will need a tool box or tools. Mr. Queen states no. Council Member Everett moves to authorize the funds to purchase the vehicle from Champion GMC, the low bidder, for \$9,128. Second to the motion by Council Member Morris. Vote unanimous.

(17)

JUNE



Annexation & Rezoning Public Hearing - J.W. Bailey - Cont'd.

Mr. Elliott asks the Mayor and Council to postpone this matter for 30 days so that they have time to review their finances again. Council Member Morris withdraws his motion regarding this matter. Council Member Bailey moves to table this matter until the next Council Meeting. Second to the motion by Council Member Morris. Council Member Everett abstains from voting. Vote unanimous.

Rezoning Public Hearing - A. Appling

Pat O'Connor with Button Gwinnett Landfill states that they are purchasing this property from Aaron Appling to expand the landfill. The 6.589 acres is currently zoned AF and they are requesting an HM-1 zoning classification. Mr. O'Connor states that this zoning request is consistent with the surrounding properties. Bob Henritze, owner of Apple Ridge Mobile Home Park, states that the landfill is detrimental to his property. Two residents of the Apple Ridge Mobile Home Park states that they are opposed to rezoning the property as well. Mr. O'Connor states that the landfill was there long before the mobile home park was built and these people knew it was there when they moved into the park. Discussion is held on this matter. Council Member Stanley states that the contingent 16 acres is zoned AF not HM-1 and the contingent property owners should be notified before voting on this matter. Council Member Morris states that this has nothing to do with the rezoning request tonight. More discussion held. Council Member Davis calls for the question. Council Member Morris moves to rezone the property to HM-1. Second to the motion by Council Member Everett. Vote 3 for, 2 opposed - Council Members Bailey and Stanley. Motion carried 3 - 2.

Council Reports

Council Member Everett moves to authorize the city to send out a newsletter with the facts in response to Council Member Stanley's newsletter. Council Member Stanley states that if Mr. Everett wishes to dispute his newsletter, let him do it at his own expense. Council Member Stanley states that his newsletter was done completely at his own expense and was his opinion only and Mr. Everett is wrong to want to use city funds to pay for his opinion. Council Member Everett states that residents have called him and the other Council Member's thinking it was their opinions as well since the newsletter was done on city letterhead. Mr. Stanley states that he stated in the newsletter that it was his own viewpoint. Council Member Everett withdraws his motion.

Council Member Stanley states that just because the city was approved for GEFA funds, it does not mean the city has to proceed. Council Member Stanley moves to decline the GEFA loan. Motion dies for lack of second.



JUNE



Citizen's Comments

Resident Jonathon Wright states that Kevin Smith had to leave the meeting early and he asked him to ask the Council if the city can hire someone to operate the scorekeepers box at the softball tournaments. Mayor Haggard states that the Recreation Board liaison Council Member Davis can make this request to the Recreation Board because they are the ones who operate the park and its tournaments.

Council Member Stanley asks if the agenda can be amended to have Citizens Comments before Committee Reports at the beginning of the meeting so they don't have to wait until the end of the meeting to be heard. There is a general consensus among the Council to amend the agenda for this purpose.

Resident Jonathon Wright states that during the past few Council Meetings, there has been more resident participation and comments and he is glad to see this.

Mayor Haggard states that he was also shocked and disappointed by Council Member Stanley's newsletter he sent out on his own. Council Member Stanley states that he has a right to his opinion as does everyone else and he will probably do it again. Mayor Haggard urges the Council to work together for the residents of this city.

Adjournment

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

Meeting adjourned at 11:15 p.m.

Judy L. Foster

JUNE

The Sugar Hill May Festival plans are coming along very well. We are looking forward to a fun filled day with many exciting things to do. We will be having softball and tennis tournaments beginning at 8 a.m. and our parade will begin at 10:30 a.m. We have reserved a space-walk for the children to play in and a good selection of games for everyone to enjoy. We also have pony rides for our children. There will be about 25 Booths which will offer lots of different types of craft items for sale. All in all, I believe the Festival will be very successful and we are hoping that the four letter word beginning with r--- will not spoil our plans. (Rain) What I am really looking forward to is one of our fundraisers. It is a dunk-tank and I think it will be one of our most profitable games, but I need your co-operation. I have made out a tentative schedule for the Mayor and Council to "MAN THE TANK" I sincerely hope each one of you will aid us in this endeavor. The proceeds from the May Festival go to the Recreation Board to help to maintain the E.E. Robinson Park and I think with all of your help we can raise alot of revenue, and have some good CLEAN (and wet) fun. Thank you for your help in this schedule. If I have chosen a time that you will be unavailable, please contact me at 271-1842 so we can find a more convenient time.

11:00 thru 12:00	Councilman Steven Bailey
12:00 thru 1:00	Councilman Ruben Davis
1:00 thru 2:00	Councilman Roger Evrett
2:00 thru 3:00	Councilman Tommy Morris
3:00 thru 4:00	Councilman James Stanley
4:00 thru 5:00	Mayor George Haggard

Again, thank-you for your co-operation.



Leigh Bailey



City of Sugar Hill  
Cash Flow Analysis Report -Projected Variance of Budgeted & Proposed Actions

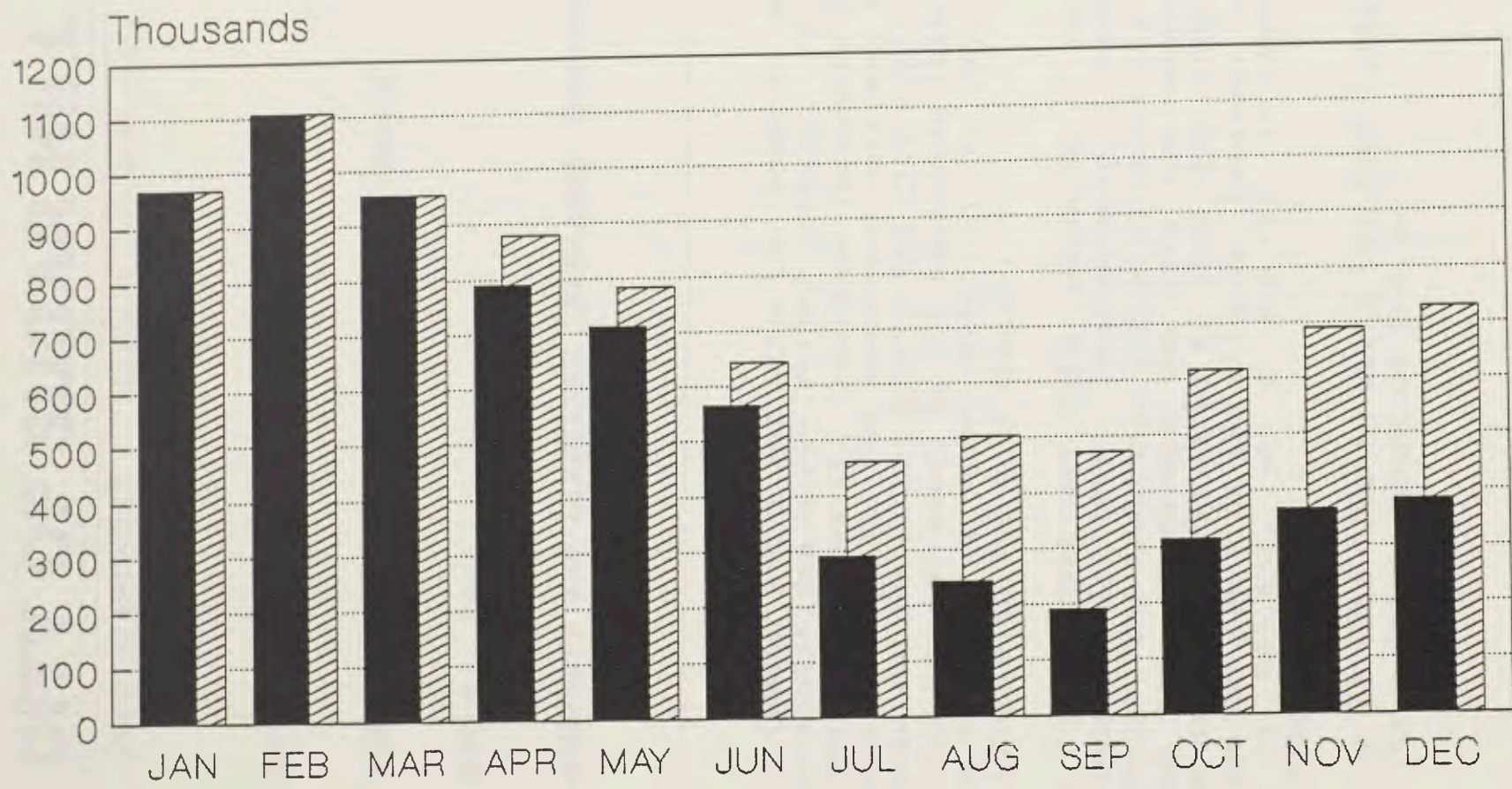
1992 FY Variances	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
*****													
OPERATIONS:													
Proj. Revenues:	\$515,592.74	\$541,887.77	\$363,639.39	\$497,841.00	\$414,980.00	\$389,980.00	\$239,930.00	\$419,430.00	\$328,680.00	\$545,630.00	\$475,650.00	\$451,150.00	\$5,184,390.90
Proj. Expenses:	\$390,784.86	\$338,816.68	\$378,665.67	\$328,393.95	\$363,343.00	\$380,627.00	\$351,626.00	\$359,347.00	\$323,360.00	\$384,048.00	\$382,423.00	\$386,093.00	\$4,367,528.16
Sub-Variance:	\$124,807.88	\$203,071.09	(\$15,026.28)	\$169,447.05	\$51,637.00	\$9,353.00	(\$111,696.00)	\$60,083.00	\$5,320.00	\$161,582.00	\$93,227.00	\$65,057.00	\$816,862.74
NON-BUDGETARY:													
'89 Bond Principle:	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$8,300.00	\$99,600.00
'74 Bond Principle:												\$10,000.00	\$10,000.00
Golf Construction:	\$54,292.98	\$53,776.11	\$58,365.63	\$197,957.08	\$131,000.00	\$131,000.00	\$52,000.00		\$17,000.00				\$695,391.80
Sewer Construction:	\$16,348.35	\$1,617.98	\$72,035.90	\$37,271.79									\$127,274.02
Southside WWTP:													\$0.00
Non-Budget Subtotal:	\$78,941.33	\$63,694.09	\$138,701.53	\$243,528.87	\$139,300.00	\$139,300.00	\$60,300.00	\$8,300.00	\$25,300.00	\$8,300.00	\$8,300.00	\$18,300.00	\$932,265.82
PROPOSED ACTIONS:													
GEFA Loan Payments:	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$80,000.00
Proposed Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$80,000.00
TOTAL VARIANCE:	\$45,866.55	\$139,377.00	(\$153,727.81)	(\$74,081.82)	(\$97,663.00)	(\$139,947.00)	(\$181,996.00)	\$41,783.00	(\$29,980.00)	\$143,282.00	\$74,927.00	\$36,757.00	(\$195,403.08)
MONTHLY BALANCES:	\$968,631.55	\$1,108,008.55	\$954,280.74	\$880,198.92	\$782,535.92	\$642,588.92	\$460,592.92	\$502,375.92	\$472,395.92	\$615,677.92	\$690,604.92	\$727,361.92	= '92 Carry
As calculated using 1991 Carryover & Reserves of:	\$922,765.00												
*****													

\*THIS INCLUDES THE PROPERTY AND LIABILITY INSURANCE INCREASES AS WELL AS AN ESTIMATED PAYBACK FOR THE G.E.F.A. LOAN



# Variations-April vs May

## FY 1992 City of Sugar Hill

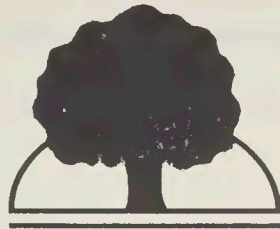


Monthly Resultant Variations

■ May. Proj. Variance    ▨ Apr. Proj. Variance

Dollars





# CITY OF SUGAR HILL

---

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

**TO: MAYOR AND COUNCIL**

**FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE**

**DATE: MAY 11, 1992**

**RE: PROPERTY AND LIABILITY INSURANCE INCREASES**

---

Kathy Williamson and I met with the Property and Liability insurance representatives early Friday morning. The purpose of this meeting was to discuss the insurance increases that will be in effect beginning May 1st. Our insurance contract is renewed in May of every year and due to the growth the City experienced during 1991, our premium has increased by 70% beginning this month. They explained this increase on added roads and the general liability that is associated with the golf course.

