

CALLED COUNCIL MEETING  
MONDAY, JULY 6, 1992  
7:00 P.M.  
NORTH GWINNETT HIGH SCHOOL AUDITORIUM

A G E N D A

- A) Public Hearing for Solid Waste Management Plan
- B) Request to Apply for Rezoning - Council Member Stanley  
(6.589 Acres off Appling Road)

CALLED COUNCIL MEETING  
MONDAY, JULY 6, 1992  
7:00 P.M.

M I N U T E S

This meeting was held at the North Gwinnett High School Auditorium because of the anticipated overflow crowd.

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

Meeting called to order at 7:20 p.m. by Mayor Haggard.

Mayor Haggard leads the pledge to the flag.

Public Hearing for Solid Waste Management Plan

Attached is a listing of names and addresses of those in attendance. Mayor Haggard gives a statement on the parliamentary procedures for the public hearing and asks that everyone cooperate with these procedures. Refer to statement.

Mayor Haggard states that Section 2.51 of the City Code provides that comments by any particular individual shall be limited to 5 minutes unless otherwise established by the Mayor and Council and that the time allowed for support or opposition for any proposal shall be limited to 15 minutes unless this amount of time is increased or decreased by the Mayor with the consent of the Council. Therefore, Mayor Haggard asks if any Council Member wishes to make a motion to adjust the time allowed for each individual speaker or in the amount of time allowed in either opposition or support of the issue to be addressed in the public hearing. Council Member Morris moves to extend the time allotted for public comment to 30 minutes. Second to the motion by Council Member Bailey. Council Member Stanley rejects to the restrictive measures because he feels everyone should be given the opportunity to voice their opinions. Vote 2 for, 3 opposed - Council Members Bailey, Davis and Stanley. Motion denied.

Council Member Stanley moves to receive comments until 11:00 p.m. and written comments for 2 weeks after the public hearing. Motion dies for lack of second.

Council Member Stanley moves to receive comments in opposition and support until 11:00 p.m. Second to the motion by Council Member Bailey. Vote unanimous.

Mayor Haggard introduces Ed Driver and Pat O'Connor with Button Gwinnett Landfill, Inc. Ed Driver gives his presentation and Pat O'Connor gives a brief summary of the draft of the Solid Waste Management Plan.

Mayor Haggard introduces Carl Fromburg with the Atlanta Regional Commission. Mr. Fromburg states that he doesn't have time to go into the Solid Waste Management Act, however, he gives out his phone number and states that if anyone has any questions, they can contact him at his office.



CALLLED COUNCIL MEETING  
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MINUTES, CONT'D.  
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Mayor Haggard states that at this point, the Council will accept comments from members of the public. The City Attorney will keep time for the speakers and a speaker will be heard in opposition first and then a speaker in support of the issue. Everyone is in agreement with this procedure.

The following members of the public were opposed to the draft of the Solid Waste Management Plan:

Jim Stanley of 4481 S. Roberts Drive  
Ralph Martin of 5589 Princeton Oaks Lane  
Douglas Smith of 1432 Craig Drive  
Bryon Day of 5579 Princeton Oaks Lane  
Cliff London of 1111 Danube Trail  
Chuck Spradlin of 5635 Austin Garner Road  
Ken Ryan of 1491 Pine Creek Drive, Lawrenceville  
Patricia Barnes of Winslow Court  
Doug McAlexander of 5610 Princeton Oaks Drive  
Tracy Williams of 1177 Richland Trace  
James Stewart of 5170 Creek Lane  
Kathy Hudson of 4853 Gold Nugget Way  
Brenda Bowie of 835 Level Creek Road  
James Burke of 611 Forrest Retreat  
Camille Day of 5579 Princeton Oaks Lane  
Ed Phillips of 5162 Creek Lane  
Sheila Hines of Princeton Oaks Drive  
Thomas Jones of 1125 Riverside Trace  
Bernie Pite of Riverside Trace  
Diane Spivey of 5647 Pinedale Circle  
Robert Bowie of 835 Level Creek Road  
Emily Appling of 1226 Appling Road  
Rick January of 1282 Frontier Drive  
Larry Jackson of 1311 Craig Drive  
David Vinson of 4750 Parkview Mine Drive  
Al Farmer of 1391 Craig Drive  
Lee, Parks - Attorney for Apple Ridge M.H.P. Management

The following members of the public were in support of the draft of the Solid Waste Management Plan:

Charles Brack of 4372 White Oak Drive  
Frank Gruff of Elizabeth Heights

During the public comments, Council Member Stanley states that there is a majority of the Council who are willing to amend the Solid Waste Management Plan with the recommendations he has listed in his newsletter. Refer to newsletter. Therefore, Council Member Stanley asks if any member of the public still wants to continue the public hearing. There were a few people who wanted to continue.



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Mr. Stanley states that he does not intend to cut the hearing short, he wants everyone to have the opportunity to speak. Council Member Stanley moves to amend the agenda to hear public comments until 9:35 p.m. Motion dies for lack of second.

Council Member Davis moves to amend the agenda to hear public comments until 10:00 p.m. Second to the motion by Council Member Bailey. Vote unanimous.

After hearing public comments until 10:00 p.m., Council Member Morris moves to appoint a Solid Waste Task Force in which each Council Member and the Mayor would appoint one resident each and one member from the school board shall be appointed and one member from Button Gwinnett Landfill, Inc. Motion dies for lack of second.

Council Member Stanley moves to incorporate the 6 items, he recommended in his newsletter, into the Solid Waste Management Plan and approve it with those changes. Motion dies for lack of second.

Council Member Davis moves to amend the draft of the Solid Waste Management Plan to keep the landfill at the 44 acres only and for any plans to expand beyond the 44 acres, a task force shall be appointed and Council Member Stanley's 6 recommendations shall be incorporated into the Plan. Second to the motion by Council Member Stanley. Vote 2 for, 3 opposed - Council Members Bailey, Everett and Morris. Motion denied.

Council Member Bailey makes the following motion:

- 1) Abolish the existing Solid Waste Management Plan;
- 2) Establish a Solid Waste Task Force (SWTF) to consist of:
  - a) Appointees of the Mayor and Council (1 each)
  - b) Member of the school board
  - c) Member of the general public; ie: Gwinnett Clean & Beautiful
  - d) Council's liaison to Solid Waste whom shall be Chair and act as the facilitator.
- 3) This SWTF would create a new Solid Waste Management Plan (SWMP) draft, hold public hearings to develop same, and to report back at a later date to the entire Council its draft SWMP recommendations.
- 4) The SWTF later would be the core negotiating team to interface with the solid waste operator in contractual talks or if so deemed, to establish guidelines for a city operated landfill.
- 5) This SWTF would be charged to investigate the concerns of the public including ritual lands of native Americans, wetlands, and long term environmental impact.



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Second to the motion by Council Member Davis. Vote 4 for, 1 opposed  
- Council Member Stanley. Motion carried 4 - 1.

Request to Apply for Rezoning - Council Member Stanley

Council Member Stanley states that in May, the majority of the Council voted to rezone 6.589 acres from AF to HM-1. Mr. Stanley states that he opposed the rezoning because it was the first step in expanding the landfill. Mr. Stanley states that he has been informed by the City Attorney that the City can apply to rezone any property within the City and it still has to go before the Planning & Zoning Board and all the procedures of any rezoning request. Therefore, Council Member Stanley moves that the City apply for a rezoning request on the 6.589 acres from HM-1, back to AF zoning classification. Second to the motion by Council Member Bailey. Vote 4 for, 1 opposed - Council Member Morris. Motion carried 4 - 1.

Adjournment

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

Meeting adjourned at 10:25 p.m.

*Judy Foster*

# POINT OF VIEW



CITY OF SUGAR HILL, GEORGIA

COUNCILMAN JIM STANLEY

4481 South Roberts Drive, Sugar Hill, Georgia 30518, Ph 945-5991

*This Newsletter is dedicated to the principal that good government requires an informed public.*

Volume I, Number 3

July 1992

## THE SOLID WASTE ISSUE

Dear Folks:

It stands to reason that Sugar Hill must plan for, and provide for, disposal of our sanitary wastes. Many options are available, however, and we should carefully evaluate each option before deciding on a course of action. When I say "we", I mean all of us! Issues such as this one deserve the widest possible public involvement, the most thorough discussion of the alternatives, and the most careful definition of our goals and objectives. All of the citizens of Sugar Hill should be involved in the decision making process.

One option, still available to us, is to close down all landfill operations and to contract with others to haul away and dispose of the wastes generated in Sugar Hill. This option is currently being used by many communities, with plenty of commercial firms competing for the business.

A second option is to operate the Sugar Hill landfill using City employees and equipment. Sugar Hill did exactly that, providing its own garbage collection and landfill operations, until 1986 when the decision was made to turn both functions over to a private operator (Button Gwinnett Landfill, Inc. and Gwinnett Sanitation, Inc.). A return to this kind of operation is the only option which would let us restrict landfilling to garbage generated in Sugar Hill. Termination of the existing lease with Button Gwinnett Landfill, Inc. would be required, however, and you can bet that they would not give it up easily. In addition, real start-up costs would have to be absorbed by the City.

A third option is to continue down the road we have been heading, and allow the landfill operator to use City property combined with his own private property to develop a 160 acre regional landfill here in Sugar Hill. This option results in the lowest monthly garbage rates for Sugar Hill customers, but allows five and a half million tons of garbage from other communities to be brought to Sugar Hill for disposal. The operator can afford to give us a break on rates because of the generous profits being earned from all the others.

I am not in favor of any of the options listed above. I believe that it is appropriate for the City to provide for its own waste disposal, and to do so in a way that will

result in the lowest practical disposal rates for our citizens. I do not agree, however, that we should allow the development of a huge regional landfill in our community. I believe that, with careful controls, we can operate a reasonably sized landfill and that it will be a commercially viable operation. We can do so without adversely affecting the property owners and citizens of Sugar Hill.

Here's how:

1. Limit the size of all future landfill expansions to no more than the 44-acre total agreed to by the Mayor and Council in 1989.
2. Hold the Mayor, Council, and landfill operator to their commitment to relocate the landfill entrance to Richland Creek Road, and thereby eliminate all refuse truck traffic from Sycamore Road, Appling Road, and Hillcrest Road. Impose this requirement immediately as a precondition to any expansion of the existing landfill.
3. Require that all current State and Federal standards applicable to the design and operation of sanitary landfills be complied with fully for any further expansions and for all future operations. Current State standards require 200-foot undisturbed buffer zones instead of the old 100-foot buffers, and require that no landfilling occur within 500 feet of any occupied dwelling. We should require that the landfill expansion plans, currently under review at Georgia EPD under the old standards by using a "grandfather provision" loophole, be withdrawn and redesigned under current standards. We need, and we deserve, all the protections that the current law allows.
4. We should require as a precondition to any landfill expansion that the agreements between the City and the landfill operator be amended to provide proper protections from the operator to the City, in the form of bonds, insurance, escrow agreements, and/or closure funds, to insure that the landfill does not become a liability to the City when it is filled, closed, and turned back over to the City.
5. We should restrict landfilling operations to no more than 500 tons on any day. This provision will act to restrict the number of trucks entering and leaving the community per day and will reduce the necessary size of the uncovered active face of the landfill.
6. We should require that all remaining capacity in the landfill be reserved exclusively to serve the waste disposal needs of the City if at any time the remaining permitted capacity is less than or equal to the projected capacity required to serve the entire need of the City of Sugar Hill for the next ten years.

I think that it was a mistake to allow Button Gwinnett Landfill, Inc. to prepare the Solid Waste Management Plan for the City, and that it would be a worse mistake to approve and adopt the plan in its current form. The landfill operator is a private business, and is quite properly motivated by a desire to maximize his profits. This means he is motivated to develop the largest landfill that the law will allow, and to compete with other landfill operators to obtain as much business as possible. These goals and objectives are not compatible with the goals and objectives of the City, which I believe ought to be to protect and preserve the living environment of our community and the

property values of our citizens, while providing first class municipal services at reasonable costs.

We should approve and forward to the regulatory agencies a Solid Waste Management Plan which has been revised to incorporate the protections described above, along with any other concerns presented during an open and effective public hearing process. We should not be stampeded into hasty action by any deadlines imposed by anyone. So far, only three communities in Georgia have actually obtained approval for their Solid Waste Management Plans. I suggest that we step back and get it right before we proceed.

There are those who would have you believe that the expansion of our landfill and the preparation of our Solid Waste Management Plan are two different things. Those individuals must not be aware of the fact that the Georgia Environmental Protection Division and the Department of Community Affairs, by State law, cannot approve of any landfill expansion which is not in compliance with an approved Solid Waste Management Plan. It is therefore very important that the plan we submit states correctly our goals, our objectives, and the protections we want included.

There are those who would have you believe that we have no practical alternatives to the 160-acre landfill plan. They would have you believe that landfill design is extraordinarily complex or that landfill construction is extremely expensive. The fact is that landfill design is quite simple, and construction is affordable. The fact is that landfill operations can be extremely lucrative! When you hear that ten million dollars would have to be spent to build the landfill, or that closure costs might total two million dollars, you might see those as prohibitively expensive costs. But seen in the light of the hundreds of millions of dollars in revenues which will be generated, and recognizing that development costs are phased in over the life of the landfill, the development costs are not at all unreasonable. Remember too that if we were developing our own landfill, for our own use, it would not be sized to handle 5.6 million tons of garbage.