When the 1992 budget was being prepared, I was advised to budget a 10% increase for 1992. Subsequently, I budgeted \$45,000 for 1992. However, the insurance representative was not aware at that time what type of growth the city had occurred. After evaluating the data that was given to them, the numbers increased greatly. As you can see from the attached invoice, the total 1992 contribution is \$66,652, or a \$21,652 increase from our appropriated budget figure.

I am asking at this time to amend the 1992 budget to reflect this increase for a total amount of \$66,652.





GEORGIA ENVIRONMENTAL FACILITIES AUTHORITY LOAN

THE CITY REALIZING THE SHORT FALL IN FUNDS TO BUILD THE WASTE WATER TREATMENT PLANT LAST YEAR APPLIED FOR THE LOW INTEREST GEFA LOAN FROM THE STATE FOR TWO MILLION DOLLARS. THESE FUNDS WILL COMPLETE THE PLANT AND THE LEVEL CREEK INTERCEPTOR LINE, WHICH WILL OPEN THE WAY FOR NEW COMMERCIAL AND RESIDENTIAL DEVELOPEMENT.

THE CITY RECEIVED APPROVAL FOR THE LOAN ON THURSDAY MAY 7, 1992 FROM GOVENOR ZELL MILLER. THE CITY WOULD LIKE TO THANK GOVENOR MILLER AND HIS STAFF AT THE GEFA LOAN OFFICE FOR THEIR COOPERATION IN ASSISTING THE CITY STAFF IN THE APPLICATION PROCESS. I WOULD ALSO LIKE TO THANK THE DIRECTOR OF FINANCE SANDY RICHARDS AND HER STAFF FOR THEIR PARTICIPATION. THE CITY STAFF IN HOUSE DID ALL THE BACKGROUND REPORTING AND DETAIL ON THE APPLICATION TO SAVE THE CITY CONSULTING FEES. A SPECIAL THANK YOU TO THE COUNCIL MEMBERS WHO APPROVED THIS APPLICATION, AND MR. STEVE BAILEY FOR MEETING WITH THE GEFA STAFF ON BEHALF OF THE CITY.

THE REPAYMENT OF THIS LOAN WAS NOT BASED ON ANY INCREASES IN UTILITY RATES. THE CITY RECIEVED APPROVAL FOR TWO MILLION DOLLARS, BUT THAT DOES NOT MEAN THAT THE CITY WILL HAVE TO BORROW ALL THE FUNDS. REVENUES FROM THE GOLF COURSE AND THE LANDFILL HAVE NOT BEEN INCUMBERED AND WILL BE PARTICALLY UTILIZED FOR THE REPAYMENT.

## 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.



## VOTER REGISTRATION

### City of Buford

City keeps their own voters list. They feel it is easier to keep up with because they know whether or not someone is within the city limits or not. They are happy with the way their system is going now. They are not considering turning their list over to the county.

### City of Dacula

County keeps their voters list. The Mayor and Council have just voted to turn their voters list over to the county to take that responsibility off the City Clerk. They do not have any comments at this time.

### City of Duluth

County keeps their voters list. They have a good working relationship with the county and have no complaints. They are very pleased with the county keeping their list.

### City of Lawrenceville

County keeps their voters list. The only problem they have is the county coding voters wrong so they are not on their list, or else there are voters on their list who should not be. However, they simply correct the list and send back to the county for them to correct. They are very pleased with the county keeping their list.

### City of Lilburn

City keeps their own voters list. However, they are considering turning their list over to the county as well.

### City of Norcross

County keeps their voters list. They are extremely pleased with the county keeping their list. The county has kept their list since the early seventies and they would not have it any other way. It doesn't cost the city anything and they don't have the expenses of keeping the list.

City of Snellville

County keeps their voters list. They have only had one election since the county took over their list, however, they state that it was the smoothest ran election ever. They are very pleased and have no complaints.

City of Suwanee

City keeps their own voters list. The county kept their list, however, they have just recently gotten it back from the county. They had a few problems with the county and the Mayor and Council wanted it back under the city's control. The personnel states that they will regret the added administrative work involved.

- \* Several cities who allows the county to keep their voters list stated that they have had very minimal problems and better communications with the county since Bill Northquest has been appointed Elections Supervisor.



MEMORANDUM

DATE: MAY 3, 1992  
TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
SUBJECT: SIDEWALK COSTS

SIDEWALK COSTS

COSTS OF 7/10 OF A MILE SIDEWALK FROM BROAD STREET TO E.E. ROBINSON PARK:

- 1) GRADING WAS DONATED TO THE CITY FOR A VERY NOMINAL COST.
- 2) CONCRETE WAS DONATED TO THE CITY FOR A VERY NOMINAL COST.
- 3) SOME PRISON LABOR WAS USED, BUT THEIR TIME IS NOW TAKEN WITH TRASH PICK-UPS THREE DAYS PER WEEK AND ONE DAY AT THE PARK.
- 4) LOWEST BID FOR FINISHING THE CONCRETE WAS \$30,000.00 AND THE BALANCE WAS IN THE PURCHASING OF CONCRETE MATERIALS AND LUMBER FOR THE FORM BOARDS.
- 5) A TOTAL OF \$40,000.00 FOR 7/10 OF A MILE OF SIDEWALK IN 1987.

LOWEST BIDS FOR FINISHING AND MATERIALS ONE MILE OF SIDEWALK 5 FEET WIDE 4 INCHES DEEP ARE:

- 1) \$31,680.00 WAS THE LOWEST BID FOR FINISHING AND MATERIAL FROM THORTON CONCRETE FINISHING SERVICE.
- 2) PRICE ON CONCRETE ONLY WAS FULTON CONCRETE COST \$43.15 PER YARD X 330 YARDS = \$14,239.00.
- 3) THE CITY HAS NOT ADDED ANY NEW EMPLOYEES TO THE TO THE UTILITY CREWS EXCEPT FOR THE CATHODIC PROTECTION CREW, WHICH IS UNDER MANDATE FROM THE STATE D.O.T. TO UPGRADE NEGLECTED SHORTS ON THE CITY GAS SYSTEM. THE CITY HAS ALMOST DOUBLED IN CUSTOMERS SINCE 1987 WHICH OCCUPIES THE PRISON CREW WITH THE PICKING-UP OF TRASH THREE DAYS AND THE PARK ONE DAY PER WEEK. THIS DOES NOT ALLOW FOR EXTRA TIME IN THE CONSTRUCTION OF SIDEWALKS.

THIS DOES NOT MEAN THAT THESE COSTS COULD NOT BE WORKED INTO THE CAPITAL IMPROVEMENTS BUDGET. A SYSTEM FOR CHOOSING SIDEWALK LOCATIONS WOULD HAVE TO BE DETERMINED BY THE MAYOR AND COUNCIL

MEMORANDUM

DATE: MAY 1, 1992  
TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
SUBJECT: PROPOSED CITY MARSHALL POSITION

THE JOB REQUIREMENT IS AS FOLLOWS:

- 1) HIGH SCHOOL GRADUATE
- 2) TRAINED AND CERTIFIED IN THE GEORGIA PEACE OFFICERS STANDARDS AND TRAINING COUNCIL BASIC CERTIFICATE.
- 3) MINIMUM OF FIVE YEARS OF ON DUTY PUBLIC SAFETY SERVICE.
- 4) BASIC KNOWLEDGE OF STATE AND COUNTY LAWS, AND THE ABILITY TO LEARN CITY ORDINANCES.
- 5) AGREEABLE TO DRUG TESTING.

JOB DESCRIPTION AS FOLLOWS:

- 1) TO ENFORCE THE CITY ORDINANCES IN A PROFESSIONAL MANNER.
- 2) TO PERFORM SCHEDULED PATROLS THROUGH THE CITY AND CITY PROPERTIES .
- 3) HOURS WOULD TO BE DIVIDED BETWEEN DAY HOURS AND NIGHT HOURS DEPENDING ON DEMANDS.
- 4) 24 HOUR CALL AVAILABILITY
- 5) UNDER THE SUPERVISION OF THE CITY MANAGER
- 6) TO ATTEND ALL REGULARLY SCHEDULED COUNCIL MEETINGS.
- 7) TO ATTEND ALL SCHEDULED CITY COURT SESSIONS.
- 8) TO BE AVAILABLE FOR ASSISTANCE IN THE ENFORCEMENT OF UTILITY METER CUT-OFFS UPON REQUEST OF THE UTILITY METER DEPARTMENT HEAD.
- 9) TO BE SCHEDULED TO WORK FOR ALL CITY FESTIVALS.
- 10) TO CALL 911 AND CONTACT THE GWINNETT COUNTY POLICE DEPARTMENT IN CASE OF AN EMERGENCY OR ACCIDENT WITHIN THE CITY.



PAGE TWO

THE CITY MARSHALL WOULD DRIVE THE 1987 CAPRICE, BECAUSE IT IS VERY ECONOMICAL ON GAS AND THAT MODEL HAS BEEN RECOGNIZED AS A LAW ENFORCEMENT VEHICLE. CITY DECALS, CITY MARSHALL AND PROPER LIGHTS WOULD BE ADDED FOR BETTER VISABILITY.

THE GOLF COURSE HAS BIDS FOR A PICK-UP TRUCK WHICH IS MORE APPROPRIATE FOR THE USE OF THE MAINTAINING OF THE GOLF COURSE THAN THE EXPLORER. THE EXPLORER WOULD THEN BE UTILIZED BY THE CITY MANAGER.

THE CITY MARSHALL'S JOB WOULD BE LIMITED TO THE ENFORCEMENT OF CITY ORDINANCES AND THE PATROLLING OF CITY STREET AND CITY PROPERTY. ALL OTHER POLICE MATTERS WOULD BE HANDLED BY THE CITY MARSHALL CONTACTING GWINNETT COUNTY POLICE DEPARTMENT.

SOME OF THE REASONS FOR HIRING A FULL-TIME CITY MARSHALL ARE AS FOLLOWS:

- 1) TO RELIEVE TIME OF THE CURRENT PART-TIME CITY MARSHALL AND BUILDING INSPECTOR FOR BUILDING INSPECTIONS.
- 2) TO PREVENT EXPENSIVE AND RECURRING VANDALISM AT THE CITY PARK AND OTHER CITY PROPERTIES. (THE CITY HAS A BIG INVESTMENT IN THE NEW CITY BARN AND THE GOLF COURSE.)
- 3) TO BE VISABLE TO PREVENT VANDALISM AND OTHER UNLAWFUL ACTS SUCH AS BURGLARIES, SPEEDING, AND ETC.

PROPOSED CITY MARSHALL COSTS

1992 Personal Service Cost - Begin May 1

Salary - \$9.00 per hour =	\$12,480
FICA - 7.65% X Total Salary =	955
Suta - 1.73% X first \$8500 =	147
Insurance - \$400/month =	1,600
Bonus	<u>65</u>
Total 1992 Personal Service Costs	\$15,247
Car Phone (\$22.95/mo plus \$.20/min)	250
City Radio	1,200
Purchase of Vehicle with equipment	<u>\$10,150</u>
Total Cost for City Marshall - 1992 =	\$26,847

1993 Personal Service Costs

Salary - \$9.25 per hour =	\$19,240
FICA - 7.65% X Total Salary =	1,471
SUTA - 1.73% X first \$8500 =	147
Insurance - \$400/month =	4,800
Retirement - 6% total salary after 1 yr =	768
Bonus =	<u>100</u>
Total 1993 Personal Service Costs	\$26,526
Car Phone	<u>250</u>
Total Cost for City Marshall - 1993 =	\$26,776





2964 Peachtree Road/Atlanta, Georgia 30305  
P.O. Box 52619/Atlanta, Georgia 30355  
(404) 231-1210 (800) 241-0267 FAX (404) 231-0345

April 30, 1992

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

Dear Ms. Williamson:

Thank you for the opportunity to submit this proposal for the City Marshal of Sugar Hill.

This proposal, tailored to the specific needs of the City of Sugar Hill, offers a program with the following features:

Premium Salary with Merit Increase

Comprehensive Training Program including CPR & First Aid Certification

24-Hour Operations Center

Hands on Management

Free Uniforms & Equipment

Paid Vacations

5 Sick Days

Free Medical, Dental & Life Insurance Plan

12 Holidays

Ms. Williamson  
Page 2  
April 30, 1992

Should ADVANCE be successful in obtaining your business, I can assure you that the requisite time, funds, supervision and management attention will be devoted to the operation in order to meet your expectations and those of the City Council and the citizens of Sugar Hill.

Again, thank you for this opportunity and I look forward to hearing from you soon.

Yours very truly,

Earl Warren III  
Branch Manager

EW/ash

7419 Perimeter Center East  
Atlanta, GA 30346  
(404) 392-0464

JUNE



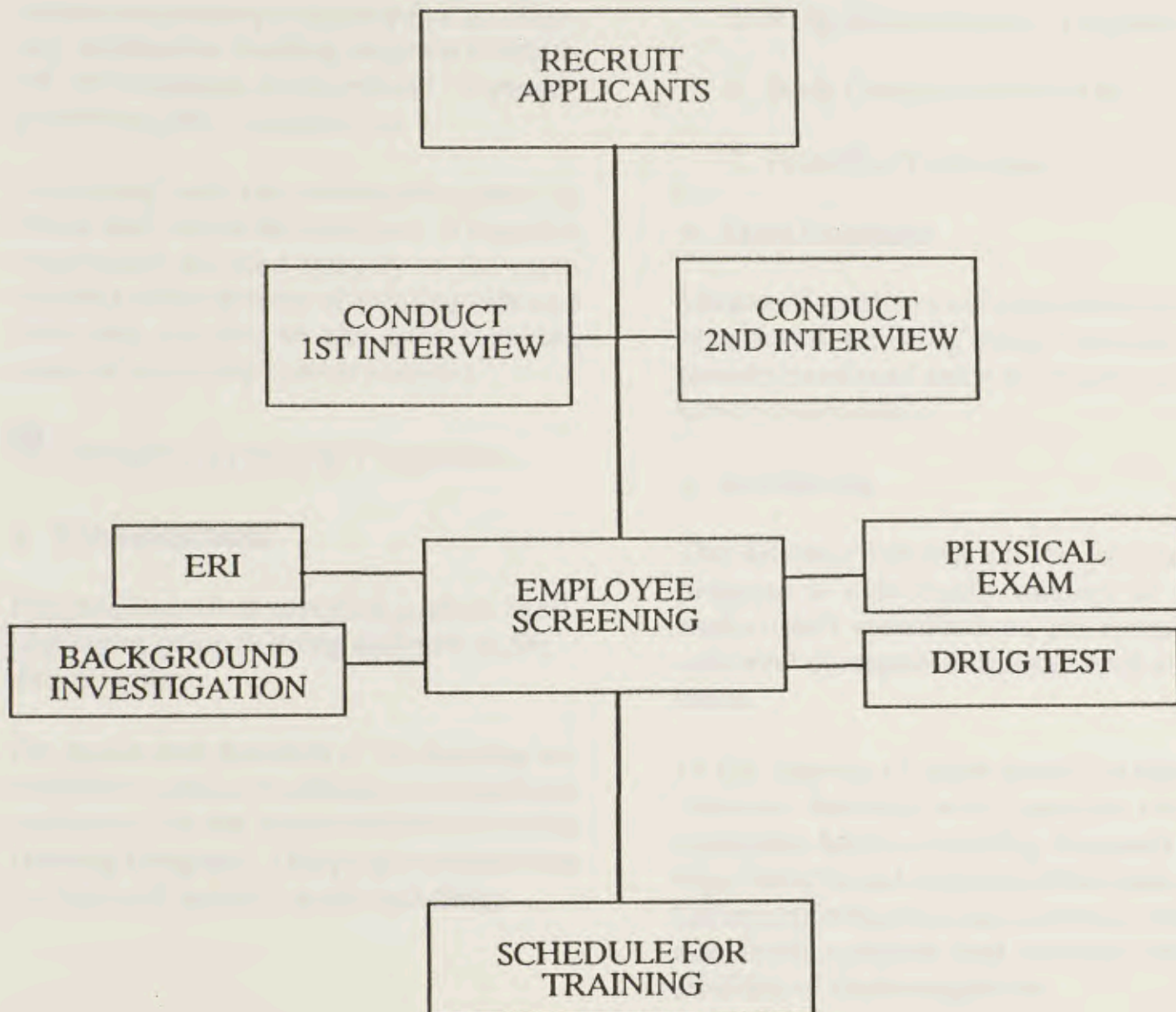
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## PERSONNEL QUALIFICATION PROCESS

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The personnel qualification process Advance Security will use to meet the personnel standards for the client is shown below. The Multiple Interviews, ERI, and Background Investigation will be performed on all employees. Physical Examination and Drug

Screen will be performed on all employees when required by specifications. In all cases, proper documentation will be maintained on each applicant and such records will be available for review.



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## TRAINING

---

Advance Security offers multiple phase training programs to fulfill the needs and/or requirements of our diverse clientele.

Training curriculums and duration are designed to be flexible so as to be individually tailored based upon the clients specifications, job complexity and level of responsibility.

It is our corporate philosophy that an effective, continuous training program is essential to employee development, company growth and client satisfaction.

In keeping with this philosophy, there is, within our corporate structure, a separate department devoted entirely to the creation and development of training aids and materials relative to the ever-changing needs of a security service contract.

### ■ Multiple Training Programs

- Pre-Assignment

This training when specified is given to all employees prior to being assigned to the clients facility.

The topics and duration of the training are modified to meet the clients specifications and/or include the **Advance Security Video Training Program**. This program addresses the basics of security work including:

1. Duties and Functions of a Security Officer
2. Public Relations
3. Fire Prevention and Fire Fighting Control Measures
4. Report Writing
5. Response to Crime in Progress
6. Basic Emergency First Aid
7. Patrolling Techniques

- State Mandated

Advance Security in compliance with State Mandated training requirements for security personnel meet and/or exceed the basic requirements.

- On-the-Job

The Advance Security on the job training program is individually tailored to meet each client's specifications, job complexity and level of responsibilities of each assignment.

In the absence of client specified training, Advance Security will provide the approximate hours of training necessary so as supervisor(s) and security officers can meet the operational procedures, indoctrination, site familiarization and primary responsibilities of each assignment.



- In-Service Training

The Advance In-Service Training Program is designed to maintain the proficiencies of the on the job training and/or for new job responsibilities. These training segments can be divided to be monthly, quarterly, or semi-annually.

- Supplemental Training

To supplement and augment other training phases, Advance Security issues each security officer a pocket sized security officer's guide addressing itself to topics such as mission, general requirements, rules and regulations, reports, procedures, traffic, safety, fire protection and prevention, first aid, telephone communications and radio communications.

In addition, Advance Security produces and distributes training bulletins to all uniformed personnel, in which timely subjects are covered.

- Supervisory Training

We believe that Advance Security offers the most comprehensive well balanced training program in the Contract Security Industry.

The Advance Security Corporate Director of Training regularly conducts a Field Supervisors Training Program. This program consists of a two-day training session (16 hours) in a seminar format.

In utilizing the seminar (or round-table discussion) format, a free flowing exchange and discussion of ideas and mutual problems is encouraged.

Discussions are led by the Advance Security Corporate Director of Training, but all attendees participate directly regardless of their length of time as a supervisor. Role playing, practical demonstrations, written problems and appropriate audio/visual training aids all play an important part in this supervisor training session.

This supervisory training program has been in use for approximately 6 years and Advance Security has had over four hundred first line supervisors participate in the training sessions. Because of this participation, Advance Security has reduced the turnover of this level of supervisor and has significantly enhanced the professional capability of the first line supervisor.

**EMPLOYEE COMPENSATION/CLIENT COSTS**

**EMPLOYEE WAGES/BENEFITS**

The City Marshal assigned to Sugar Hill will receive wages and benefits as follows:

<u>Classification</u>	<u>Wage Per Hour</u>
Probationary	\$350 wkly.
After 90 Days	\$375 wkly.

**CLIENT COST**

The cost for Advance Security Services:

Advance Security will provide 40 hours of service per week.

<u>Classification</u>	<u>Client Cost</u>
Probationary	\$14.14
After 90 Days	\$14.14
$\$14.14 \times 40 \text{ hrs.} = \$565.60 \text{ weekly}$	

**Benefits:**

Uniform(s)

Military Style

Vacation

1 week after 1 year  
2 weeks after 2 years

Holiday Pay

11 holidays observed by City plus one (1) additional floating holiday for their birthday.