There are some who say we must approve this Solid Waste Management Plan as is, or else our taxes and utility bills will increase. I say that burying other people's garbage is a lousy way for Sugar Hill to make money! What the City gains in revenue is more than offset by the reduction in property values suffered by the citizens, and by the damage done to the environment. We can easily manage our City finances without "profits" from landfill operations.

In my mind, the real issues go far beyond revenues and expenses. The real issues relate to the character of the community, to the quality of life, and to safeguarding the investments we all have in our homes. The issues go far beyond whether or not your garbage bill goes up by five percent. Will quality development continue in Sugar Hill, or will we have a reputation as a dump? Will anyone want to purchase your house, and if so, at what price?

The residents of Apple Ridge and of the Hillcrest area have been told that they should not complain about the landfill, since it was there when they arrived. I suppose the same could be said to the residents of Sycamore Summit and Princeton Oaks. But I do not agree! There is an enormous difference between eight acres of landfill and 160 acres of landfill! There is an enormous difference if the landfill is allowed to encroach into the buffer areas which have existed between the landfill and the existing residential areas of the City. When people moved into the Apple Ridge and Hillcrest areas, the City owned six acres of land between them and the landfill. It was not until July 10, 1989 that the City Council agreed to, and Mayor George Haggard signed, a lease agreement with



Button Gwinnett Landfill, Inc. allowing them to use the six acre tract for landfill expansion. It was not until June of this year that the City rezoned land on the West side of Appling Road for use as a landfill. The trend is alarming, and the residents have good cause to be concerned.

What should we do? I believe that we should work to regain control of the process. We should revise the Solid Waste Management Plan to describe a more reasonable approach to satisfying our landfill needs. We should be prepared to fight this battle and many more to come, to accept setbacks without getting discouraged, to use every avenue the law provides, and to stick with it until the war is won. Whatever Solid Waste Management Plan is approved locally must be submitted to the Atlanta Regional Commission for review and approval, must then be submitted to the Department of Community Affairs for approval, and must then return to the local community for final adoption. Whatever landfill expansions are proposed must comply with the Solid Waste Management Plan finally adopted, and must be approved by Georgia EPD. Before any such expansion can be approved by EPD, the property involved will first have to be rezoned and approved locally for use as a landfill.

This issue clearly will not be won or lost on a single night with a single vote. There is room for adjustment, for accommodation, for compromise, but if none is forthcoming, I would be willing to settle for no landfill at all.

Abraham Lincoln is reported to have said:

IF WE COULD FIRST KNOW WHERE WE ARE  
AND WHENCE WE ARE TENDING  
WE COULD BETTER JUDGE WHAT TO DO  
AND HOW TO DO IT

Now you know where we are and where we are headed. Please let me know if there is any way that I can be of assistance.

Thank you for your support and encouragement.

*Jim Stanley*



FAX Transmittal  
Cover Sheet

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

750 Shreveport Blvd. 70114  
Sugar Hill, Ga. 30518  
Fax: (404) 532-0700

ATTN: \_\_\_\_\_ Dept: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Subject: \_\_\_\_\_

From: \_\_\_\_\_

Pages: Inclusion: \_\_\_\_\_

Comments:

*If you have difficulty in reception of this transmittal,  
please call (404) 932-8656 for assistance. Thank You!*

motion of July 5, 1993  
Public Hearing-SWMP

- 1) Abolish the existing solid waste management plan.
- 2) To establish a Solid Waste Task Force (SWTF) to consist of:
  - a) Appointees of the council a mayor (1) each
  - b) Member of the school board
  - c) Member of the general public; 10. Milwett Clean & Beautiful
  - d) Council's liaison to Solid Waste whom shall be chair and act as the facilitator.
- 3) This SWTF would create a new Solid Waste Management Plan (SWMP) draft, hold public hearings to develop same, and to report back at a later date to the entire Council its draft SWMP recommendations.
- 4) The SWTF later would be the body negotiating laws to interface with the solid waste operator in contractual talks or if so deemed, to establish guidelines for a city operated landfill.
- 5) This SWTF would be charged to investigate the successes of the public including ritual lands of Native Americans, Wetlands, and long term environmental impact.

NOTE: This motion was adopted at the regular Council Meeting on 7/13/93.

A. Addition of one more citizen member to be as chosen by the Milwett Woods Homeowners' Association. This addition is to ensure representation on the SWTF of the residents near road to the current landfill.

## S T A T E M E N T

This is a special meeting of the Mayor and Council of the City of Sugar Hill. This meeting has been called for the purpose of handling certain business remaining from the regular meeting of the Mayor and Council which began on June 8, 1992. That meeting was adjourned so that the meeting could be moved to a larger facility that would accommodate all of those who wished to attend the meeting and in particular the public hearing scheduled for that meeting regarding the solid waste management plan. The solid waste management plan public hearing is the first item of business on the agenda this evening. The Mayor and Council of the City of Sugar Hill are interested in obtaining public input in connection with this matter. In order to allow for the effective presentation of public opinion and to make certain that all people who participate in the public hearing are treated in a courteous manner and allowed to present their opinion without interruption, it is important that certain procedural rules relating to the conduct of public hearings be clearly stated. The following procedural rules will apply during this meeting and the Mayor and Council would appreciate all people abiding by these rules:

- (1) There will be no disruptive conduct permitted from anyone attending tonight's meeting. Such disruptive conduct would include any verbal outbursts made by any member of the public attending tonight's meeting. If this meeting is disrupted by verbal outbursts or other inappropriate actions that result in the inability to hear people participating in the public hearing on which cases it

impossible for the Mayor and Council to conduct an orderly meeting, the Mayor and Council will have no choice but to either have those persons disrupting the meeting removed from the meeting or to adjourn the meeting and reconvene at a later date.

- (2) The Code of the City of Sugar Hill has certain provisions which govern orderly public participation in meetings of the Mayor and Council. Any person desiring to speak during the public hearing portion of the meeting shall come to the podium and be recognized by the Mayor. The person should then state their name and address for the public record. The person's remarks should be addressed to the City Council as a body and should not be directed at any particular member of the Council.
- (3) The normal rules and regulations set forth in Section 2.51 of the Sugar Hill City Code provide that comments by any particular individual shall be limited to five (5) minutes unless otherwise established by the Mayor and Council and that the time allowed for support or opposition for any proposal shall be limited to fifteen (15) minutes unless this amount of time is increased or decreased by the Mayor with the consent of the Council.

Due to the large number of people who have attended the public hearing, do I hear a motion from any member of the Council that we make any adjustment in the time allowed for each individual speaker or in the amount of time allowed in either opposition or support of the issue to be addressed in the public hearing.

NOTE: I suggest that a member of the Council be prepared to make a motion increasing the time for public input. You may also wish to consider whether you wish to allow each individual to have five (5) minutes or whether you desire to reduce this time to three (3) or four (4) minutes per individual speaker. Once this motion has been made and acted upon please proceed with the following text.

All people in attendance at the meeting tonight will be expected to abide by the procedural rules which have been presented. I would appreciate the cooperation of every person in attendance to make certain that all persons participating in this public hearing are treated in a courteous and respectful manner.

Following the public hearing portion of the meeting the Mayor and Council will take up one other matter which is to be acted upon by the Mayor and Council. After this matter is discussed, motions may be made by members of the Council and after the appropriate motion and second I will call for discussion. The discussion in this portion of the meeting is limited to discussion by members of the Mayor and Council. No public participation and no public discussion is permitted during this portion of the meeting. This portion of the meeting will be open to the public and the public may observe the motions and discussion which take place between the members of the Council, however, the public may not participate in this portion of the meeting and no verbal outburst or disruptive conduct from the audience will be tolerated.

PUBLIC HEARING

The first item to be addressed this evening will be a public hearing on the Solid Waste Management Plan. I declare the public hearing open. The City of Sugar Hill is required by State law to prepare a solid waste management plan to provide for the assurance of adequate solid waste handling capability and capacity within the City of Sugar Hill for at least ten (10) years from the date of completion of the plan. Once this plan is adopted by the City of Sugar Hill, it will be forwarded to the Atlanta Regional Commission for review and determination as to whether the plan is consistent with the state solid waste management plan. Since there appears to have been some misunderstanding within the community regarding the purpose and effect of such a solid waste management plan a representative of the Atlanta Regional Commission is in attendance this evening, and I will recognize that person at this time and give them an opportunity to make any comments they desire to make prior to the presentation of a summary of the plan.

NOTE: Introduce representative from ARC (and EPD) and then following that go back to the text

Many of you in attendance at tonight's meeting may not have had an opportunity to read the entire Solid Waste Management Plan or maybe unfamiliar with the specifics of that plan. The plan was developed for the City of Sugar Hill by Gwinnett Sanitation, Inc. Gwinnett sanitation, Inc. is the company which presently provides waste collection services to the City of Sugar Hill and the company

that leases and operates the municipal landfill owned by the City of Sugar Hill. At this time I would ask Ed Driver, President of Gwinnett Sanitation, Inc. to come forward and present a summary of the Solid Waste Management Plan for the members of the Council and the public.

NOTE: Recognize Ed Driver and then following his presentation return to the text.

At this point we will accept comments from members of the public. We will allow those in opposition to the proposed plan to address the Mayor and Council first. I would remind you that in accordance with the earlier vote of the Council the time for taking comments in opposition to the plan will be limited to \_\_\_\_\_ and that individual speakers will be limited to \_\_\_\_\_. The City Attorney, Lee Thompson will keep time and will hold up a card when thirty (30) seconds of your time is remaining and will advise you when your time has expired. Once again I would ask that all of us be courteous and respectful of the speakers so that they may express their opinions to the Council. If you are here with a group or organization, you may desire to designate one of your members to come forward as a spokesperson for the entire group.

NOTE: You may desire to arrange the podium in such a manner that people may line up somewhere near the podium or sit in certain reserved areas until their time comes to address the Mayor and Council.



MAYOR & COUNCIL MEETING  
MONDAY, JULY 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) Resolution for Voter Registration by Gwinnett County
- B) Beer & Wine Sales at Golf Course
- C) Speedbumps on Hillcrest Drive
- D) Appoint Task Force for Solid Waste Management Plan
- E) Bids for Sewer Treatment Plant

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
- E) 1991 Property Tax Rebilling
- F) State Hazardous Waste Trust Fund
- G) Request for Altitude Valves
- H) Request for Alarm Monitor
- I) Consecutive Water System Contract with Gwinnett County

City Manager's Report

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

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

M I N U T E S

Notice posted at 12:00 noon on Friday, July 10, 1992.

In attendance: Mayor Pro-tem Thomas Morris and Council Members Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley.

Meeting called to order at 7:32 p.m. by Mayor Pro-tem Morris.

There was a silent invocation followed by the pledge to the flag led by Mayor Pro-tem Morris.

Mayor Pro-tem Morris states that Mayor Haggard had a death in his family over the weekend and was unable to attend the Council Meeting tonight.

Minutes

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

Planning & Zoning Board

Council Member Stanley asks the City Manager when the rezoning request by the City for the 6.589 acres will be on the agenda for the Planning & Zoning Board. City Manager Kathy Williamson states that it is on the agenda for the July 20th Planning & Zoning Meeting. Council Member Stanley states that the Planning & Zoning Board reviewed the Comprehensive Plan at their last meeting and it was decided to have 10 copies of the draft available to the public at City Hall for people to check out for a 48 hour period.

Appeals Board

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

Recreation Board

Council Member Davis reports that summer softball leagues have begun and funds from the Sugar Hill Festival were used to purchase two new swings and trash receptacles for the park.

Budget & Finance

Director of Finance Sandy Richards states that the City had a net loss of almost \$36,000 in June, however, this is not as bad as what was expected. Gas sales are down and water sales are up. The golf course opening in June created a lot of unbudgeted revenue for the City. The investment balance was exhausted in June and the funds were transferred to the operating accounts to meet construction draws. The City is now operating off cash flow and she believes there will be no problems since the golf course is generating revenues of their own now.

Agenda Amendment

Council Member Stanley moves to have citizen's comments at this time instead of at the end of the meeting. Second to the motion by Council Member Bailey. City Attorney Lee Thompson states that if the Council plans to do this at every meeting, an ordinance should be adopted to change this policy. Council Member Stanley states that his motion was only for this meeting. Vote unanimous.

Citizen's Comments

Barbara Hoover asks why copies of the Comprehensive Plan can't be sold to the public for a set fee. Council Member Bailey states that the draft of the Comprehensive Plan was completed by an independent firm, therefore, they are copyrighted materials. Ms. Hoover also asks who hired the policemen for the Solid Waste Management Plan Public Hearing and where did the money come from. City Manager Kathy Williamson states that she was told to hire the policemen by the majority of the Council. Council Member Bailey states that several Council Members, including himself, were bodily threatened and they were hired as a show of force. Mrs. Williamson states that there were 10 off duty policemen and 3 on duty policemen. The off duty policemen were paid \$17.50 per hour and this expense came out of the General Fund.