Insurance

Plan #7449

**Other items included in rate:**

CPR/First Aid (Red Cross)  
Drug Screening  
5 Sick Days



APPLICATION FOR ANNEXATION

Fee \$50.00

Hearing Date: 4-20-92

Hearing Time: 7.30 p.m.

Date of Application: 4-6-92

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 describes lands annexed into the corporate City:

All that tract or parcel of land lying and being in land Lot(s) 307 + 321 of the 7th district, Gwinnett County, Georgia, and being more particularly described as follows:

Plat attached - area outlined in Red

PAID

APR 10 1992

CITY OF SUGAR HILL

CK 1120

Map Reference # 12

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)

\*Make sure plat is small enough to make copies from.

It is requested that a zoning classification of RS-100 ( ) be assigned to the property upon annexation. The property is currently zoned R-75 ( ) in the County.

The property owner(s) intend to develop and/or use the property as follows:

Single family detached Homes

Development to start ASAP.

\*(Include a timetable for development if available).

OURS Generations

LANDOWNER

ELECTOR Boyer

Name

J.W. Bailey

Name

Ed. Elliott

Address

Address

30 Cummins Hwy. K. Ford GA 30515

P.O. 1046 N. Vike

Signature

Date

Signature

Date

HM. Phone

WK. Phone

HM Phone

WK. Phone

\*add additional signature blocks as necessary.

JUNE



L E G A L   D E S C R I P T I O N

All that tract or parcel of land lying and being in Land Lot 307 of the Seventh Land District, Gwinnett County, Georgia, and being more particularly described as follows:

Beginning at the intersection of the northerly margin of 80 foot right-of-way Whitehead Road and the easterly margin of the right-of-way of Sugar Ridge Drive; thence 868.6 feet along the northerly margin of 80 foot right-of-way Whitehead Road in a easterly direction to the TRUE POINT OF BEGINNING;

THENCE departing said right-of-way North 21 degrees 46 minutes 27 seconds West for a distance of 108.37 feet to a point;

THENCE North 31 degrees 56 minutes 47 seconds West for a distance of 135.55 feet to a point;

THENCE South 69 degrees 20 minutes 27 seconds West for a distance of 134.78 feet to a point;

THENCE North 28 degrees 53 minutes 55 seconds West for a distance of 373.62 feet to a point;

THENCE North 28 degrees 55 minutes 18 seconds West for a distance of 565.29 feet to a point;

THENCE North 28 degrees 39 minutes 13 seconds West for a distance of 1072.11 feet to a point;

THENCE South 78 degrees 57 minutes 45 seconds East for a distance of 294.76 feet to a point;

THENCE South 78 degrees 57 minutes 45 seconds East for a distance of 58.38 feet to a point;

THENCE North 20 degrees 02 minutes 12 seconds West for a distance of 187.64 feet to a point;

THENCE North 38 degrees 49 minutes 47 seconds West for a distance of 130.90 feet to a point;

THENCE North 26 degrees 55 minutes 11 seconds West for a distance of 229.91 feet to a point;

THENCE South 87 degrees 06 minutes 04 seconds East for a distance of 286.45 feet to a point;

THENCE North 04 degrees 55 minutes 35 seconds East for a distance of 250.00 feet to a point;

THENCE North 01 degrees 45 minutes 27 seconds West for a distance of 232.77 feet to a point on the southerly margin of 100 foot right-of-way GA Highway 120;

THENCE along said right-of-way South 87 degrees 06 minutes 04 seconds East for a distance of 215.92 feet to a point;

THENCE departing said right-of-way South 03 degrees 35 minutes 36 seconds West for a distance of 845.90 feet to a point in the centerline of a creek;

THENCE along the centerline of said creek the following twenty courses and distances: South 80 degrees 48 minutes 36 seconds East for a distance of 61.92 feet to a point;

THENCE North 64 degrees 04 minutes 20 seconds East for a distance of 42.63 feet to a point;

THENCE North 78 degrees 52 minutes 27 seconds East for a distance of 67.40 feet to a point;

JUNE



THENCE North 84 degrees 23 minutes 06 seconds East for a distance of 43.46 feet to a point;

THENCE North 65 degrees 07 minutes 09 seconds East for a distance of 50.75 feet to a point;

THENCE South 78 degrees 03 minutes 45 seconds East for a distance of 32.00 feet to a point;

THENCE South 74 degrees 32 minutes 14 seconds East for a distance of 48.20 feet to a point;

THENCE North 53 degrees 54 minutes 22 seconds East for a distance of 61.43 feet to a point;

THENCE South 79 degrees 14 minutes 43 seconds East for a distance of 64.05 feet to a point;

THENCE North 77 degrees 30 minutes 16 seconds East for a distance of 57.85 feet to a point;

THENCE South 47 degrees 10 minutes 09 seconds East for a distance of 34.13 feet to a point;

THENCE North 42 degrees 20 minutes 17 seconds East for a distance of 21.59 feet to a point;

THENCE North 28 degrees 07 minutes 27 seconds West for a distance of 33.92 feet to a point;

THENCE South 85 degrees 35 minutes 02 seconds East for a distance of 58.46 feet to a point;

THENCE South 49 degrees 21 minutes 49 seconds East for a distance of 23.62 feet to a point;

THENCE South 85 degrees 43 minutes 17 seconds East for a distance of 25.60 feet to a point;

THENCE North 48 degrees 05 minutes 31 seconds East for a distance of 31.04 feet to a point;

THENCE South 69 degrees 46 minutes 00 seconds East for a distance of 32.50 feet to a point;

THENCE North 51 degrees 56 minutes 59 seconds East for a distance of 36.04 feet to a point;

THENCE South 69 degrees 04 minutes 49 seconds East for a distance of 44.94 feet to a point;

THENCE departing said creek South 27 degrees 38 minutes 14 seconds East for a distance of 531.92 feet to a point;

THENCE North 63 degrees 00 minutes 36 seconds East for a distance of 30.34 feet to a point;

THENCE South 40 degrees 02 minutes 47 seconds East for a distance of 145.00 feet more or less to a point on the current Sugar Hill City Limits;

THENCE in a southwesterly direction along the current Sugar Hill City Limits for a distance of 1,328 feet more or less to a point;

THENCE departing the current Sugar Hill City Limits South 69 degrees 02 minutes 38 seconds West for a distance of 20 feet more or less to a point;

THENCE South 31 degrees 56 minutes 47 seconds East for a distance of 133.48 feet to a point;

THENCE South 21 degrees 46 minutes 27 seconds East for a distance of 116.92 feet to a point on the northerly margin of 80 foot right-of-way Whitehead Road;

THENCE along said right-of-way South 75 degrees 27 minutes 24 seconds West for a distance of 60.00 feet to the TRUE POINT OF BEGINNING.

The above described property being the same as that shown on "Survey for J.W. Bailey" by Robert T. Black and Associates, dated March 17, 1989 and revised March 10, 1992, and currently located outside the current city limits of Sugar Hill.

Said property contains 45.2 acres more or less.



RECOMMENDATION FORMS

RE: J.W. Bailey Rezoning and Annexation  
Highway 20

---

From: Kathy Williamson City Manager

Comments: The request for zoning is RS-100 this should be a conditional zoning to stay in conformance with other recent RS-100 zonings. Will have access to new sewer plant.

Recommendation: Approval

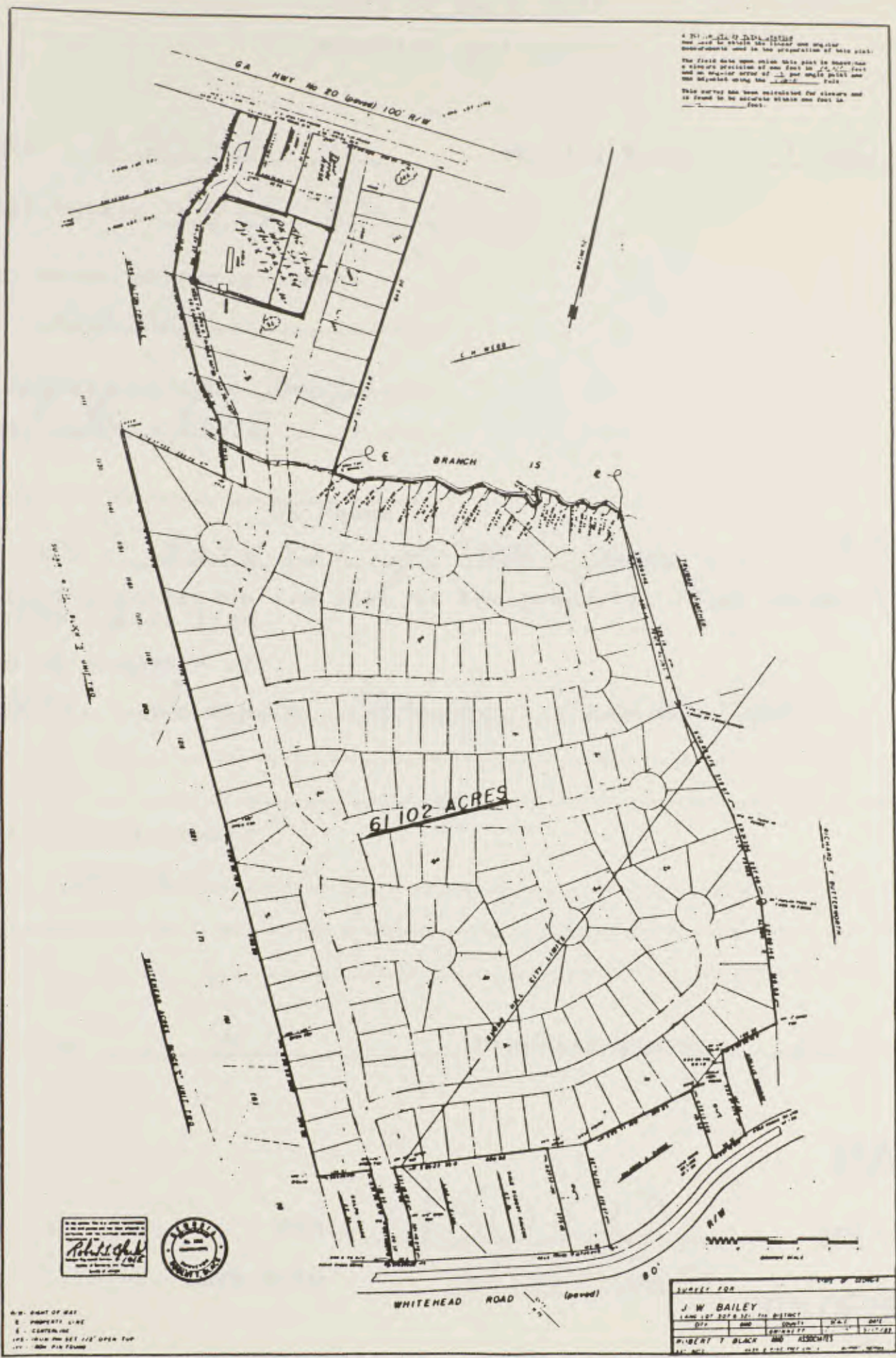
From: Ken Crowe Director Utilities & Development

Recommendation: Approval

From: Steve L. Kennedy Chief Building Inspector

Recommendation: Approval





A PLAT OF LAND...  
 The field data upon which this plat is based has a closure of one foot in 25,000 feet and a bearing error of 1.0 per mille point and was adjusted using the...  
 This survey has been calculated for closure and is found to be accurate within one foot in...



A.W. PART OF MAP  
 S - PROPERTY LINE  
 C - CENTERLINE  
 1/8" = 100' AND SET 1/2" OPEN TOP  
 1/4" = 200' P.I. FOUND

COUNTY		TOWNSHIP		RANGE	
J.W. BAILEY					
PLAT NO. 100		PAGE 1		OF 1	
ROBERT T. BLACK		SURVEYOR		DATE	

JUNE



City of Sugar Hill  
Rezoning Application

Hearing Date: 4-20-92

Hearing Time: 7:30

Date of Application 4-6-92

Information about property owner:

Name J. W. Bailey

630 Cummings Hwy  
Buford Ga 30518  
Address

HM Phone \_\_\_\_\_ WK Phone \_\_\_\_\_

Map Reference # 307 & 321 of 7th page 12 *plat & legal attached*

Attach a legal description and plat of the property. \*Plat needs to be small enough to make copies from.

Description of proposed use:

RS-100 Single Family Residential

Timetable for development:

ASAP

Existing Zoning AF Proposed Zoning RS-100

FEE \$ 150.00

DATE PAID 4-9-92

PAID

APR 10 1992

CITY OF SUGAR HILL

CK1120

JUNE



## LEGAL DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 307 of the Seventh Land District, Gwinnett County, Georgia, and being more particularly described as follows:

Beginning at the intersection of the northerly margin of 80 foot right-of-way Whitehead Road and the easterly margin of the right-of-way of Sugar Ridge Drive; thence 868.6 feet along the northerly margin of 80 foot right-of-way Whitehead Road in a easterly direction to a point; thence continuing along said right-of-way North 75 degrees 27 minutes 24 seconds East for a distance of 60.0 feet to a point; thence departing said right-of-way North 21 degrees 46 minutes 27 seconds West for a distance of 116.92 feet to a point; thence North 31 degrees 56 minutes 47 seconds West for a distance of 133.48 feet to a point; thence North 69 degrees 02 minutes 38 seconds East for a distance of 20 feet more or less to a point on the current Sugar Hill City Limits, said point being the TRUE POINT OF BEGINNING;

THENCE in a northeasterly direction along the current Sugar Hill City Limits for a distance of 1,328 feet more or less to a point;

THENCE departing the current Sugar Hill City Limits South 40 degrees 02 minutes 47 seconds East for a distance of 175 feet more or less to a point;

THENCE South 31 degrees 51 minutes 35 seconds East for a distance of 237.46 feet to a point;

THENCE South 21 degrees 03 minutes 14 seconds East for a distance of 316.63 feet to a point;

THENCE South 49 degrees 30 minutes 16 seconds West for a distance of 160.90 feet to a point;

THENCE South 22 degrees 08 minutes 34 seconds East for a distance of 59.10 feet to a point;

THENCE South 32 degrees 27 minutes 27 seconds East for a distance of 167.22 feet to a point on the northerly margin of 80 foot right-of-way Whitehead Road;

THENCE along said right-of-way South 41 degrees 18 minutes 30 seconds West for a distance of 99.92 feet to a point;

THENCE departing said right-of-way North 33 degrees 13 minutes 34 seconds West for a distance of 181.62 feet to a point;

THENCE South 49 degrees 31 minutes 14 seconds West for a distance of 309.85 feet to a point;

THENCE South 27 degrees 50 minutes 23 seconds East for a distance of 272.97 feet to a point on the northerly margin of 80 foot right-of-way Whitehead Road;

THENCE along said right-of-way South 67 degrees 26 minutes 24 seconds West for a distance of 100.00 feet to a point;

THENCE departing said right-of-way North 27 degrees 37 minutes 10 seconds West for a distance of 275.68 feet to a point;

THENCE South 69 degrees 02 minutes 38 seconds West for a distance of 381 feet more or less to a point on the current Sugar Hill City Limits, said point being the TRUE POINT OF BEGINNING.



The above described property being the same as that shown on "Survey for J.W. Bailey" by Robert T. Black and Associates, dated March 17, 1989 and revised March 10, 1992, and located inside the current city limits of Sugar Hill.

Said property contains 11.6 acres more or less.

4-14-92

The people of the one block Street  
from W. Broad St. to Hwy. 20 would like  
to slow traffic down by Adding speed  
Breakers to our ROAD ON HiMcrest Dr.

Jody Banks

Signature:

Raymond Fox  
Selma Fox  
Raymond Wallis  
Walter Kapp  
Louella J. Lucas

Steve Johnson  
George Johnson  
Jody Banks  
Carla J. Kapp





# CITY OF SUGAR HILL

---

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

## M E M O R A N D U M

TO: MAYOR & COUNCIL

FROM: CITY MANAGER

DATE: MAY 8, 1992

RE: SPEEDBREAKERS

---

The City is still gathering information for the Council on speedbreakers in other cities and legal liability.

I have contacted Mrs. Banks and informed her my recommendation to the Council would be to table this until the next Council meeting.

MEMORANDUM

DATE: MAY 1, 1992  
TO: MAYOR & COUNCIL  
FROM: CITY MANAGER  
SUBJECT: ADDITIONAL COSTS FOR ENGINEERING ON CRAIG DRIVE PROJECT

PRECISION PLANNING NEEDS TO DO ADDITIONAL WORK ON DRAINAGE EASEMENTS ON THE CRAIG DRIVE PROJECT. THE TOTAL WILL BE \$639.00 AND WILL BE PAID FROM CBDG FUNDS BUT MUST BE APPROVED BY THE MAYOR & COUNCIL.

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT ME.





**GEORGIA  
MUNICIPAL  
ASSOCIATION**

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

*Agenda*

May 6, 1992

**M E M O R A N D U M**

**TO :** Mayors, City Managers and City Clerks  
**FROM:** Tracy Stallings, President *T.S.*  
**RE :** Voting Delegate at the GMA Convention

The 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 30, 1992 beginning at 9:00 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 30th beginning at 8:00 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 19th.

Thank you.

TS/ck  
enclosure

cc: Mr. James V. Burgess, Jr., Executive Director

**OFFICERS**

**Tracy P. Stallings**  
President  
Mayor, Carrollton  
**Ed Cannington, Jr.**  
First Vice President  
Mayor, Lumpkin  
**Myrtle R. Davis**  
Second Vice President  
Councilmember, Atlanta  
**Bill McIntosh**  
Third Vice President  
Mayor, Moultrie  
**Jamie A. Neal**  
Immediate Past President  
Mayor Pro Tem, Toccoa  
**Jamie V. Burgess, Jr.**  
Executive Director

**BOARD OF DIRECTORS**

**Past Presidents:**  
**Lace Futch**, Executive Director, Southeast Georgia RDC • **Frank Sherrill**, Mayor, Social Circle • **Bill Reynolds**, Mayor, Bainbridge • **Bob Knox, Jr.**, Mayor, Thomson • **Gerald Thompson**, Mayor, Fitzgerald

**District Board:**

**Perry Lee DeLoach**, Mayor, Claxton • **W. S. "Smitty" Snell**, Mayor, Vidalia • **Henry Mathie**, Commissioner, Albany • **Leroy Rogers**, Commission Chairman, Tifton • **Ed Martin**, Mayor, Warner Robins • **Chris Joseph**, Mayor, LeGrange • **John Lawson**, Mayor, Avondale Estates • **Marty Jones**, Councilmember, Conyers • **Carolyn Long Banks**, Councilmember, Atlanta • **Sandra B. Johnson**, Councilmember, Alpharetta • **Billy M. Copeland**, Mayor, McDonough • **J. Clark Boddie**, Mayor, Palmetto • **Betty Hunter**, Councilmember, Marietta • **Eddie Weaver**, Alderman, Chatsworth • **Derward Buchan**, Mayor, Douglas • **John Knox**, Mayor, Weycross • **Bob Hamrick**, Councilmember, Gainesville • **C. Lloyd Smith**, Mayor, Ellijay • **Helen G. "Slettle"** Hudeon, Mayor, Sparte • **Lyn Hunt**, Councilmember, Madison • **Johnny Bradfield**, Mayor, McFae • **Billy Ray Godfrey**, Mayor, Cochran

**Directors At-Large:**

**Beth Sheehan**, Alderman, Savannah • **Jamie W. Buckley**, Mayor, Swainsboro • **Maynard Jeckson**, Mayor, Atlanta • **Evelyn Turner**, Councilor, Columbus • **Kelth Dixon**, Mayor, Kingsland • **Charlea DeVaney**, Mayor, Augusta • **Jimmy Rainwater**, Mayor, Valdosta

**Section Presidents:**

**Walter S. Chew, Jr.**, City Attorney, Montezuma • **Ken Hammons**, City Manager, Dublin • **Kathryn B. Martin**, City Clerk, Barnesville

**GMEBS Chairman:**

**Ed Cannington, Jr.**, Mayor, Lumpkin

JUNE



# CITY OF SUGAR HILL

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

## MEMORANDUM

TO: MAYOR & COUNCIL  
FROM: SCOTT PAYNE, ASST. WATER SUPERVISOR  
DATE: APRIL 6, 1992  
RE: WATER REPORT

---

During the month of April, water demands greatly increased causing low water pressure problems in different parts of the City. Different practices have been employed by the water department to correct these problems (opening additional feeder valves). These practices have been very positive in boosting water pressure and volume and should keep Sugar Hill's water customers in adequate water and pressure during peak demand times.

JUNE





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

MEMORANDUM

TO: MAYOR & COUNCIL  
FROM: WADE QUEEN, DIRECTOR OF GOLF  
DATE: MAY 5, 1992  
RE: GOLF COURSE VEHICLE

THE FOLLOWING ARE THE THREE LOWEST BIDS AND DELIVERY DATES:

<u>DEALERSHIP</u>	<u>BID</u>	<u>DELIVERY DATE</u>
CHAMPION GMC	\$9,128.00	6 WEEKS
HUB FORD	\$9,886.00	4 - 6 WEEKS
AKINS FORD	\$10,107.42	IN STOCK

JUNE

File Number \_\_\_\_\_

CK 4229  
PAID



APR - 7 1992

CITY OF SUGAR HILL

# CITY OF SUGAR HILL

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

## REZONING APPLICATION

Date Application Issued April 6, 1992

Applicants Name: Aaron L. Appling Address: 4145 Appling Road

Telephone # Home: 945-2472 Work: --- Sugar Hill, GA 30518

### INFORMATION ABOUT PROPERTY

Map Reference # 7-323-1A

Existing Zoning AF Proposed Zoning HM-1

Description of proposed use: Property to the East is zoned HM-1 and is the City of Sugar Hill Landfill. Property to the West is zoned HM-1 and is owned by Button Gwinnett Landfill. Zoning of proposed parcel would be consistant with contiguous properties North off the East-West land lot line. Proposed parcel is on contract to Mr. E. A. Grove, owner of Button Gwinnett Landfill. Property is earmarked for landfill and will be developed accoding to State of Georgia E.P.O. regulatons. 6.589 ACUS

Timetable for Development: Development of property may take 3-5 years and would be included in the total development package of approximately 160 acres.