Discussion is held concerning the amount the City charges for copies. City Manager Kathy Williamson states that it is state law to charge 25¢ per copy. Council Member Stanley states that he understands the law is that 25¢ is the maximum that a municipality can charge for copies. City Attorney Lee Thompson states that Council Member Stanley is correct. Council Member Stanley moves to authorize the staff to determine the actual cost for a copy and begin charging this fee. Second to the motion by Council Member Bailey. Vote unanimous.

Gail Kelly of Diggers Way states that City Hall is only open during regular working hours and asks if it would be possible to leave copies of the Comprehensive Plan draft at the local library to be checked out. Council Member Bailey moves to authorize the staff to check with the Buford/Sugar Hill Library to see if it would be possible to do this. Second to the motion by Council Member Everett. Vote unanimous.

Alice Medved states that she just purchased a copy of the City's Zoning Ordinances for \$15.00 and asks if she can be reimbursed for the difference in cost since the price of copies may be decreased. Council Member Stanley states that this cannot be done since that was the price in effect at the time she purchased the copy.

Penny London of Danube Trail asks if the Solid Waste Task Force has been appointed yet and when will their first meeting be held. Mayor Pro-tem Morris states that it is on the agenda for tonight and it will be discussed at that time.



MAYOR & COUNCIL MEETING  
MONDAY, JULY 13, 1992  
MINUTES, CONT'D.  
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Robert Bowie of Level Creek Road asks why can't the citizens choose who will be appointed to the Solid Waste Task Force instead of the Mayor and Council. Council Member Stanley states that the City can't very well have an election for the purpose of appointing a task force because it just is not feasible. Council Member Bailey states that there will be 9 members on this task force and he doesn't know how democratically more members should be appointed. Mr. Bailey states that in all fairness, the names of the members have not yet been revealed and Mr. Bowie may feel at that time that there is a fair representation of the City.

Discussion is held on whether or not a public referendum could be held regarding the Solid Waste Management Plan. Council Member Stanley states that it would be most unusual to do this and he would not recommend it because the public referendum would require a YES or NO vote and he feels public input and comments are more specific and important.

Bill Payer of Parkview Mine Drive suggests establishing a Task Force for the Comprehensive Plan also. Council Member Stanley states that the Comprehensive Plan is near completion and since it is being done by an independent firm and costing the residents money, he would hate to see it start all over again. Mr. Stanley states that there is still plenty of time for public input on that project and he welcomes anyone interested to attend the meetings.

Discussion is held on the legality of private companies running City owned landfills and what restrictions can be placed on them.

Mayor Pro-tem Morris asks that any further comments regarding the Solid Waste Task Force be held until that agenda item is heard.

Sheila Hines of Princeton Oaks asks that her chance to comment on the issue of the Solid Waste Task Force be reserved until that agenda item is heard.

Resolution for Voter Registration by Gwinnett County

City Clerk Judy Foster states that the Council voted in May to turn the City's voter registration records over to Gwinnett County and the City Attorney has drawn up the Resolution to do so. Refer to Resolution. Council Member Stanley moves to adopt the Resolution as read. Second to the motion by Council Member Bailey. Vote unanimous.

Beer & Wine Sales at Golf Course

Council Member Stanley states that the City Attorney has provided the City with a letter of opinion regarding the sale of beer and wine at the City's golf course. The opinion letter states that the City cannot sell beer and wine at the golf course because the



MAYOR & COUNCIL MEETING  
MONDAY, JULY 13, 1992  
MINUTES, CONT'D.  
PAGE 4

City is the licensing authority and the licensing authority cannot police themselves. Mr. Stanley states that the only way this can be done is to have a franchise with a private company. Discussion is held on this matter. Council Member Stanley moves to approve the consumption of beer and wine at the golf course, so that people can bring their own, and secondly that the City accept bids for a private operator to operate a food and beverage concession at the golf course with authorization to sell beer and wine. Second to the motion by Council Member Bailey. City Manager Kathy Williamson states that one of the bond covenants with the golf course project was that the City could not hire private enterprise to make revenues from the bond money. Mr. Thompson states that the bond attorneys would have to address that. Council Member Stanley withdraws his earlier motion due to the comments just made by the City Manager. Mr. Thompson states that there may also be some City ordinances which would need to be repealed, such as the one where public drinking is not permitted. Council Member Stanley moves to authorize the consumption of beer and wine at the golf course by authorizing the City Attorney to review the City's ordinances on this matter and advise the Council as to what changes need to be made to allow beer and wine consumption at the golf course. Second to the motion by Council Member Bailey.

Public comment was heard regarding this matter. Kathy Abramson of Sycamore Summit states that there are already too many drunks on the roads and she does not want the City allowing beer and wine consumption on City property unless she can be assured that those drinking will be personally escorted out of the city limits of Sugar Hill. Ms. Abramson states that she doesn't care how much money could be generated by this because peoples lives are more valuable. Ed Phillips agrees that beer and wine should not be consumed at the golf course because it is a public place and it is not allowed at the city park so it should not be allowed at the golf course either. Al Farmer of Craig Drive states that beer and wine will be consumed on the golf course regardless of what action is taken by the Council tonight. Judy Sanders asks how can the City allow beer and wine consumption at the golf course and not at E. E. Robinson Park. Doug McAlexander of Princeton Oaks states that the City can make money by imposing fines on those who drink illegally at the golf course. Director of Golf Wade Queen states that people ask sometimes whether or not they can drink on the course but he hasn't heard anyone say that they would not play the course because it was not allowed. Gail Kelly states that she agrees people will bring beer and wine on the course regardless of whether or not it is permitted, however, if it is permitted, there will be a lot more of it. Bob Saine states that he has played golf for 40 years and most golfers are there to play golf and not to get drunk, even though they may have a beer here or there.

(A)

MAYOR & COUNCIL MEETING  
MONDAY, JULY 13, 1992  
MINUTES, CONT'D.  
PAGE 5

Council Member Davis calls for the vote. Vote 2 for, 2 opposed - Council Members Davis and Everett. Mayor Pro-tem Morris votes opposed to break the tie. Motion denied.

Speedbumps on Hillcrest Drive

City Manager Kathy Williamson states that the City received a petition dated April 14, 1992, requesting speedbumps be installed on the portion of Hillcrest Drive between Highway 20 and West Broad Street. Mrs. Williamson states that she has talked to Bob Manning with Gwinnett County D.O.T. and they are planning to install 500 experimental speedbumps throughout the county. Therefore, Mrs. Williamson is recommending the Mayor and Council approach the county about utilizing Sugar Hill for some of the experimental speedbumps. Mrs. Williamson states that any street with speed bumps has to be curbed and guttered. Council Member Everett moves to authorize the City Manager to contact Gwinnett County about the possibility of using Hillcrest Drive for an experimental project. Second to the motion by Council Member Davis. A resident recommends putting them in every subdivision and asks how can the City pay for curbs and gutters in one area and not another. Mrs. Williamson states that the City is requesting the county to fund this project. Bug Tuck discusses speed problems he is experiencing at his house on West Broad Street. Council Member Bailey calls for the vote. Vote unanimous.

Appoint Solid Waste Task Force

Mayor Pro-tem Morris asks for the appointments each Council Member has to serve on the Solid Waste Task Force and they are as follows: Council Member Bailey appoints Bill Payer of Parkview North; Council Member Davis appoints Laurie Rostin of Sycamore Summit; Council Member Stanley appoints Diane Spivey of Pinedale Circle; Mayor Haggard appoints Melinda Petruzzi of Parkview North; Council Member Everett appoints Larry Newberry of Princeton Oaks; Mayor Pro-tem Morris appoints Joan Hawthorne of S. Roberts Drive; School Board Representative Pat Mitchell; and Gwinnett Clean & Beautiful Representative Connie Wiggins. Mr. Morris states that there was no one appointed to the Task Force from the Hillcrest Woods area and he feels there should be. Council Member Stanley states that since Hillcrest Woods has their own homeowners association, they could choose who they wish to serve on the Task Force and notify the City by next Monday. Council Member Stanley states that the current landfill operators should have a voice in this matter and serve on the task force. Mr. Morris states that a representative from Button Gwinnett Landfill, Inc. was not included in Council Member Bailey's motion at the Public Hearing and he doesn't feel that it should be amended now because it was evident at that Public Hearing that the people did not want them on the Task Force. Mr. Morris states that if the Task Force wishes to talk to a representative from Button Gwinnett Landfill, Inc., he will contact them to appear before the Task Force. Council Member Stanley moves to appoint a representative from the Hillcrest Woods area which shall be chosen by their homeowners association. Second to the motion by Council Member Bailey. Vote unanimous.



CALLED COUNCIL MEETING  
WEDNESDAY, JULY 22, 1992  
2:00 P.M.

A G E N D A

- A) Gwinnett Sanitation Inc. Merger



# CITY OF SUGAR HILL

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

## MEMORANDUM

TO: Mayor and Council  
FROM: Scott Payne Assistant Water Superintendent  
RE: Altitude Valves  
DATE: June 26, 1992

~~~~~

In 1976 Altitude valves were installed underneath the water tanks to control water levels in the tanks and keep a constant water pressure throughout the cities water system. These valves were installed in backyards and have never worked properly. It is my opinion that these valves be updated to working condition in order to maintain a higher water pressure to better server the citizens of Sugar Hill.

Listed on the attached pages are cost of new altitude valves and also the cost of rebuilding existing valves.

Gwinnett Utilities 4 inch and 6 inches altitude valves

4 inch \$1525. 6 inch \$1750 = \$3275. if we install

Wickliffe Co.

Install and furnish parts and adjust  
4 inch and 6 inch \$2569.





# Gwinnett Utilities, Inc.

P.O. Box 432 / Snellville, Georgia 30278

COMPLETE LINE OF WATER AND SEWER SUPPLIES

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

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

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

DATE: 6-24

PICK TICKET ORDER FORM

QUOTATION FORM

Gwinnett Warehouse  
01 2686 Springdale Road  
 Snellville, Georgia 30278  
 (404) 972-6901  
 FAX (404) 972-7362  
 Georgia WATS 800-932-6901

Cobb Warehouse  
02 2032 Baker Road  
 Kennesaw, Georgia 30144  
 (404) 429-0502  
 FAX (404) 429-0225  
 Georgia WATS 800-942-4124

CUSTOMER: City of Sugar Hill

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

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

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

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

ORDER TYPE  Normal  Direct

SHIPPING INSTRUCTIONS: \_\_\_\_\_

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

| QUANTITY | INVENTORY # | DESCRIPTION       | UNIT COST | UNIT PRICE          |
|----------|-------------|-------------------|-----------|---------------------|
| 1        |             | 4" Altitude Valve |           | 152.5 <sup>00</sup> |
| 1        |             | 6" " " "          |           | 1756 <sup>00</sup>  |
|          |             |                   |           |                     |
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**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 \_\_\_\_\_



**THE WICKLIFFE CO., INC.**  
SALES ENGINEERS

June 24, 1992

Utilities & Development of Sugar Hill  
4988 West Broad Street  
Sugar Hill, Georgia 30518

ATTN: Scott

Re: Golden Anderson Altitude Valves

Dear Scott:

In regards to our discussion concerning the rehabilitation of your existing valves, we offer the following quotation:

To rebuild two (2) altitude valves, Model 3200-D, installed in 1976, we will provide the following parts and labor to place these valves back in service:

- 4" & 6" valve parts:
- a. (1) piston
  - b. (1) seat ring
  - c. (1) internal pilot
  - d. (1) software kit
  - e. labor to install parts and calibrate valve

Total Net Price \$2,569.00

\*Includes O&M manual and 1/2 day instruction.

Since we did not look at the inside of the valves, I am assuming the bronze liners are still in valve so before any decisions are made, you might check.

After valves are fixed, they will perform the following functions:

1. close at a preset usually 1' below overflow
2. open when water level in tank falls 12'+

We also discussed that many times your system pressure is more than the tank head. To insure turn over in your tanks, I would add a differential pilot which lets the tank level drop say 10' before the altitude valve opens to fill up. This method insures turn-over in your tanks. This would cost about \$400.00 a valve installed.

Continued On Page Two.....

3120 MEDLOCK BRIDGE ROAD, SUITE E-260, NORCROSS, GEORGIA 30071 (404) 448-1515

Utilities & Development of Sugar Hill  
Golden-Anderson Altitude Valves  
June 24, 1992  
Page Two

If I can provide anything else, please call me.

Regards,

THE WICKLIFFE CO., INC.

*Jerry Wickliffe/dk*  
Jerry R. Wickliffe

JRW/dh

# The Cal-Tec Company

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Post Office Box 28623 Atlanta, GA 30358 (404) 993-4060

June 29, 1992

Ms. Donna Zinski  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518

RE: Microtel MCS 250 dialer installation

Dear Donna:

Thank you for your request for pricing for another Microtel MCS-250 dialer.

Attached is a quotation for this project along with a data sheet on the dialer and a Cal-Tec rate sheet.

Microtel has had a price adjustment since the dialer was installed at Sugar Hill in 1990, but the dialer price does include the surge suppression module. The fiberglass enclosure needs no painting and has a better rating than the steel enclosure used earlier.

We look forward to working with you on this project. If you have a question, please feel free to give us a call.

Very truly yours,  
THE CAL-TEC COMPANY



John F. Christopher

QUOTATION

IF THIS QUOTATION RESULTS IN AN ORDER, PLEASE ADDRESS TO:

C/O The Cal-Tec Company

Post Office Box 28623 Atlanta, GA 30328 [404]993-4060

City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518

DATE June 29, 1992

QUOTE NO. 9350629

TERMS Net 30 days

F.O.B. Job site

DELIVERY

AFTER RECEIPT OF YOUR ORDER AT THE  
FACTORY OR AFTER RECEIPT OF APPROVED  
DRAWINGS, IF REQUIRED.

THIS QUOTE IS FIRM FOR 30 DAYS  
AND SUBJECT TO CHANGE BEYOND THAT TIME.

YOUR INQUIRY REFERENCE:

WE ARE PLEASED TO QUOTE AS FOLLOWS: THIS QUOTATION SUBJECT TO ALL CONDITIONS OF SALE ON REVERSE SIDE.

- |     |                                                                                                                                                                                                                                        |            |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| (1) | Microtel MCS 250/Real Voice dialer,<br>including MicroMAX surge suppression module                                                                                                                                                     | \$1,400.00 |
| (1) | Fiberglass enclosure, NEMA-4X, for Microtel<br>MCS 250/Real Voice, MicroMax surge suppressor,<br>power panel, 2 relays, and convenience outlet.<br>Includes assembly time for items mounted, wired,<br>and tested at Atlanta facility. | 860.70     |

Cal-Tec can furnish installation and calibration of this equipment.  
Installation and calibration is estimated at \$600.00, one day.  
Invoice will be at the published rate, attached.

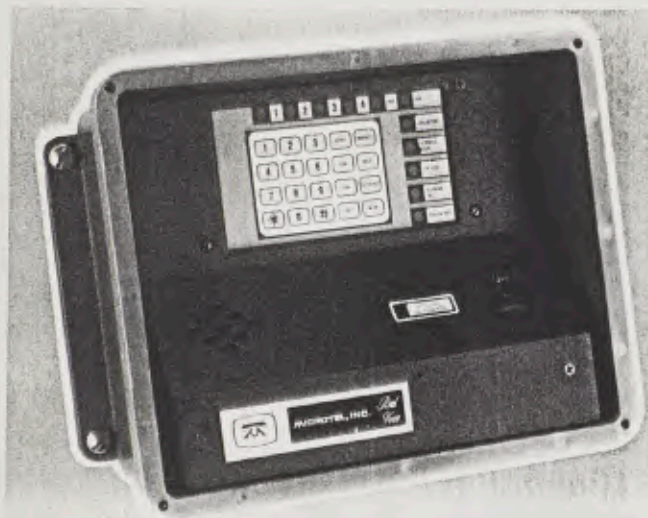
  
-----  
John F. Christopher



MICROTEL

## MICROTEL MODEL MCS 250/REAL VOICE

**THE DIALER YOU SPEAK INTO  
TO DIGITALLY RECORD YOUR OWN MESSAGE**



- **DIGITALLY RECORDED, USER ENTERED SPEECH** — Train the system to repeat your alarm messages in your own words.
- **MONITORS FOUR CONTACT FAULTS PLUS POWER FAILURE** - One system can monitor multiple faults for the entire site.
- **USES LOW COST, DIAL TELEPHONE LINES** - Consistently, the most reliable, cost effective communication method.
- **POWERFUL, EASY TO USE, COMPUTER-BASED ALARM MONITOR**

### **REAL VOICE - A NEW CONCEPT... FROM A PROVEN COMPANY**

Microtel, a leader in electronic monitoring systems has developed the ultimate in dialing alarm monitors. **You** actually tell the system what to say when it calls. Each alarm message is spoken into the system microphone, digitized and memorized. Messages can use any words - any language - and can include advisory information along with alarm status annunciation.

### **NEMA 12 ENCLOSURE.**

The MCS 250/Real Voice is housed in a NEMA rated fiberglass enclosure with stainless steel hardware and gaskets to prevent moisture and corrosive substances from damaging the system. A clear polycarbonate cover permits the viewer to readily check the front panel for alarm status and operating mode. Other NEMA styles are available on an optional basis.

### **OPEN OR CLOSED FAULT SENSING.**

The MCS 250/Real Voice permits the user to individually specify each fault channel as a normally-open or normally-

closed fault channel. The fault recognition delays are, likewise, individually programmable for each channel. Alarms such as level, pressure, flow, shutdown, temperature, intrusion, or any other alert conditions may be monitored. Combine this versatility with the system's ability to exactly describe each fault condition, and you achieve the ultimate in an alarm monitoring system.

The MCS 250/Real Voice may be programmed to dial and re-dial eight separate telephone numbers and deliver your digitized voice message advising the answering person of the location and current fault status.

### **LOWEST MONITORING COST PER CHANNEL AVAILABLE.**

The MCS 250/Real Voice is a new generation in automatic dialing alarm monitors, specifically designed for industrial equipment monitoring needs.

Aquatrol has a history of listening to the needs of users like you and responding with high quality, innovative answers, delivering microcomputer sophistication with the versatility and ease of use that you have come to expect from a company that cares about its customers.

AN AGREEMENT

This AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 1992 by and between the CITY OF \_\_\_\_\_, a municipal corporation duly chartered by the State of Georgia, and GWINNETT COUNTY, a political subdivision of the State of Georgia.

I. PURPOSE: This AGREEMENT establishes responsibilities and conditions of CONSECUTIVE SYSTEM status for the purpose of meeting requirements of the LEAD AND COPPER RULE as delineated by the Georgia Environmental Protection Division under authority of the Georgia Safe Drinking Water Act.

II. DEFINITIONS: For the purpose of this AGREEMENT, the following definitions apply:

A. ACTION LEVEL..The point at which 10% of the samples collected exceed a concentration of 0.015 mg/l Lead and 1.3 mg/l Copper;

B. "AT-RISK" SAMPLE LOCATIONS..Residences having a Lead Service Line greater than 15 feet in length, or which was constructed between 1983 and 1987 and has copper plumbing joined with lead-based solder;

C. CONSECUTIVE SYSTEM..An extension of the Gwinnett County water distribution system which is owned by a separate governmental jurisdiction which provides water distribution services only, and purchases all of its water supply from the Gwinnett County Department of Public Utilities;

D. DRINKING WATER FEE..The charge established by and paid to the Georgia Environmental Protection Division for laboratory services for the purpose of Lead and Copper analyses as required by the Lead and Copper Rule;

E. SAMPLES..Water samples collected by residents for the purpose of determining compliance with the Lead and Copper Rule.

III. CONDITIONS AND RESPONSIBILITIES:

A. The City of \_\_\_\_\_ attests to the fact that to the best of its knowledge, its water distribution system does not contain lead service lines or lead goosenecks greater than 15 feet in length;

B. The City of \_\_\_\_\_ agrees to identify any "At-Risk" sample locations and allow Gwinnett County to verify that such sample location is "At-Risk";

C. The City of \_\_\_\_\_ agrees to pay to the Georgia Environmental Protection Division the established Drinking Water Fee assessment, including the add-on Training

3

Fee, for their water system based upon number of customers served and Gwinnett County agrees to pay its Drinking Water Fee assessment;

D. Once sample locations have been identified and verified, Gwinnett County will be responsible for sample bottle distribution and pick-up, and transport of samples to the specified EPD Laboratory;

E. Gwinnett County will maintain all records of sample locations, documentation, and analytical results, and will make this data available to the Consecutive Systems;

F. Should an Action Level be reached whereby treatment optimization is necessary, Gwinnett County will assume responsibility for implementation of the remedial actions;

G. Gwinnett County will provide any necessary Public Education materials for dissemination to customers by Consecutive Systems.

H. The City of \_\_\_\_\_ hereby assumes the entire responsibility and liability for any and all for any and all claims for damages, injury, death or destruction of any person or property including, without limitation, claims for damage to personal property, real property, individuals or businesses and any claims for environmental damage or violation of any rules, regulations, ordinances or statutes arising out of any act or omission in connection with this agreement or the prosecution of the work hereunder, whether caused by the City of \_\_\_\_\_ or Gwinnett County or any of their agents, servants or employees or by any third parties. The City of \_\_\_\_\_ shall indemnify and hold harmless Gwinnett County, its agents, inspectors, servants or employees from and against any and all loss, damage or cost of any kind, including court costs or attorneys fees, as a result of any litigation or future claims arising as described in the preceding sentence, irrespective of Gwinnett County's negligence (except that Gwinnett County shall not be indemnified for its own sole negligence.)

I. It is understood and agreed that if any condition or provision contained in the Agreement is held to be invalid by any court of competent jurisdiction, such invalidity shall not affect the validity of any other such condition or provision herein contained, provided, however, that invalidity of any such condition or provision does not materially prejudice either Gwinnett County or the city of \_\_\_\_\_ in its respective rights and obligations contained in the remaining valid conditions or provisions of the Agreement.



Execution of this AGREEMENT by our signatures below establishes the conditions of CONSECUTIVE SYSTEM status between Gwinnett County and the City of \_\_\_\_\_ for the purposes of compliance with the Lead and Copper Rule as delineated by the Georgia Environmental Protection Division under authority of the Georgia Safe Drinking Water Act.

\_\_\_\_\_  
Lillian Webb, Chairman, Gwinnett County Commission

\_\_\_\_\_  
Attest: County Clerk

(SEAL)

\_\_\_\_\_  
Mayor, City of \_\_\_\_\_

\_\_\_\_\_  
Attest: City Clerk/Manager

(SEAL)

\_\_\_\_\_  
Approved As To Form: Asst. County Attorney

THOMPSON & SWEENEY, P.C.  
Law Offices

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

Longleaf Commons  
690 Longleaf Drive, Lawrenceville, GA 30245  
Telephone: 404/963-1997  
Telephone Copier: 404/822-2918

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

June 30, 1992

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

RE: Agreement Between City of Sugar Hill  
and Gwinnett County Relating to Water Testing

Dear Ken:

I have reviewed the above referenced Agreement which was forwarded to me on June 25, 1992. Upon my review of the Agreement I have two areas of concern.

The first area of concern is the definition of a "consecutive system". The definition of this term in the Agreement indicates that the municipality purchases all of its water supply from the Gwinnett County Department of Public Utilities. While I understand that this is presently your arrangement, I am aware that the City has conducted discussions in the past regarding purchasing water from other sources. If the purchase of water from other sources is probable, you may wish to consider the effect of such an action before entering into this contract.

My second area of concern is paragraph H of the Agreement. Based on my review of the Agreement it appears that the City is agreeing to pay for all fees in connection with water testing, and that Gwinnett County is agreeing to provide for pick-up and transportation of the samples, maintain records regarding the analysis of the system, provide remedial action where necessary and to provide public education materials. In return, the Agreement requires the City of Sugar Hill to assume complete responsibility and liability for any and all claims resulting from any damages from the system or as a result of any environmental damages due to violations of rules and regulations, ordinances and statutes. While the City of Sugar Hill would obviously have such liability if it conducted its own testing of its own system, it would also have