(LOCATION MAPS ATTACHED)

### REZONING REQUIREMENT CHECK LIST

1) Whenever any tract of land is proposed to be changed to another zoning, the owner is encouraged to present t the Department of Planning & Development, graphic exhibits (sketch plan) for early evaluation of owners intention and coordinations with the Zoning Subdivision Ordinances (i.e., minimum lot sizes, buffers, double frontage lots, adjacent zoning). Such sketch plan should reflect intended use as accurately as possible.

2) The Department of Planning & Development requires 12 full size copies of sketch plans and one copy reduced to 8 1/2 X 11.

3) Rezoning fees are as follows:

RS100, RS150, RS175, RS200, MH .....	\$150.00
RG80 .....	\$250.00
O & I, HSB .....	\$250.00
BG.....	\$300.00
LM, HM-1, HM-2 .....	\$350.00

Meeting held at City Hall in the Mayor & Council chambers.

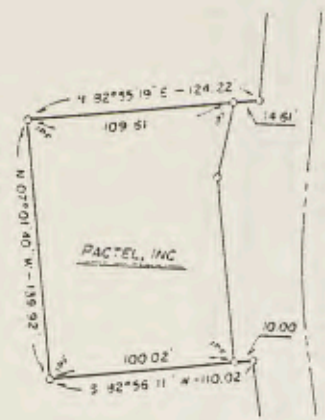
Hearing Date \_\_\_\_\_ Time \_\_\_\_\_

Fee \$ \_\_\_\_\_ Check # \_\_\_\_\_

JUNE



THE FIELD DATA FOR THIS PLAT WAS OBTAINED WITH TRANSIT & EDM AND HAS AN ANGULAR ERROR OF 24 SECONDS PER ANGLE POINT AND A CLOSURE OF 1 FOOT IN 10,022 FEET, AND WAS ADJUSTED THIS PLAT HAS A CLOSURE OF 1 FOOT IN 127,470 FEET.



— CURVE DATA —

CURVE No	RADIUS	ARC LENGTH	CHORD
1	110.00	58.54	N 14°31'41" E 57.95
2	100.00	51.98	N 29°06'27" W 51.50

- LEGEND:
- 1 P.E. = IRON PINE FOUND
  - 1 P.S. = IRON PIN SET
  - R/W = RIGHT OF WAY
>C.L. = CENTER LINE
  - C.M. = CONCRETE MONUMENT
  - L.L. = LAND LOT
  - L.L.C. = LAND LOT LINE
  - S.M.B. = GRADES AND THE RESPECT
  - B.L. = BUILDING LINE
  - P.L. = PROPERTY LINE
  - R.F.P. = TRIM OR FORMERLY OWNED BY
  - A/R/A = AUTO KNOW AS
  - C.R. = CREEK
  - P.M. = POWER POLE
  - P.L. = POWER LINE
  - T.L. = TELEPHONE LINE
  - W.L. = WATER LINE
  - S.L. = SEWER LINE



SURVEY FOR: BUTON SWINNETT LANDFILL, INC.  
 CITY OF SUGAR HILL  
 L.L. 323, 7TH DISTRICT, SWINNETT CO.  
 SCALE: 1" = 100' DATE: APRIL 1, 1992  
 THOMAS WOOD & ASSOC., 30 MAIN STREET, P.O. BOX 531, BUFORD, GA. 30508, PHONE: 943-2800



Rezoning

Farm L. Appling property

→ Aaron L. Appling

All that portion of Land Lot 323, 7th District, Gwinnett County, containing 6.589 acres according to a survey dated April 1, 1992 for ~~Barton Gwinnett Landfill, Inc.~~ by Thomas Wood, Ga. Register Land Surveyor Number 1990, and recorded in Platbook 55 Page 192 of Gwinnett County Records, and being inside the City Limits of Sugar Hill; more particularly described as follows:

Commencing at an iron pin at the Land Lot Corner common to Land Lots 305, 306, 322 and 323; thence along the Land Lot Line common to Land Lots 305 and 323 North 59 degrees 21 minutes 28 seconds East a distance of 171.40 feet to an iron pin at the true point of beginning; thence along the Land Lot Line common to Land Lots 305 and 323, North 59 degrees 21 minutes 28 seconds East a distance of 140.49 feet to an iron pin; thence North 40 degrees 42 minutes 46 seconds East a distance of 191.21 feet to an iron pin; thence North 64 degrees 15 minutes 36 seconds East a distance of 574.96 feet to an iron pin on the West-erly right-of-way of Old Appling Road ( a 30 foot right-of-way ); thence Northerly along the West-erly right-of-way of Old Appling Road the following courses and distances: North 38 degrees 08 minutes 43 seconds East a distance of 89.82 feet; 58.64 feet along the arc of a curve of radius 110 feet and chord North 14 degrees 31 minutes 41 seconds East 57.95 feet; North 09 degrees 43 minutes 14 seconds West a distance of 85.45 feet; thence leaving the right-of-way of Old Appling Road South 82 degrees 56 minutes 11 seconds West a distance of 110.02 feet to an iron pin; thence North 07 degrees 01 minutes 40 seconds West a distance of 139.92 feet to an iron pin; thence North 82 degrees 55 minutes 19 seconds East a distance of 124.22 feet to a point on the West-erly right-of-way of Old Appling Road; thence Northerly along the West-erly right-of-way of Old Appling Road the fol-lowing courses and distances: North 02 degrees 16 minutes 41 seconds East a distance of 50.40 feet; North 04 degrees 43 minutes 18 seconds West a distance of 142.74 feet; North 02 degrees 51 minutes 19 seconds West a distance of 180.80 feet; 51.88 feet along the arc of a curve of radius 100 feet and chord North 29 degrees 16 minutes 27 seconds West 51.30 feet; thence leaving the right-of-way of Old Appling Road South 32 degrees 00 minutes 00 seconds West a distance of 1457.21 feet to the iron pin at the true point of beginning.

JUNE



RECOMMENDATION FORMS

RE: Aaron L. Appling Rezoning  
Old Appling Road

---

From: Kathy Williamson City Manager

Recommendation: Approval

From: Ken Crowe Director Utilities & Development

Recommendation: Approval

From: Steve L. Kennedy Chief Building Inspector

Recommendation: Approval

JUNE



WORK SESSION  
MONDAY, JUNE 1, 1992  
11:00 A.M.

A G E N D A

A) Gwinnett Sanitation Proposal

WORK SESSION  
MONDAY, JUNE 1, 1992  
11:00 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley, City Attorney Lee Thompson, City Manager Kathy Williamson, Director of Finance Sandy Richards and Button Gwinnett Landfill, Inc. Representatives.

Work session called to order at 11:12 a.m. by Mayor Haggard.

Button Gwinnett Landfill, Inc. Proposal

City Manager Kathy Williamson states that at the last Council Meeting, approximately 6 acres were rezoned to expand the landfill and some questions came up at that time which need to be addressed. She states that representatives from Button Gwinnett Landfill, Inc. are present to address those questions. Mr. Ed Driver explains how Button Gwinnett Landfill, Inc. first came to maintain the city's landfill. He then submits a "Focus & Direction" memo which lists the goals they initially had for the city landfill. Refer to list. Mr. Driver states that there are still 9 years left in the contract with the City of Sugar Hill. He states that Button Gwinnett Landfill, Inc. purchased 78 acres, which adjoins the city's landfill, from Lee Worrell which is partially within the city limits of Sugar Hill and partially within the city limits of Buford. He states that the City of Sugar Hill purchased another adjoining 30 acres off Hillcrest Drive. He states that the city officials were all aware that all this surrounding property would be utilized for future landfill expansion. Mr. Driver states that the city receives revenue from their company for the lease, rebates (tipping fees) and per ton fees. Council Member Stanley asks what the \$1 per ton fee is for. Mrs. Williamson states that it was mandated by the state and is to be utilized to help in educating the public on the city's Solid Waste Management Plan. Mr. Driver states that Button Gwinnett Landfill, Inc. has been trying for the past two years to get the city's entire 44 acres permitted for landfill use. Mr. Driver states that his company plans to also permit the other 78 acres they own for landfill expansion. Once this is completed, they can utilize the entrance on Richland Creek Road instead of the entrance on Appling Road. This would eliminate complaints that the city has had from residents regarding garbage trucks. Mr. Driver states that there is a 312 acre landfill now in the City of Buford which is currently visible to some Sugar Hill residents and is no where near full capacity. Mr. Driver states that when the city's landfill is at its peak, it probably will not be seen by many residents because of the terrain where the landfill is. Mr. Driver states that all the property in that area is most useful for landfills because of the terrain. Mr. Driver states that they are accomplishing their goals and have always had a good working relationship with the city officials and they hope to continue this relationship.

(A)



WORK SESSION  
MONDAY, JUNE 1, 1992  
MINUTES, CONT'D.  
PAGE 2

Council Member Bailey asks Mr. Driver how long the currently permitted landfill will last. Mr. Driver states that calculated at 1,000 tons per day, it should last in excess of 20 years. Mrs. Williamson states that the current and former landfill liaisons for the Council had three things that they were concerned about and they were: 1) the entrance to the landfill; 2) that the landfill would last at least 20 years; and 3) to start a recycling program. She states that all these matters have now been addressed.

Mayor Haggard states that if anyone has any questions concerning this matter, they need to be asked at this time so that this matter can be cleared up. Mayor Haggard urges the Council to work together for the citizens of the City of Sugar Hill.

Council Member Stanley asks where the city limits are at the landfill. City Attorney Lee Thompson addresses this matter. He states that the current city landfill is entirely within the city limits of Sugar Hill. He states that the arc shown on the city's zoning map is a part of the original city limits which runs in an arc so many feet from the railroad tracks. Mr. Thompson states that this was redefined through the legislature. Mr. Stanley asks if the city limits have been surveyed out there. Mr. Driver states that they have had it surveyed.

Council Member Stanley asks who is responsible for the landfill when the contract is over. Mr. Driver states that his company would be held liable for the majority but the city would also be liable as well as any person who has ever dumped garbage in that landfill. Mr. Thompson states that the contract does not have much on disclosure and this is something that needs to be reviewed. Mr. Driver states that EPD will require this to be done before plans for expansion will be approved. Council Member Stanley asks if the city has entered into a contract with Button Gwinnett Landfill, Inc. on the other 30 acres the city owns, other than the relocation of the city maintenance barn. Mrs. Williamson states no.