Mr. Ken Crowe  
Agreement Relating to  
Water Testing  
June 30, 1992  
Page Two

claims against the parties responsible for conducting the sampling, thus, I believe that the County should at least not ask the City to indemnify it for any damage resulting from the actions of its employees or representatives in conducting its duties under the contract. I believe that a provision in which Sugar Hill indemnifies the County for any actions by its employees or any damages from the system not resulting from County action, and a reverse provision where the County indemnifies the City for any claims due to actions of a County representative or an employee would be appropriate. Similar provisions have been approved by the County in other contractual agreements between the County and the municipality.

I hope that these comments are helpful in your analysis of this contract, and I would be glad to discuss this matter with you in further detail at your convenience.

Sincerely,

THOMPSON & SWEENEY, P.C.

  
V. Lee Thompson, Jr.

cc: Kathy Williamson ✓

VLT/br

P.S. Ken: This letter was completed prior to our telephone conversation. I received your message providing the name of the County attorney handling this Agreement. I will contact Ms. Pruett to discuss changing the indemnification language.



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

TO: MAYOR & COUNCIL  
FROM: WADE QUEEN, DIRECTOR OF GOLF  
DATE: JULY 13, 1992  
RE: REQUEST FOR ADDITIONAL RADIOS

WE CURRENTLY HAVE (5) TWO WAY RADIOS AT THE GOLF COURSE.  
WE ARE IN NEED OF (5) MORE NOW THAT THE COURSE IS OPEN. BELOW IS  
A LIST OF WHO CURRENTLY USES THE RADIOS.

WADE QUEEN - DIRECTOR OF GOLF  
LISA TERRY - SECRETARY  
JEFF HEFNER - SUPERINTENDENT  
CHARLES McLANE - IRRIGATION TECHNICIAN  
RONNIE WHITE - MECHANIC

I FEEL THAT GOOD COMMUNICATION ON THE COURSE IS ESSENTIAL, SO AS NOT TO  
SLOW DOWN PLAY.

BELOW IS A LIST OF THE PEOPLE I WOULD LIKE TO SEE CARRY A RADIO.

(1) STARTER - TO STAY IN CONTACT WITH THE PRO SHOP, HE CAN LET US KNOW IF  
THERE IS TIME AVAILABLE TO SEND MORE PLAYERS DOWN TO TEE OFF, MAKING  
SURE EVERYONE HAS PAID & THAT RULES ARE BEING FOLLOWED.

(1) GOLF PRO - FOR CONDUCTING TOURAMENTS

(1) RANGER - TO INFORM US OF GOLFERS WHO ARE SLOWING PLAY, NOT FOLLOWING  
COURSE RULES, AND CAN KEEP THE SUPERINTENDENT UP ON WHERE ALL THE PLAY  
IS, SO THAT MOWING AND OTHER MAINTENENCE CAN BE ACCOMPLISHED.

(2) RADIOS, FOR THE MAINTENANCE CREW, TO STAY IN CONTACT WITH THE  
SUPERINTENDENT, FOR DIRECTION ON WHERE WORK IS TO BE COMPLETED ON THE  
COURSE.

RADIO COSTS: \$487.00 INCL. CHARGER  
x 5 RADIOS  
TOTAL COST = \$2,435.00

# MOTOROLA

Communications and Electronics Inc.

1000 Mittel Dr., Wood Dale, IL 60191

1-800-247-2346

FAX 945-0281

PREPARED FOR:

City of Sugarhill Golf Course  
6094 Suwanee Rd.  
Sugarhill, Ga 30518

ATTN: LISA Terry

PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

PROPOSAL NO. \_\_\_\_\_

BAND \_\_\_\_\_ MHz FM \_\_\_\_\_ RADIO SERVICE \_\_\_\_\_

| QTY.                     | MODEL NO.   | EQUIPMENT DESCRIPTION              | UNIT PRICE | TOTAL PRICE |
|--------------------------|-------------|------------------------------------|------------|-------------|
| 2                        | H34GCU700-N | MT1000, 8 CHANNEL, WHF,<br>2 watts | 422        | 844         |
| 2                        | NTN4633     | Rapid Rate Charger                 | 65         | 130         |
| <b>GA STATE CONTRACT</b> |             |                                    |            |             |

### COST ANALYSIS

Payment with Order \_\_\_\_\_

Monthly Payments \_\_\_\_\_

Monthly Repeater/Site Rental \_\_\_\_\_

Monthly Maintenance Agreement \_\_\_\_\_

Frequency Coordination Fee \_\_\_\_\_

Cost per Day per Mobile Unit \_\_\_\_\_

Payments \_\_\_\_\_

Terms Accepted \_\_\_\_\_

By \_\_\_\_\_

|                                |              |
|--------------------------------|--------------|
| EQUIPMENT TOTAL                | 974          |
| EQUIPMENT INSTALLATION         | 0            |
| TRANSPORTATION                 | Allow        |
| TAXES                          | Exempt or 5% |
| <b>TOTAL SYSTEM CASH PRICE</b> | <b>974</b>   |

PRESENTED BY: BOB BRUNOT

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

Quotation Good for 14 Days

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:

Crystal Papp  
Lorna Papp  
Robert Wallis  
Walt Papp  
Louella J. Lucas

Steve Papp  
George Papp  
Robert Banks  
Carla Papp

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

July 8, 1992

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

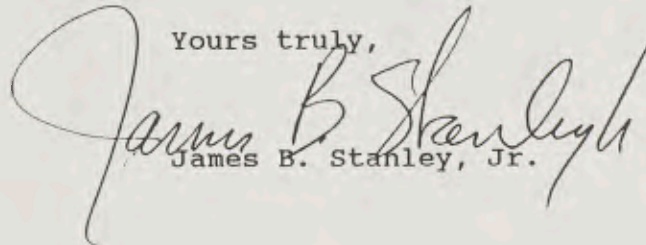
Re: Task Force Nomination  
Solid Waste Management Plan

Gentlemen:

As requested by Mayor Haggard at the Public Hearing and Council Meeting on July 6, 1992, I am pleased to submit herein my nomination of Mrs. Diane Spivey to serve on the Solid Waste Management Plan Task Force. I have discussed this nomination with Mrs. Spivey and have confirmed that she is willing to serve. Mrs. Spivey lives at 5647 Pinedale Circle and may be reached by telephone at 945-8477.

A number of other interested citizens have expressed to me their interest in being a part of the Task Force and/or planning process. Please let me know if any opportunity for additional nominations exists.

Yours truly,



James B. Stanley, Jr.

xc: Diane Spivey

MEMORANDUM

TO: Solid Waste Management Plan Task Force

FROM: Jim Stanley

DATE: 7/9/92

As you begin working on the new Solid Waste Management Plan for Sugar Hill, I hope that you will give careful consideration to the comments (C) and questions (Q) presented by the citizens of Sugar Hill in the Public Hearing held on July 6, 1992. The input received was honest, pertinent, and important. The items listed below are from my own notes taken that evening. In some cases, I have included the response I would have made (A) if responses had been allowed.

Charles Brack

Q. How will the landfill affect the environment?

A. It is hard to think of any positive effect, although we obviously must provide for solid waste disposal somewhere. Negative effects would include destruction of forests, wetlands, and natural habitat; creation of noise, dust, odor, and the possibility of ground water contamination.

Q. Who will police the landfill and control what goes in and where it comes from?

A. As a practical matter, anything that anyone puts in a garbage can or dumpster will be picked up and buried at the landfill without any questions asked. There are laws prohibiting disposal of hazardous materials by throwing them in the garbage, but there are no policemen regularly inspecting the waste stream.

Q. How much traffic would there be and how much is there now?

A. There is almost no traffic at all now because all of the permitted landfill capacity has been used up. Future traffic volume will depend on the size of the landfill. The 44 acre, 2.2 Million ton landfill would have included 60 to 100 trucks per day to dispose of a maximum of 500 tons per day for 20 years.



**MAYOR & COUNCIL MEETING  
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Public comments were heard from the following people regarding this matter: Sheila Hines, Mrs. Frank Jackson, Barbara Hoover, Ed Phillips, Gail Kelly and Robert Bowie.

Mayor Pro-tem Morris asks those Task Force appointees who are in attendance if they are willing to accept this responsibility and they all agreed to serve on the Task Force. Mr. Morris states that the first meeting of the Task Force will be held on Tuesday, July 28 at 7:00 p.m. here at City Hall. Mr. Morris feels that there is a fair representation of the City on the Task Force and each member will be asked at the first meeting to appoint an alternate for themselves if for some reason they cannot participate any longer on the Task Force.

Council Member Stanley states that he took notes during the Public Hearing on July 6 and several people had questions that were not answered. Therefore, he has typed up some responses to those questions and would like for them to be submitted to the Task Force or anyone else who is interested. Mr. Morris states that any member of the Mayor and Council can submit information to him and he will present it to the Task Force.

Council Member Davis states that the Task Force will not be paid for this service, it is strictly on a volunteer basis.

**Bids for Sewer Treatment Plant**

Bill Johnson with Piedmont Olsen and Hensley states that an alternate bid from Lanier Contracting for a \$200,000 deduction has been received for acceptance of an alternate supplier. Piedmont Olsen and Hensley has been reviewing the supplier and they will recommend in writing that this be accepted, which would make Lanier Contracting the low bid. They hope to have a written recommendation to the Mayor and Council by next Friday.

Mr. Johnson states that he has talked to the State and has resubmitted some reports to them for the SRF loan and he feels that there is a good chance that the City will receive this low interest loan. Discussion held on this matter. Mr. Johnson states that he just wanted the Mayor and Council to know what the delay was with the sewer treatment plant bids.

**Recess**

Mayor Pro-tem Morris calls for a short recess.

Meeting recessed at 9:05 p.m.

Meeting reconvened at 9:20 p.m.

Mayor Pro-tem Morris states that Council Member Davis had to leave the meeting due to an illness in his family, however, there is still a quorum present.



De-annexation Request - Michael Crowe

City Manager Kathy Williamson states that Mr. & Mrs. Michael Crowe have requested to be de-annexed out of the City of Sugar Hill because they feel their needs would be better served as a resident of Gwinnett County instead of Sugar Hill. Mrs. Williamson states that they live at 5821 Swan Walk which is in the Lakes at Riverside Subdivision. Mrs. Williamson states that the City Attorney has advised the City that the Council must pass a Resolution to de-annex this property and it must go through the state legislature. City Attorney Lee Thompson states that it is the Attorney General's opinion that de-annexation can only be done through the legislature. Discussion is held as to whether or not de-annexation of this property would create an island. It is determined that de-annexation of this property would not create an island. Council Member Stanley asks if anyone is present to address why they are in favor of de-annexation. Mrs. Crowe does not wish to comment on the matter. Council Member Stanley moves to deny the de-annexation request due to the multitude of problems it would create. Second to the motion by Council Member Bailey. Vote unanimous.

Mrs. Crowe asks where this can be appealed. Council Member Stanley states that her only course of appeal is through the court system.

Prison Detail Contracts

City Manager Kathy Williamson states that this is the renewal contracts for the prison details and the total cost for both details is \$46,000. Council Member Stanley moves to authorize the Mayor to sign these contracts. Second to the motion by Council Member Everett. Vote unanimous.

Requests from Property Owners in Return for Easements

City Manager Kathy Williamson states that the Dogwood Lakes area has made a list of requests in exchange for sewer easements. Refer to requests. Mrs. Williamson is recommending the Council approve requests 1-6 and deny requests 7 & 8. Council Member Stanley asks about request #9 which is written in. Mrs. Williamson states that this request was not on the original she received. Discussion held on this matter. Council Member Stanley moves to accept the requests of Dogwood Lakes with the exception of items 7 & 8 and if the sewer easements are not forthcoming, to authorize the City Manager to proceed with condemnation for those easements. Second to the motion by Council Member Bailey. Mr. Stanley confirms that request #9 is also an acceptable request and is included in his motion for approval. Vote unanimous.

GIRMA Additional Liability Limit

Director of Finance Sandy Richards states that she received a letter from GMA concerning the possibility of increasing our liability insurance from \$1 million to \$2 million at an additional cost of

(A)

\$7,256. Refer to letter. Mrs. Richards states that she has no recommendation on this matter. Council Member Bailey moves to deny the additional liability limit due to the strain it would cause on the City's budget. Second to the motion by Council Member Everett. Vote unanimous.

1991 Property Tax Rebilling

City Clerk Judy Foster states that she has reviewed the approved 1991 property tax digest from Gwinnett County and has found that the City will have to refund 307 residents for a total of \$6,806.04. However, the City will generate an additional \$106,650 in revenues by rebilling, unless the millage rate is decreased. Refer to memo. Mrs. Foster recommends to proceed with the rebilling. Discussion is held on this matter. Council Member Stanley moves to authorize the City to rebill the 1991 property taxes and utilize the current millage rate of 6 mils. Second to the motion by Council Member Bailey. Vote unanimous.

Council Member Stanley states that the Mayor and Council will consider rolling back the millage rate for the 1993 budget.

State Hazardous Waste Trust Fund

City Manager Kathy Williamson states that EPD has mandated that each disposer of waste must collect 50¢ per ton for a Hazardous Waste Trust Fund to be placed in escrow in case of future environmental damage. Refer to ordinance. Council Member Stanley moves to adopt the ordinance as written. Second to the motion by Council Member Bailey. Vote unanimous.

Request for Altitude Valves

Director of Utilities Ken Crowe states that altitude valves are needed on the water tanks to keep up constant water pressure. The low bid for these valves is \$2569 installed. Discussion is held on how these valves work and why they are needed. Mr. Crowe states that it would cost the City more money on overtime than it would to purchase these valves because employees have to keep going out to the tanks after hours to keep the water pressure constant. Council Member Stanley moves to approve the altitude valves purchase and installation, but hold off on the pilot valve until someone can tell him how that will work with our current piping configuration. Second to the motion by Council Member Everett. Vote unanimous.

Request for Alarm Monitor

Wastewater Supervisor Donna Zinskie states that an alarm monitor is needed for the Sycamore Summit liftstation due to the fact that it is in a place where surrounding residents cannot hear the alarm very well and the liftstation has in the past malfunctioned for several hours before it was discovered. This alarm system would automatically contact several people by phone to notify them of the malfunction. The cost of this alarm would be \$2860.70 for

the monitor and installation. This fee does not include the monthly phone bill expense. Discussion is held on how this monitor works. Council Member Bailey moves to approve this request. Second to the motion by Council Member Everett. Vote unanimous.

Consecutive Water System Contract with Gwinnett County

Director of Utilities Ken Crowe states that the county has come up with this agreement for the City to join the county in their lead and copper testing for the water system. Refer to agreement. Mr. Crowe states that the City Attorney has reviewed the agreement and has given the City an opinion letter. Refer to letter. Mr. Crowe states that the City is ready to proceed and the State wants their \$1,500 and copy of the contract. Council Member Stanley moves to authorize the Mayor and City Clerk to sign the agreement with the changes recommended by the City Attorney. Second to the motion by Council Member Bailey. Vote unanimous.