Council Member Stanley asks if there has been a public hearing regarding the landfill expansion because he was unaware of any landfill expansion until he read the Solid Waste Management Plan. Mr. Driver states that they are yet to come. Mr. Stanley asks how Button Gwinnett Landfill, Inc. regulates garbage coming in from only Gwinnett and Forsyth counties and how they prevent hazardous wastes from being dumped into the landfill. Mr. Driver states that they have an invoicing system which is used to restrict dumping to Gwinnett and Forsyth counties. Mr. Driver states that in regards to hazardous wastes, EPD makes inspections on such matters and they have never had a problem with this. Mr. Driver assures Mr. Stanley that his company does not wish to pay massive fines to EPD and risk being closed down all together because of negligence. Mr. Driver states that the city landfill has received higher grades on their inspections since his company has operated the landfill than when the city operated it. More discussion held on this matter.



WORK SESSION  
MONDAY, JUNE 1, 1992  
MINUTES, CONT'D.  
PAGE 3

Council Member Stanley states that he does not agree with the proposed plan submitted by Button Gwinnett Landfill, Inc. because he does not want it expanded into the backyards of Sugar Hill residents. He states that this proposal is 57 times the amount of landfill space needed for the City of Sugar Hill. Mr. Stanley states that the city's public participation on the Solid Waste Management Plan was a joke because there was only one resident who read and approved the plan. Council Member Morris states that this is irrelevant because we are discussing the 44 acres the city owns, not the Solid Waste Management Plan. Mr. Stanley states that there was 6 acres rezoned at the last meeting to expand the landfill and this was also done without notifying the public. City Manager Kathy Williamson asks the city attorney if that rezoning was done legally. Mr. Thompson states yes, to his knowledge it was done correctly. Mayor Haggard submits a letter to the city attorney from Mr. Bob Henritze regarding this matter and asks Mr. Thompson to review the letter and report on it at the Council Meeting Monday night.

City Manager Kathy Williamson asks Mr. Stanley if he is also opposed to utilizing the city's adjoining 30 acres for landfill expansion. Mr. Stanley states yes, he is opposed to that. Mrs. Williamson asks Mr. Stanley when did he change his mind because he was the person who recommended that the city purchase this acreage for future landfill expansion. Mr. Stanley states that he does not deny recommending the city purchase the 30 acres but he does deny that he recommended utilizing it for future landfill expansion.

More discussion held.

Work session adjourned at 1:00 p.m.

*Judy Foster*



June 1, 1992

FOCUS & DIRECTION OF  
THE CITY OF SUGAR HILL AND  
GWINNETT SANITATION, INC.  
PARTNERSHIP FROM  
INCEPTION TO PRESENT

- 1). To maximize the POTENTIAL and REVENUES of an asset owned by the City of Sugar Hill to benefit both the citizens of the City of Sugar Hill and the company, Gwinnett Sanitation, Inc.
- 2). To attempt to keep costs of waste disposal relatively stable for the citizens of the City of Sugar Hill.
- 3). Accomplish the first two above, while still maintaining a long life for the asset which accomplishes this goal.
- 4). To accomplish items: 1, 2 & 3 above, with the least impact to the citizens of the City of Sugar Hill.



ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

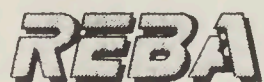
AREA 1 - LIFTS 1-4

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	149,000 SF	\$ 0.15	\$ 22,350.00
2. HDPE LINER	149,000 SF	0.65	96,850.00
3. PROTECTIVE COVER	11,000 CY	16.00	176,000.00
4. FINE GRADE EXIST COVER	64,500 SF	0.15	9,675.00
5. MIX BENTONITE W/SOIL	65 TON	450.00	29,250.00
6. PROTECTIVE COVER	2,400 CY	16.00	38,400.00
7. LEACHATE DRAIN	750 LF	12.00	9,000.00
8. 18" CMP SLOPE DRAINS	240 LF	18.00	4,320.00
9. TEMPORARY 3" FORCE MAIN	1,050 LF	5.00	5,250.00
10. TEMPORARY PUMP STATION & TANK	LS	LS	4,500.00
11. RIP RAP FOR CHECK DAMS & SLOPE DRAINS	50 TON	30.00	1,500.00
12. CHAIN LINK FENCE	1,750 LF	10.87	19,022.50
13. FARM FIELD FENCE	5,350 LF	5.91	31,619.50
14. COVER MATERIAL	26,000 CY	4.57	118,820.00
15. SEEDING	6 AC	1,650.00	<u>9,900.00</u>

TOTAL ESTIMATED COST \$ 576,456.00

VOLUME OF WASTE 97,000 CY





ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 2 - LIFTS 1-7

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	304,000 SF	\$ 0.15	\$ 45,600.00
2. HDPE LINER	304,000 SF	0.65	197,600.00
3. PROTECTIVE COVER	22,500 CY	16.00	360,000.00
4. LEACHATE DRAIN - PERFORATED	1,150 LF	12.00	13,800.00
SOLID	650 LF	10.00	6,500.00
5. LEACHATE MANHOLE	1 EA	950.00	950.00
6. 18" CMP SLOPE DRAINS	250 LF	18.00	4,500.00
7. FILL OF CREEK BED & STORM SEWER	90,000 CY	4.57	411,300.00
8. 60" RCP STORM DRAIN	1,150 LF	90.50	104,075.00
9. 48" CMP STORM DRAIN	80 LF	61.00	4,880.00
10. 30" RCP STORM DRAIN	1,290 LF	40.50	52,245.00
11. 24" RCP STORM DRAIN	220 LF	27.00	5,940.00
12. 24" CMP STORM DRAIN	510 LF	24.00	12,240.00
13. 8" PVC SS IN 14" STEEL CASING	1,360 LF	32.00	43,520.00
14. 8" DIP LEACHATE DRAIN	160 LF	23.00	3,680.00
15. 6" FRENCH DRAIN	200 LF	6.80	1,360.00
16. 8" FRENCH DRAIN	300 LF	7.50	2,250.00
17. 8" DIP FRENCH DRAIN	80 LF	23.00	1,840.00
18. DROP INLETS (40 VF TOTAL)	9 EA	1,150.00	10,350.00
19. JUNCTION BOX (31 VF TOTAL)	3 EA	990.00	2,970.00
20. MANHOLES (57 VF TOTAL)	3 EA	2,100.00	6,300.00
21. STAND PIPE FOR TSB-2	7 VF	35.00	245.00
22. 24" PIPE HEADWALLS	3 EA	375.00	1,125.00
23. REINFORCED CONC FOR LEACHATE BASIN ETC.	750 CY	460.00	345,000.00
24. RIP RAP	900 TON	30.00	27,000.00
25. COVER MATERIAL	103,500 CY	4.57	472,995.00
26. SEEDING	7.5 AC	1,650.00	12,375.00
TOTAL ESTIMATED COST			\$2,150,640.00

VOLUME OF WASTE

389,400 CY



ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 3 - LIFTS 1-7

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	205,000 SF	\$ 0.15	\$ 30,750.00
2. HDPE LINER	205,000 SF	0.65	133,250.00
3. PROTECTIVE COVER	15,200 CY	16.00	243,200.00
4. LEACHATE DRAIN - PERFORATED	750 LF	12.00	9,000.00
SOLID	200 LF	10.00	2,000.00
5. 18" CMP SLOPE DRAIN	240 LF	18.00	4,320.00
6. 30" RCP STORM DRAIN	280 LF	40.50	11,340.00
7. RIP RAP	20 TON	30.00	600.00
8. COVER MATERIAL	89,800 CY	4.57	410,386.00
9. SEEDING	5.5 AC	1,650.00	9,075.00
TOTAL ESTIMATED COSTS			\$ 853,921.00

VOLUME OF WASTE 337,600 CY





ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 4 - LIFTS 1-7

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	224,000 SF	\$ 0.15	\$ 33,600.00
2. HDPE LINER	224,000 SF	0.65	145,600.00
3. PROTECTIVE COVER	16,600 CY	16.00	265,600.00
4. LEACHATE DRAIN - PERFORATED	650 LF	12.00	7,800.00
SOLID	400 LF	10.00	4,000.00
5. 18" CMP SLOPE DRAIN	190 LF	18.00	3,420.00
6. 30" RCP STORM DRAIN	410 LF	40.50	16,605.00
7. 30" PIPE HEADWALL	1 EA	450.00	450.00
8. RIP RAP	20 TON	30.00	600.00
9. COVER MATERIAL	103,200 CY	4.57	471,624.00
10. SEEDING	6.2 AC	1,650.00	<u>10,230.00</u>
TOTAL ESTIMATED COST			\$ 959,529.00

VOLUME OF WASTE 388,100 CY



ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 5 - LIFTS 1-7

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	265,000 SF	\$ 0.15	\$ 39,750.00
2. HDPE LINER	265,000 SF	0.65	172,250.00
3. PROTECTIVE COVER	19,600 CY	16.00	313,600.00
4. LEACHATE DRAIN - PERFORATED	1,250 LF	12.00	15,000.00
5. 18" CMP SLOPE DRAIN	750 LF	18.00	13,500.00
6. 24" RCP STORM DRAIN	430 LF	24.00	10,320.00
7. RIP RAP	80 TON	30.00	2,400.00
8. COVER MATERIAL	120,100 CY	4.57	548,857.00
9. SEEDING	7.3 AC	1,650.00	<u>12,045.00</u>

TOTAL ESTIMATED COST \$ 1,127,722.00

VOLUME OF WASTE 451,600 CY



**REBA**

ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 6 - LIFTS 1-4

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	186,000 SF	\$ 0.15	\$ 27,900.00
2. HDPE LINER	186,000 SF	0.65	120,900.00
3. PROTECTIVE COVER	13,800 CY	16.00	220,800.00
4. LEACHATE DRAIN - PERFORATED	700 LF	12.00	8,400.00
5. COVER MATERIAL	27,800 CY	4.57	127,046.00
6. SEEDING	4.3 AC	1,650.00	<u>7,095.00</u>
TOTAL ESTIMATED COST			\$ 512,141.00

VOLUME OF WASTE 104,800 CY

**REBA**

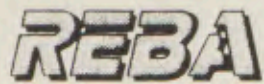
ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 1-5 - LIFTS 8 & 9

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. 18" CMP SLOPE DRAIN	550 LF	\$ 18.00	\$ 9,900.00
2. RIP RAP	24 TON	30.00	720.00
3. COVER MATERIAL	63,900 CY	4.57	292,023.00
4. SEEDING	5 AC	1,650.00	<u>8,250.00</u>
TOTAL ESTIMATED COST			\$ 310,893.00

VOLUME OF WASTE 240,200 CY





ESTIMATED DEVELOPMENT COSTS  
CITY OF SUGAR HILL/BUTTON GWINNETT LANDFILL, INC.  
APPLING ROAD MUNICIPAL SOLID WASTE LANDFILL

AREA 6 - LIFTS 5-9

ITEM	QUANTITY	UNIT PRICE	AMOUNT
1. FINE GRADE BASE	263,000 SF	\$ 0.15	\$ 39,450.00
2. MIX PENTONITE W/SOIL	250 TON	450.00	112,500.00
3. PROTECTIVE COVER	9,800 CY	16.00	156,800.00
4. COVER MATERIAL	246,800 CY	4.57	1,127,876.00
5. SEEDING	12.4 AC	1,650.00	<u>20,460.00</u>
TOTAL ESTIMATED COST			\$ 1,457,086.00

VOLUME OF WASTE 928,200 CY

# REBA

## SUMMARY

<u>AREA</u>	<u>COST</u>	<u>WASTE VOLUME</u>
AREA 1; LIFTS 1-4	\$ 576,456.00	97,000 CY
AREA 2; LIFTS 1-7	2,150,640.00	389,400 CY
AREA 3; LIFTS 1-7	853,921.00	337,600 CY
AREA 4; LIFTS 1-7	959,529.00	388,100 CY
AREA 5; LIFTS 1-7	1,127,722.00	451,600 CY
AREA 6; LIFTS 1-4	512,141.00	104,800 CY
AREA 1-5; LIFTS 8 & 9	310,893.00	240,200 CY
AREA 6; LIFTS 5-9	<u>1,457,086.00</u>	<u>928,200 CY</u>
TOTALS	\$ 7,948,388.00	2,936,900 CY

EXCLUDES DAILY OPERATING COSTS  
EXCEPT FOR COVER MATERIAL



PRE-BID MEETING  
FOR CONSTRUCTION OF SEWER TREATMENT PLANT  
TUESDAY, JUNE 2, 1992  
2:00 P.M.