Request for Air Conditioner

City Manager Kathy Williamson is requesting two or three window units for the house behind City Hall which is being renovated for office space. Council Member Everett moves to authorize the City to obtain bids and accept the low bid for two or three air conditioner window units. Second to the motion by Council Member Bailey. Vote unanimous.

Financial Disclosure Reports

City Clerk Judy Foster asks the Council to turn in their financial disclosure reports by Friday, July 17, 1992.

Director of Golf's Report

Director of Golf Wade Queen states that the golf course has now been open for 4 weeks and during that time, it has generated \$73,835.65 in revenues. Mr. Queen states that they had not budgeted to begin receiving revenues until August of this year, so everything being made out there right now is a profit. Mr. Queen thanks the Mayor and Council and all the City employees who have supported him throughout this project.

Request for Additional Radios

Director of Golf Wade Queen states that 5 more radios are needed at the golf course to keep communication lines open. They are \$487 each for a total of \$2435. Council Member Stanley moves to purchase the 5 additional radios. Second to the motion by Council Member Bailey. Vote unanimous.

Council Member Stanley asks the Director of Golf to report back to the Council next month on the feasibility of having reduced fares after 5:00 p.m.



MAYOR & COUNCIL MEETING  
MONDAY, JULY 13, 1992  
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PAGE 10

Council Reports

Council Member Bailey states that there is an August 15, 1992 deadline for having impact fees established for sewer, gas, water and solid waste. City Manager Kathy Williamson states that we can ask for an extension on this deadline as other cities in the county have done.

Council Member Stanley states that he feels all public meetings need to be held in the Community Center from now on since it is handicapped accessible and can accommodate more people. City Manager Kathy Williamson states that she is aware of the law and she has already reserved the Community Center for future public meetings.

Adjournment

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

Meeting adjourned at 10:18 p.m.

*Judy Foster*

RESOLUTION

WHEREAS, the Mayor and Council of the City of Sugar Hill desire to provide for a voter registration system which is efficient and serves the best interest of all citizens of the City of Sugar Hill; and

WHEREAS, the Mayor and Council have determined that use of the Gwinnett County registration system and the Gwinnett County Voter Registrar is the most cost efficient and effective system of voter registration for the citizens of the City of Sugar Hill; and

WHEREAS, the City of Sugar Hill is authorized to use the County registration system by state law;

THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SUGAR HILL, THAT THE CITY OF SUGAR HILL HEREBY ELECTS TO USE THE GWINNETT COUNTY REGISTRATION SYSTEM AS ITS VOTER REGISTRATION SYSTEM AND HEREBY DIRECTS THAT THE GWINNETT COUNTY REGISTRAR SHALL CARRY OUT THE FUNCTIONS NECESSARY FOR MUNICIPAL REGISTRATION AND SHALL MAINTAIN ALL REGISTRATION CARDS AND HIS OFFICE SHALL BE DEEMED THE MAIN REGISTRATION OFFICE FOR THE CITY OF SUGAR HILL, GEORGIA, AND THAT ALL OTHER ACTIONS REQUIRED BY GEORGIA LAW SHALL BE TAKEN TO CARRY OUT THIS RESOLUTION.

IT IS SO RESOLVED this <sup>13</sup>th day of <sup>July</sup>~~June~~, 1992.

Thomas C. Morris  
Mayor Pro-tem

James B. Stanley  
Council Member

[Signature]  
Council Member

[Signature]  
Council Member

[Signature]  
Council Member

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

ATTEST:

Judy Foster  
City Clerk



THOMPSON & SWEENEY, P.C.  
Law Offices

V. LEE THOMPSON, JR.  
VICTORIA SWEENEY  
GLENN P. 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

June 5, 1992

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

Re: Sale of Beer and Wine at City's Golf Course Facility  
and Procedures Required for Authorizing the Sale of  
Liquor by the Drink within the City Limits of Sugar Hill

Dear Mayor and Members of the Council:

This law firm was requested to furnish a legal opinion to the  
City of Sugar Hill in reference to the following questions:

1. Can the City of Sugar Hill authorize the sale of  
alcoholic beverages (beer and wine only) for consumption  
on the premises at the City's Golf Course?;
  - (a) If so, what must the City of Sugar Hill do to  
authorize such sales;
  - (b) What Ordinances of the City must be amended to  
effectuate the sale of such beverages at the City's  
Golf Course.
2. To authorize the sale at the City's Golf Course should  
the City adopt a comprehensive ordinance permitting the  
sale of beer and wine by the drink, and if so, what form  
should the ordinance take.
3. Can the City itself sell beer and wine at the City's Golf  
Course?
4. What are the necessary procedures for the City to use in  
authorizing the sale of liquor by the drink?

Mayor and City Council of  
the City of Sugar Hill  
June 5, 1992  
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I will respond to the above-outlined questions in the order in which they were presented.

The first question concerned whether or not the City of Sugar Hill can presently authorize the sale of alcoholic beverages (beer and wine only) for consumption on the premises at the City's Golf Course. In determining whether or not this type of sale would be appropriate, it was necessary to review the current ordinances of the City of Sugar Hill in regard to the sale of alcoholic beverages. This review indicated that the City of Sugar Hill passed a comprehensive Malt Beverage and Wine Ordinance in 1979 which is codified in Chapter 3, of the Sugar Hill Code. This ordinance permitted the package sales of both malt beverages (beer) and wine at the retail level, but prohibited consumption of such beverages on the premises. This ordinance did not allow for pouring of either malt beverages (beer) or wine at any retail establishment and set guidelines for licensing of establishments so that 80% or more of the dealer's business must come from sources other than the sale of malt beverages (beer) or wine.

This ordinance, of course, does not authorize the sale of beer and wine at the City's Golf Course for consumption on the Golf Course property. Under state law though, the City Council may pass an ordinance permitting licensing of establishments that would like to sell malt beverages (beer) and wine for consumption on the premises.

In order for the City to authorize such a sale, the City should plan to adopt another ordinance which would allow for pouring licenses for beer and wine. It is our believe that a comprehensive ordinance would best serve the City, in that we would not have to go through each of the currently existing ordinances of the City of Sugar Hill and modify provisions which currently prohibit the consumption of alcoholic beverages in public places, public parks, etc. A comprehensive ordinance providing for the sale of beer and wine by the drink in the City of Sugar Hill would specifically set out the locations where such sales would be permitted, as well as providing for the locations upon which alcoholic beverages can be consumed. The comprehensive ordinance would, of course, contain repealing language which would insure that conflicting provisions currently contained in the City's Code



Mayor and City Council of  
the City of Sugar Hill  
June 5, 1992  
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did not affect the operating provisions of the new ordinance and would negate the need for a complicated ordinance amending certain provisions of existing ordinances.

In regard to the authorization of the sale of alcoholic beverages (beer and wine only) for consumption on the premises at the City's Golf Course, our recommendation would be that the comprehensive ordinance authorizing the sale of beer and wine by the drink within the City limits of Sugar Hill would authorize the licensing of such sales at the City's Golf Course.

In researching the statutory and case law in the State of Georgia regarding the sale of alcoholic beverages, and in specifically trying to determine whether or note the City could authorize the sale of such beverages at a City owned facility, I came across a Georgia Superior Court case, Mayor of Leesburg v. Putnman, 103 Ga. 112 (1897) which has a direct bearing on what the City can and cannot do insofar as the selling of alcoholic beverages at the City's Golf Course. The Leesburg case makes it clear that a licensing authority, in this case the City of Leesburg, could not also be a licensor, in this case the City wished to sell alcoholic beverages. The case concluded that:

"Neither the general welfare clause usually found in the Charter of towns and cities, nor the special powers, 'to license and regulate the management of barrooms, saloons, etc.' includes the power to run and operate barrooms and saloons or to otherwise embark the municipal corporation having authority to exercise such powers only, either in the business of selling liquor, or in any other commercial enterprise. The exercise of such a power, being inconsistent with the purposes for which a municipal corporations are ordinarily organized, must rest upon express legislative authority, and in the absence of such authority, such a power does not exist. The power to license saloons clearly imports that the business must be in the hands of some person other than the licensing authority. One person cannot be the licensing power and the licensee". See Leesburg at p. 114.

After discovering this case, I reviewed further Georgia case law whether or not this case, decided in 1897, was still good law. I

Mayor and City Council of  
the City of Sugar Hill  
June 5, 1992  
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could find no case which overturned the decision in Leesburg, and thus, I believe the City of Sugar Hill, as a municipal corporation, is prohibited by Georgia law, in the absence of an express legislative grant of a power to do so, from selling beer and wine at the City's Golf Course. It is clear from this case that the City must find an alternative to the City itself becoming a licensee to sell such beverages, possibly permitting another appropriately organized entity to do so.

Based upon the Leesburg case and the absence of authority to the contrary, it would be our opinion that the City of Sugar Hill could not engage in the sale of beer and wine at the City owned Golf Course.

Lastly, the City inquired as to the appropriate procedure for moving forward with deciding whether or not the City of Sugar Hill should allow the sale of distilled spirits, by the drink within the City limits of Sugar Hill. This question is specifically governed by O.C.G.A. § 3-4-92 which provides the method for a City or County to authorize the sale of distilled spirits by the drink. This provision is applicable because Gwinnett County has not authorized the sale of packaged liquor sales within the unincorporated areas of the County as of this date. In order to permit the sale of liquor by the drink within the City of Sugar Hill, a written petition containing the signatures of thirty-five percent (35%) of the registered and qualified voters of the City of Sugar Hill must be presented to the appropriate election superintendent. Upon the verification and validation of the submitted petition, the election superintendent will then be required to set the date for a special referendum election at which time the question will be put to the voters of the City of Sugar Hill as to whether or not the governing authority of the City of Sugar Hill shall be authorized to issue licenses to sell distilled spirits for beverage purposes by the drink, with such sales to be limited to consumption only on the premises. As in any referendum, if persons voting yes out number persons voting no, then the City will be permitted from that day forward, unless the decision is revoked by a referendum, to issue licenses allowing the sale of distilled spirits by the drink for consumption on the premises.

In examining the state law, I determined that one other method existed by which the City of Sugar Hill, without holding a

referendum, could authorize the sale of alcoholic beverages by the drink within the City's limits. O.C.G.A. § 3-4-160 specifically provides that if a municipality is located wholly within a County which authorizes the sale of distilled spirits by the drink due to a legally held referendum, then such City may also authorize the sale of such alcoholic beverages by the drink without the requirements of a referendum. This section, however, requires that one examine the results of Gwinnett County's referendum, which was held in 1982 in regard to the authorization of the sale of liquor by the drink. This is required because the City of Sugar Hill may avoid the referendum procedures only if a majority of the voters within the City limits of Sugar Hill voted in favor of Gwinnett County's referendum which was held in 1982. I have obtained a copy of the precinct totals for the Gwinnett referendum which was held in 1982 which passed by the slim margin of Twenty-One Thousand Nine Hundred (21,900) in favor and Twenty Thousand Two Hundred and Twenty-Two (20,222) opposed. The two (2) voting precincts incorporating portions of the City of Sugar Hill, Sugar Hill A and Sugar Hill B presented the following totals as to the referendum question:

|              |     |     |
|--------------|-----|-----|
| Sugar Hill A | Yes | 633 |
| Sugar Hill A | No  | 823 |
| Sugar Hill B | Yes | 274 |
| Sugar Hill B | No  | 463 |

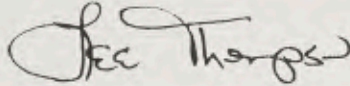
As you can see from the voting totals from the Sugar Hill A and Sugar Hill B voting precincts, a majority of the voters in these precincts rejected the Gwinnett County referendum which permitted the sale of liquor by the drink within the unincorporated areas of the County. However, when examining this issue in the past, I have concluded that these voting precincts do not adequately delineate between voters whom actually reside within the City Limits of Sugar Hill and those who reside in unincorporated areas of Gwinnett County. Thus, although the majority of the voters in those two (2) precincts rejected the County referendum, it would impossible to determine whether or not a majority of the actual residents of the City of Sugar Hill who voted in the referendum voted either in favor of or against the referendum itself. This renders O.C.G.A. § 3-4-160 inapplicable for the City in this instance, and therefore, it would our conclusion that the only way in which the City of Sugar Hill can authorize the sale of liquor by the drink would be to follow the petition procedure as outlined above.

Mayor and City Council of  
the City of Sugar Hill  
June 5, 1992  
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We will, of course, be willing to assist the City in determining alternatives as to the availability of the sale of beer and wine at the City's Golf Course and will certainly assist the City in preparing any referendum which the City may or may not call as a result of a validity presented petition.

Sincerely,

THOMPSON & SWEENEY, P.C.

A handwritten signature in cursive script, appearing to read "V. Lee Thompson, Jr.", written in dark ink.

V. Lee Thompson, Jr.  
Glenn P. Stephens

VLT/kad

cc: Kathy Williamson



# CITY OF SUGAR HILL

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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: JUNE 3, 1992  
RE: SPEEDBUMPS

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The city has been petitioned by the homeowners on the portion of Hillcrest Drive between Broad Street and Highway 20, to install speedbumps.

Gwinnett County is in the middle of proposing an ordinance for county speedbumps in residential areas. The City of Decatur does have speedbumps in residential areas, but not in front of commercial businesses.

Both entities require curb and guttering on the street where the speedbumps are installed.

The city has taken bids for curb and guttering for an existing street at \$14.07 per foot.

The staff's recommendation is for the Council to request Gwinnett County D.O.T. to do an engineering study on Hillcrest and give a recommendation to the city. This request needs to come from the Council.

STATE OF GEORGIA

COUNTY OF   GWINNETT  

THIS AGREEMENT, made and entered into this   2nd   day of   June  , 19  92  , by and between the GEORGIA DEPARTMENT OF CORRECTIONS, hereinafter called the "DEPARTMENT", and the CITY OF   SUGAR HILL  , hereinafter called the "CITY".

WHEREAS, the DEPARTMENT is desirous of obtaining work for its inmates; and,

WHEREAS, the CITY is desirous of hiring inmate work crews to assist in   ROAD WORK AND CLEAN-UP  .

NOW THEREFORE, in consideration of the premises and their mutual promises and AGREEMENTS, hereinafter set forth, the parties hereby agree as follows:

PART A

THE DEPARTMENT AGREES:

(1) To supply the CITY OF   SUGAR HILL   with   TWO   work detail(s), each detail to consist of one (1) full-time correctional supervisor, and   10   inmates.

(2) That under normal circumstances, departmental policy permitting, each work detail will work within the regular work hours and under the same conditions as the CITY'S employees. That inmate work details may be called out during inclement weather conditions or other emergency conditions, during other than normal working hours, subject to the concurrence of the DEPARTMENT.

(3) To be responsible for maintaining custody, feeding, clothing, provision of medical and hospital care for inmates, assuring discipline, and achieving productivity.

(4) To be responsible for safety and transporting (in vehicles furnished by CITY OF SUGAR HILL) of work details, to and from work sites.

#### PART B

##### THE CITY AGREES TO:

(1) Furnish all equipment and tools, safety equipment, and a vehicle for the transportation of the inmate work crews and correctional supervisors, to and from the work sites and the place of detention; insure the safe operating condition of vehicles; provide insurance on the vehicle used to transport inmates and correctional supervisors; provide maintenance of all equipment and tools, and to be responsible for damage or loss of all equipment and tools.

(2) Direct and supervise the work to be performed, but no official or employee of the CITY, shall exercise any immediate control, direction, or supervision over any inmate; but, the sole responsibility of directing, controlling and supervising of said inmates, shall be that of the DEPARTMENT and its officials, correctional supervisors, and employees. Directions as to work to be performed shall be communicated to the correctional supervisor having immediate custody and supervision of the inmates, and said correctional supervisor shall direct inmates accordingly.

(3) Pay the DEPARTMENT for only a portion of the additional cost actually incurred for the security personnel required to provide the CITY with inmate work details. Such cost shall include: full-time salaries with normal fringe benefits (plus overtime benefits) provided to other DEPARTMENT personnel of similar rank, and function. This rate of pay shall be based on the pay scale of a Correctional Officer II, with uniforms, equipment, and training. However, for the purposes of this AGREEMENT, the CITY shall pay the DEPARTMENT \$46,000.00. This cost may change annually as salary increases are approved by the Georgia General Assembly.

(4) Comply with any and all special conditions as listed on page 6, of this AGREEMENT.

THE DEPARTMENT shall prepare and submit to the CITY on a monthly basis, invoices reflecting the number of work details provided, and the actual cost of the correctional supervisor(s) having supervised the crew(s) providing services for the CITY during the previous month. This invoice shall be itemized, reflecting the cost incurred for each supervisor. Invoices shall be presented to the CITY for payment, within 30 days following receipt of the monthly invoice from the DEPARTMENT. Should payment not be received within 30 days following the CITY'S receipt of invoice, the DEPARTMENT shall have the option of declaring this AGREEMENT null and void.



TERMINATION

Either party may terminate this AGREEMENT with a sixty (60) day advanced written notice, indicating intent to cancel the AGREEMENT. Such written notice shall be sent to the DEPARTMENT at the following address: Georgia Department of Corrections, 2 Martin Luther King, Jr. Drive, S. E., Room 756, East Tower, Atlanta, Georgia 30334; or should the DEPARTMENT elect to terminate, written notice to the CITY, at the following address:

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

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The DEPARTMENT, may at its discretion, terminate the AGREEMENT for cause, as described in the above paragraph.

This AGREEMENT shall become affective on JULY 1, 1992  
and shall terminate on June 30, 1993.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be  
signed as of the day and year above mentioned.

NOTARY: \_\_\_\_\_

\_\_\_\_\_  
BOBBY K. WHITWORTH, COMMISSIONER  
GEORGIA DEPARTMENT OF CORRECTIONS

NOTARY \_\_\_\_\_

\_\_\_\_\_  
MAYOR  
CITY OF SUGAR HILL

CONTRACTUAL AGREEMENT BETWEEN THE GEORGIA DEPARTMENT OF CORRECTIONS  
AND, CITY OF SUGAR HILL

SPECIAL CONDITIONS

1. The CITY (will) (~~will not~~) provide a mobile radio for each transportation vehicle. The mobile radio(s) will be operated by the DEPARTMENT'S security personnel, and will be used to maintain contact with all law enforcement agencies. The DEPARTMENT may determine minimum specifications or requirements for the mobile radio(s).
2. The DEPARTMENT will not provide the CITY with a work detail on official State Holidays.
3. State law prohibits the Department of Corrections from transporting inmates in a "School Bus Yellow" vehicle. Therefore, vehicle cannot be "yellow".



## **CITY OF SUGAR HILL**

---

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

### MEMORANDUM

**TO: MAYOR & COUNCIL**  
**FROM: CITY MANAGER**  
**DATE: JUNE 3, 1992**  
**RE: REQUEST FROM PROPERTY OWNERS FOR EASEMENTS**

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Attached is a copy of an agreement presented by the Dogwood Lakes homeowners.

I have no problem with the first six items, but my recommendation is that the city denies numbers seven and eight.

The interceptor line is running through the middle of Dogwood Lake.

We the undersigned, being joint owners of "Dogwood Lake Ltd.", request the following stipulations be added to the Easement Agreement with the City of Sugar Hill, GA. (Map & Parcel 7-338-25)

1. During construction of sewage line, contractor will provide the following: (a) Uninterrupted ingress and egress to homes of 634 and 654 Riverside Road. (b) Uninterrupted service of underground power, including water, telephone or any electric utilities to 634, 654 and 684 Riverside Road.
2. Leave all property and surrounding area in as good or better condition and appearance as before construction began. Also, this would apply to any future repairs to the sewage line.
3. Restock the pond with Bass, Brim and Catfish to its former condition. If in the future this pond is drained for repair to the said sewage line, the pond will be restocked at the expense of the City of Sugar Hill, GA.
4. The City of Sugar Hill will periodically test the water to insure no leakage in sewage line.
5. Insure installation of sewer line through dam will not effect the overall strength of the dam.
6. Contractor will construct an island approximately 20' x 20' retained by railroad ties or comparable construction in the pond and projecting above ground level for testing and maintenance of sewage line.
7. The four owners of "Dogwood Lake Ltd." will be provided an outlet to tie in their homes to the City of Sugar Hill's sewer line and will be allowed this tie in at no expense to the home owner.
8. As compensation for the loss of recreational privileges at Dogwood Lake, the four owners are to be provided lifetime complimentary green fees to the Sugar Hill Golf Course, for themselves and overnight guests.

To Dogwood Lake Ltd. have a 1/2 day green fee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

*[Handwritten signature]*



# CITY OF SUGAR HILL

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

## MEMORANDUM

TO: MAYOR AND COUNCIL  
FROM: SANDY RICHARDS  
DATE: JULY 13, 1992  
RE: ADDITIONAL LIABILITY LIMITS

---

Attached is a copy of the letter from G.M.A regarding additional liability limits that are now available through Georgia Interlocal Risk Management Agency. As you may recall, G.I.R.M.A recently increased our liability costs to \$ 66,652 at the beginning of May for the 1992-93 fiscal year. As stated in this letter, it is my understanding that our liability limits can be increased to \$2,000,000 from \$1,000,000 at a cost increase of \$7,256. (\$73,908.00 total).

Should the council vote to increase our liability limits at a cost increase of \$7,256, our budget would need to be amended.

If you have any question, please ask.



**GEORGIA  
MUNICIPAL  
ASSOCIATION**

**Risk Management and Employee Benefit Services**

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

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

June 25, 1992

**TO:** Georgia Interlocal Risk Management Agency Members  
City of Sugar Hill

**FROM:** Calvert Wray, Director of Risk Management and  
Employee Benefit Services

**RE:** Additional Liability Limits

I am pleased to report to you that the Georgia Interlocal Risk Management Agency (GIRMA) is now able to offer to interested members an additional \$1 million limit for general liability, auto liability, public officials and law enforcement liability lines of coverage. The additional \$1 million liability limit brings the total liability limit available to GIRMA members to \$2 million.

We did not receive your response to an earlier survey of the GIRMA membership to determine the level of interest in the additional \$1 million limit of liability coverage. If you are interested in purchasing an additional \$1 million limit of liability coverage, your cost will be \$ 7,256 (the pro-rata portion of the annual cost of \$ 8,711.) for the period 7/1/92 to 5/1/92. I am enclosing the necessary document for you to complete and return to us if you are interested.

The effective date of this increase in coverage will be July 1, 1992. To effect coverage, please complete the enclosed form by July 15, 1992 and return it to:

George R. Van Leuven, Jr.  
Manager Risk Management Services  
Georgia Municipal Association  
201 Pryor Street, SW  
Atlanta, GA 30303

Upon receipt of the attached, you will be issued a coverage endorsement and invoice for the contribution which will be due by August 15, 1992.

Please contact me directly if you have any questions.

**OFFICERS**

**Ed Cennington, Jr.**  
Chairman  
Mayor, Lumpkin  
**Luther Conyers, Jr.**  
Vice Chairman  
Mayor Pro Tem  
Bainbridge  
**James V. Burgess, Jr.**  
Secretary-Treasurer  
GMA Executive Director

**TRUSTEES**

**P. A. 'Pete' Brodie**  
City Administrator  
Augusta  
**Johnson W. Brown**  
Mayor  
Chamblee  
**James W. Buckley**  
Mayor  
Swainsboro  
**James A. Calvin**  
City Manager  
Toccoa  
**Sonye Ceter**  
City Administrator  
Union City  
**Jerry Cutler**  
Councilmember  
Roswell  
**Willie J. Davis**  
Mayor  
Vienna  
**Dorothy Glisson**  
Mayor Pro Tem  
Sylvania  
**Ken Hammons**  
City Manager  
Dublin  
**Marthe Kennedy**  
Commissioner  
Rome  
**Bob Knox, Jr.**  
Mayor  
Thomson  
**Beln Proctor**  
City Commissioner  
Griffin  
**Emory Stephens**  
City Manager  
Dahlonega



**GEORGIA  
MUNICIPAL  
ASSOCIATION**

**Risk Management and Employee Benefit Services**

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

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

**DATE:** May 18, 1992  
**TO:** Georgia Interlocal Risk Management Agency Members  
City of Sugar Hill  
**FROM:** Calvert Wray, Director of Risk Management and  
Employee Benefit Services  
**RE:** Additional Liability Limit

The Georgia Interlocal Risk Management Agency (GIRMA) is currently exploring with its reinsurer the feasibility of offering an additional \$1 million limit for liability coverages to its membership. The additional \$1 million limit will bring the total coverage limit to \$2 million for general liability, auto liability, public officials and law enforcement liability lines of coverage. The additional limit of liability will apply to all lines of coverage and will not be offered on a monoline basis.

GIRMA is pursuing the additional limits of liability in order to help its members protect themselves against the ever escalating cost of liability lawsuits. We would strongly encourage you to consider the additional \$1 million limit of liability coverage.

To help you evaluate whether you would be interested in purchasing the additional limit of liability coverage, we have calculated the cost of this coverage to be \$ 8,711. The cost will be in addition to your current contribution for the existing \$1 million of liability you already have through GIRMA.

We would appreciate your assistance in assessing the level of interest in the additional liability coverage, by completing and returning the attached form. Please respond by May 31 so that we may communicate the GIRMA members' interest to the reinsurer as soon as possible.

**OFFICERS**

**Ed Cannington, Jr.**  
Chairman  
**Mayor Lumpkin**  
**Luther Conyers, Jr.**  
Vice Chairman  
Mayor Pro Tem  
Bainbridge  
**James V. Burgess, Jr.**  
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GMA Executive Director

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**James W. Buckley**  
Mayor  
Swainsboro  
**James A. Calvin**  
City Manager  
Toccoa  
**Sonya Carter**  
City Administrator  
Union City  
**Jerry Cutler**  
Councilmember  
Roswell  
**Wille J. Davis**  
Mayor  
Vienna  
**Dorothy Glisson**  
Mayor Pro Tem  
Sylvania  
**Ken Hemmons**  
City Manager  
Dublin  
**Martha Kennedy**  
Commissioner  
Rome  
**Bob Knox, Jr.**  
Mayor  
Thomson  
**Bain Proctor**  
City Commissioner  
Griffin  
**Emory Stephens**  
City Manager  
Dahlonega



GEORGIA INTERLOCAL RISK MANAGEMENT AGENCY

Survey Form - Additional Liability Limit

\_\_\_\_\_ Yes, we are interested in buying additional liability coverage.

\_\_\_\_\_ No, we are not interested in buying additional liability coverage.

City of Sugar Hill  
\_\_\_\_\_

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Date

Please return to George R. Van Leuven, Jr. by May 31, 1992.

Mr. George Van Leuven, Jr.  
Manager of Risk Management Services  
Georgia Municipal Association  
201 Pryor Street, SW  
Atlanta, GA 30303



# 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 CLERK  
DATE: JULY 13, 1992  
RE: RE-BILLING 1991 PROPERTY TAXES

---

After evaluating the 1991 approved tax digest from Gwinnett County, I have found that the City will collect an additional \$106,650 in property tax revenues unless the millage rate is decreased. The 40% assessment for the City went from \$47,890,480 to \$65,665,420. Therefore, property tax revenues have increased from \$287,342 to \$393,992. We have 307 residents to refund for a total of \$6,806.04.

The following is a breakdown of revenues as the millage rate is decreased per half mil:

\$393,992 - 6 Mils  
\$361,159 - 5.5 Mils  
\$328,327 - 5 Mils  
\$295,494 - 4.5 Mils  
\$262,661 - 4 Mils

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

ORDINANCE

WHEREAS, the Georgia General Assembly passed the Georgia "Hazardous Sites Response Act" which requires local government and solid waste authorities to collect fees on solid waste disposed at their landfills; and

WHEREAS, the City of Sugar Hill wishes to comply with all Federal and State of Georgia laws, rules and regulations governing the management of solid waste within the jurisdiction of the city limits;

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