M I N U T E S

Meeting convened at 2:10 p.m.

Bill Johnson and Jerry Hendrix from Piedmont, Olsen & Hensley are present to conduct the meeting.

Mr. Johnson states that this is a mandatory meeting, anyone wishing to bid on the project must attend this meeting in order to bid. Refer to list of those contractors in attendance. Mr. Johnson states that there will be an addendum to the specs on Friday. The bid date for the project will remain the same and the bid will be awarded within 30 days more than likely. Mr. Johnson states that he has had some questions regarding soil borings. Soil borings were made by the previous engineer and he has a copy of the results in his office. Mr. Johnson asks if there are any questions.

A contractor asks if there will be any major equipment pre-submittals. Mr. Johnson states no.

A contractor asks what the preliminary cost of the project is. Mr. Johnson states \$1,500,000.00.

Mr. Johnson asks that if any of the contractors finds a problem with the specs, please contact P.O.H. immediately because they do not want to have any problems on site.

Meeting adjourned at 2:18 p.m.

*Judy Foster*

MAYOR & COUNCIL MEETING  
MONDAY, JUNE 8, 1992  
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) Annexation & Rezoning Public Hearing - J.W. Bailey
- B) Solid Waste Management Plan - Public Hearing
- C) Resolution for Voter Registration by Gwinnett County
- D) Beer & Wine Sales at Golf Course
- E) Speedbumps on Hillcrest Drive
- F) Request to Apply for Rezoning - Council Member Stanley  
(6.589 Acres off Appling Road)

New Business

- A) De-annexation Request - Michael Crowe
- B) Prison Detail Contracts
- C) Requests from Property Owners in Return for Easements
- D) GIRMA Additional Liability Limit

City Manager's Report

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment



MAYOR & COUNCIL MEETING  
MONDAY, JUNE 8, 1992  
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, June 5, 1992.

In attendance: Mayor George Haggard, and Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley.

Meeting called to order at 7:30 p.m. by Mayor Haggard.

There was a silent invocation followed by the pledge to the flag led by Mayor Haggard.

Minutes

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

Several residents in attendance asked to have the meeting relocated so that everyone in attendance could hear and be heard.

Mayor Haggard states that this meeting will be held in an orderly fashion and anyone disrupting the meeting will be escorted out of the building.

Council Member Morris moves to adjourn the meeting due to the disruptive behavior of those in attendance. Motion dies for lack of second.

Council Member Stanley moves to relocate the meeting to the front steps of City Hall so everyone can gather in the parking lot. Motion dies for lack of second.

Mayor Haggard states that the meeting will continue and asks for cooperation from those in attendance.

Planning & Zoning Board

There was no Planning & Zoning Board Meeting last month. Council Member Stanley states that the letter submitted to him confirms that this meeting was canceled by the city and not by the consultant.

Appeals Board

There was no Appeals Board Meeting last month.

Recreation Board

Council Member Davis thanks those who helped with the Sugar Hill Festival and gave a special thanks to Leigh Bailey. It was a huge success.

(BA)

MAYOR & COUNCIL MEETING  
MONDAY, JUNE 8, 1992  
MINUTES, CONT'D.  
PAGE 2

Budget & Finance

Council Member Bailey states that there is a report in the Council packets showing the operational variances and this report shows a net loss for May in the amount of \$105,374.60. However, there are cash reserves to make up this difference and there is now a balance in cash reserves of \$265,649.28, which does not include investments. There is \$225,000 remaining in investment funds after a \$395,000 withdrawal for the golf course project. There are also spreadsheets in the packets showing expenses and revenues by department and their variances. Mr. Bailey states that this net loss was anticipated in the budget in the beginning of summer because of the loss in gas revenues at this time of year.

Annexation & Rezoning Public Hearing - J.W. Bailey

Ted Elliott states that they had asked the Council to table this matter last month in order for him and J.W. Bailey to discuss their financial status. Mr. Elliott states that they are ready to proceed with the project. Council Member Morris asks if there will be several different sized homes in this subdivision and if they will have two car garages. Mr. Elliott states yes to both questions. Council Member Stanley moves to approve the annexation and rezoning requests per the recommendation of the Planning & Zoning Board. Second to the motion by Council Member Morris. Council Member Everett abstains from voting. Vote unanimous.

Council Member Morris moves again to adjourn the meeting due to the disruptive behavior of those in attendance. Second to the motion by Council Member Everett. Discussion held on this matter. Council Member Stanley states that he contacted City Hall last Thursday and told them to expect a big crowd and asked them to hold the meeting at the Elementary School, however, they refused to do so. Mayor Haggard again urges those in attendance to keep in order so the meeting can continue. Council Member Morris withdraws his motion and Council Member Everett withdraws his second.

Council Member Davis moves to adjourn the meeting and reschedule it for another time and location. Mayor Haggard suggests tabling only item B and F under Old Business. Council Member Davis agrees to include this in his motion. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Bailey moves to adjourn the entire meeting due to the disruptive behavior of those in attendance. Second to the motion by Council Member Morris. Vote unanimous.

Meeting adjourned at 8:00 p.m.

*Judy Foster*



CALLED COUNCIL MEETING  
THURSDAY, JUNE 11, 1992  
11:00 A.M.

A G E N D A

- A) Executive Session with City Attorney to  
Discuss Potential or Pending Litigation.

CALLED COUNCIL MEETING  
THURSDAY, JUNE 11, 1992  
11:00 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley, City Manager Kathy Williamson, Director of Golf Wade Queen and City Attorney Lee Thompson.

Meeting called to order at 11:20 a.m. by Mayor Haggard.

Executive Session

Council Member Morris moves to enter into an Executive Session with the City Attorney for the purpose of discussing potential and pending litigation. Second to the motion by Council Member Everett. Vote unanimous.

Meeting recessed to Executive Session at 11:20 a.m.

Meeting reconvened at 12:55 p.m.

Lease Agreement for Golf Carts

City Attorney Lee Thompson states that he has reviewed the lease agreement for the golf carts and has revised it and now has a final document ready. Director of Golf Wade Queen states that it is a lease purchase plan that will cost \$61.65 per cart per month for a total of \$2925 per cart. Mr. Queen states that this company was the low bidder. Council Member Morris moves to authorize the Mayor and City Clerk to sign the lease agreement. Second to the motion by Council Member Bailey. Vote unanimous.

Executive Session

Council Member Bailey moves to enter into Executive Session again with the City Attorney for the purpose of discussing potential and pending litigation. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed to Executive Session at 1:00 p.m.

Meeting reconvened at 1:15 p.m.

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 1:15 p.m.

Judy Foster



Bid Opening for Water Reclamation Facility  
Tuesday, June 16, 1992  
2:00 p.m.

M I N U T E S

In attendance: Bill Johnson and Jerry Hendrix from Piedmont Olsen Hensley. City Manager Kathy Williamson, Director of Finance Sandy Richards, Collections Superintendent Donna Zinskie, Councilmember Steve Bailey, and Councilmember Roger Everett.

Meeting called to order at 2:01 p.m.

Bid Openings

The first bid from Cooper Construction Company was opened by the clerk. Mr. Hendrix states that the bond appeared to be in order. Mr. Johnson states base bid is for \$1,868,000.

The second bid from Southern Champion Construction was opened by the clerk. Mr. Hendrix states that the bond appeared to be in order. Mr. Johnson states base bid is for \$1,929,316.

The third bid from SQ Company, Inc. opened by the clerk. Mr. Hendrix states the bond appeared to be in order. Mr. Johnson states base bid is for \$1,800,030.

The fourth bid from Lanier Contracting Company opened by the clerk. Mr. Hendrix states that the bond appeared to be in order. Mr. Johnson states base bid is for \$1,819,443.

The fifth bid from M & H Construction Company opened by the clerk. Mr. Hendrix states that the bond appeared to be in order. Mr. Johnson states base bid is for \$1,728,500.

The sixth bid from P.F. Moon and Company opened by the clerk. Mr. Hendrix states that the bond appeared to be in order. Mr. Johnson states base bid is for \$1,845,000.

Mr. Hendrix states that there was no bid from James Covington Construction Company.

Comments

Lanier Contracting asks would there be any alternates and Mr. Johnson states that there would be.

Meeting adjourned at 2:10 p.m.

Kimberly B. Landers

## BID OPENING RECORD

Water Reclamation Facility  
City of Sugar Hill, Georgia

DATE/TIME  
Tuesday, June 16, 1992  
2:00 p.m.

Engineer:  
Piedmont Olsen Hensley

Contractor	Total Base Bid	5% Bid Bond
Cooper Construction Company Stone Mountain, GA 2:01 1)	1,868,000.	✓
James Covington Construction Company Lilburn, GA	Did NOT Bid	
Lanier Contracting Company Suwanee, GA 2:03 4)	1,819,443	✓
M&H Construction Company Tucker, GA 2:03 5)	1,728,500	✓
P.F. Moon and Company West Point, GA 2:04 6)	1,845,000	✓
Southern Champion Construction Tucker, GA 2:01 2)	1,929,316.00	✓
SQ Company, Inc. Lilburn, GA 2:02 3)	1,880,030.00	✓



BID OPENING RECORD

61587

Water Reclamation Facility  
City of Sugar Hill, Georgia

DATE/TIME  
Tuesday, June 16, 1992  
2:00 p.m.

Engineer:  
Piedmont Olsen Hensley

Contractor	Total Base Bid	5% Bid Bond
Cooper Construction Company Stone Mountain, GA	\$1,868,000.00	yes
James Covington Construction Company Lilburn, GA	none	—
Lanier Contracting Company Suwanee, GA	\$1,819,443.00	yes
M&H Construction Company Tucker, GA	\$1,728,500.00	yes
P.F. Moon and Company West Point, GA	\$1,845,000.00	yes
Southern Champion Construction Tucker, GA	\$1,929,316.00	yes
SQ Company, Inc. Lilburn, GA	\$1,830,000	yes