Effective immediately, a surcharge of \$.50 per ton shall be collected from each disposer of waste at the solid waste disposal facility owned by the City of Sugar Hill, Georgia. The monies generated from this surcharge shall be maintained as a separate account for accounting purposes and shall be paid to the Georgia Environmental Protection Division for deposit in the state Hazardous Waste Trust Fund as required by the Georgia law referenced in the preamble to this Ordinance. The City Manager, City Clerk and City Finance Director are hereby directed and authorized to take all appropriate action to notify the appropriate parties regarding the collection of this surcharge and to establish the administrative procedures for administering this surcharge as required by state law.

IT IS SO ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

ATTEST: \_\_\_\_\_  
CITY CLERK

# Georgia Department of Natural Resources

205 Butler Street, S.E., Suite 1252, Atlanta, Georgia 30334

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

June 4, 1992

All Mayors and Councilmembers  
c/o Managers and Clerks:

During the 1992 legislative session, the Georgia General Assembly passed the Georgia "Hazardous Sites Response Act" (H.B. 1394) which requires local governments and solid waste authorities to collect fees on solid wastes disposed of at their landfills.

Beginning July 1, 1992, owners and operators of all solid waste disposal facilities are required to collect a surcharge of 50¢ per ton from each disposer of waste at their facility. This fee must also be collected on wastes generated by jurisdictions which are disposed of at facilities they own or operate. Inert waste landfills are exempt from this requirement. Surcharges collected from July 1, 1992 through December 31, 1992 are to be paid to EPD by July 1, 1993. Thereafter, surcharges collected from January 1 through December 31 of each year are payable to EPD by the following July 1. This money will be deposited by EPD into the state hazardous waste trust fund. Collection of the fees will cease when the balance of the fund reaches \$25 million and would resume whenever the balance falls below \$12.5 million.

It is important to understand that city and county governments are not the only ones who will be paying fees into the hazardous waste trust fund. Industries that generate hazardous waste will pay fees ranging from \$1 per ton to \$20 per ton, depending on what they do with their waste. That will generate an amount of money comparable to the amount that will be generated from the solid waste fees. In addition to that, all fines collected in Georgia for violations of the environmental laws or permits (whether it be air quality, water quality, hazardous waste, safe drinking water, or other laws) will also go into the trust fund.

While these fees will undoubtedly impose an additional burden on owners, operators and users of solid waste disposal facilities and hazardous waste handlers, the new law also offers some significant benefits of which you should be aware. Money from the fund will be spent by EPD to investigate and clean up hazardous waste sites; it will also be used by EPD to fund pollution prevention activities. The enclosed list shows that 116 of Georgia's counties have sites that would be potentially eligible for clean-up using the fund. Other sites will be added to this list, which will comprise the Hazardous Site Inventory that EPD is required to publish annually beginning July 1, 1994.

Many of these sites are currently being investigated by the U.S. Environmental Protection Agency (EPA). However, they may not pose a significant enough threat when

considered at the national level to warrant clean-up under the federal superfund program. In the past, if these sites didn't warrant clean-up by EPA under the federal superfund they were referred to EPD where, in most cases, lack of state resources precluded further action. All of these sites will be prioritized by EPD using the State's own prioritization system and as a result may receive a higher priority for clean-up under the new State program than they did under the Federal program.

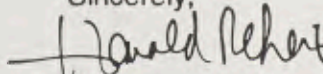
If any site on the enclosed list (or new sites identified in the future) requires a clean-up and is owned by a city or county government, that city or county government is guaranteed under the new law a minimum of \$500,000 for any clean-up that needs to be done. The trust fund will not necessarily pay 100 percent of the cost of the clean-up of the local government site or any other site, but it can go a substantial way toward the cost of clean-up. This will reduce the liabilities of local governments for their existing and future landfill sites.

We intend to put the maximum amount of monies collected in the trust fund toward clean-ups. The law provides that the fees sunset after 10 years. If it turns out that the General Assembly is satisfied that we do not need to continue the program after 10 years, the fees will cease. Hopefully, we will have cleaned up the sites that need to be cleaned up by then and will not need to keep the fee program in place.

I have issued a statewide press release informing the public that the fee system is being levied by the State and not local governments. We plan to begin adopting rules in August 1992 that will more clearly define the mechanics of the fee collection system. We will be working closely with the four local government representatives on the twelve member Hazardous Waste Trust Fund Advisory Committee as well as the Georgia Municipal Association and the Association of County Commissioners of Georgia throughout the process of adopting those rules and on other issues to ensure that the concerns of local government are addressed.

If you have any questions regarding this or other matters relating to the new law, please contact Ms. Jennifer Kaduck of the Hazardous Waste Management Branch at (404)656-7802.

Sincerely,



Harold F. Reheis  
Director

HFR/tcb  
Attachment

COUNTIES WITH SITES ON  
U.S. EPA'S SUPERFUND INVENTORY  
H.B. 1394  
Representative Porter of the 119th

| <u>County Name</u> | <u>Number of Sites<br/>In County</u> | <u>County Name</u> | <u>Number of Sites<br/>In County</u> |
|--------------------|--------------------------------------|--------------------|--------------------------------------|
| Appling            | 3                                    | Heard              | 4                                    |
| Atkinson           | 2                                    | Henry              | 4                                    |
| Baldwin            | 4                                    | Houston            | 8                                    |
| Banks              | 5                                    | Irwin              | 1                                    |
| Barrow             | 1                                    | Jackson            | 2                                    |
| Bartow             | 5                                    | Jasper             | 4                                    |
| Ben Hill           | 4                                    | Jeff Davis         | 5                                    |
| Berrien            | 10                                   | Jefferson          | 3                                    |
| Bibb               | 15                                   | Johnson            | 2                                    |
| Brooks             | 1                                    | Lamar              | 3                                    |
| Bryan              | 2                                    | Lee                | 2                                    |
| Bulloch            | 2                                    | Liberty            | 4                                    |
| Burke              | 4                                    | Long               | 1                                    |
| Camden             | 4                                    | Lowndes            | 13                                   |
| Carroll            | 10                                   | Macon              | 1                                    |
| Catoosa            | 4                                    | Marion             | 2                                    |
| Charlton           | 1                                    | McDuffie           | 3                                    |
| Chatham            | 42                                   | McIntosh           | 1                                    |
| Chattahoochee      | 1                                    | Meriwether         | 3                                    |
| Chattooga          | 1                                    | Mitchell           | 2                                    |
| Cherokee           | 2                                    | Monroe             | 2                                    |
| Clarke             | 10                                   | Morgan             | 2                                    |
| Clayton            | 18                                   | Murray             | 2                                    |
| Clinch             | 7                                    | Muscogee           | 15                                   |
| Cobb               | 26                                   | Newton             | 8                                    |
| Coffee             | 2                                    | Oconee             | 3                                    |
| Colquitt           | 11                                   | Paulding           | 2                                    |
| Columbia           | 1                                    | Peach              | 7                                    |
| Cook               | 6                                    | Pickens            | 3                                    |
| Coweta             | 9                                    | Polk               | 13                                   |
| Crawford           | 1                                    | Putnam             | 2                                    |
| Crisp              | 4                                    | Rabun              | 1                                    |
| Dade               | 2                                    | Richmond           | 35                                   |
| Dawson             | 1                                    | Rockdale           | 7                                    |
| DeKalb             | 53                                   | Screven            | 4                                    |
| Decatur            | 7                                    | Spalding           | 8                                    |
| Dooly              | 3                                    | Stephens           | 12                                   |
| Dougherty          | 19                                   | Stewart            | 1                                    |
| Douglas            | 17                                   | Sumter             | 6                                    |
| Early              | 3                                    | Talbot             | 1                                    |
| Effingham          | 2                                    | Tattnall           | 1                                    |
| Elbert             | 4                                    | Telfair            | 2                                    |
| Emanuel            | 3                                    | Terrell            | 2                                    |
| Evans              | 1                                    | Thomas             | 5                                    |
| Fayette            | 4                                    | Tift               | 12                                   |
| Floyd              | 19                                   | Toombs             | 1                                    |
| Forsyth            | 1                                    | Troup              | 6                                    |
| Franklin           | 2                                    | Turner             | 1                                    |
| Fulton             | 100                                  | Union              | 1                                    |
| Glynn              | 17                                   | Upson              | 4                                    |
| Gordon             | 3                                    | Walker             | 17                                   |
| Greene             | 3                                    | Walton             | 3                                    |
| Gwinnett           | 23                                   | Ware               | 3                                    |
| Habersham          | 2                                    | Warren             | 1                                    |
| Hall               | 4                                    | Wayne              | 3                                    |
| Haralson           | 3                                    | Whitfield          | 14                                   |
| Harris             | 2                                    | Wilkes             | 1                                    |
| Hart               | 1                                    | Wilkinson          | 1                                    |

116 Counties have sites  
25 Counties have one site  
43 Counties have no site

- Q. How long has Button Gwinnett Landfill, Inc. been involved here.
- A. The initial landfill lease agreement was signed in January 1986 and included 38 acres of City property. In 1989, six more acres were added, providing a current total of 44 acres.
- Q. What would closure costs be?
- A. I don't know for sure but I suspect that it will be much less than the \$2 Million quoted. My question would be: If the permitted capacity is used up, and if no expansion is approved, wouldn't Button Gwinnett Landfill, Inc. be responsible for the closure costs?

Ralph Martin - Princeton Oaks

- C. It has been stated that the City is under some kind of mandate to expand its landfill. This is not true. There is no such mandate. The State said only that each City must plan for their solid waste disposal. We can plan to have our wastes hauled off and disposed of elsewhere.

Douglas Smith - Craig Drive

- C. I am concerned about the noise that will be generated, and by the hours of operation. Even 200 foot buffers will not effectively protect nearby homeowners from noise and odor. Council members don't live near the landfill and don't appreciate what we have lived with.

Brian Day - Princeton Oaks

- C. Would like to know what the customer cost per month would be under various alternatives. What would cost be if our garbage was hauled elsewhere? Agrees that escrow and bonding be required to protect City. Would like for the entire City budget to be available to the public for review. Does not understand why we would work to achieve a 25% reduction in waste volume, only to haul more in from outside. Agrees that we should not expand beyond 44 acre total.
- A. The approved budget is public information available at City Hall. The 25% volume reduction is a State mandate imposed on everyone.

Cliff London - Sycamore Summit

- C. Let Forsyth County take care of its own waste. 99% of the people are opposed to landfill expansion. Why even consider expansion in the face of such overwhelming opposition? Personally would prefer to pay \$20.00 per month for garbage pickup than have an expanded landfill. Why is there just a "trickle" of landfill traffic now?
- A. Landfill traffic has virtually ceased because all of the permitted capacity in the existing landfill has been used up. The permitted landfill had capacity to serve the needs of Sugar Hill exclusively for more than 20 years when it was turned over to Button Gwinnett in 1986. All of that capacity was used up in about two years burying garbage from outside of Sugar Hill.

Chuck Spratlin - Austin Garner Road

- C. Facetiously commented that the landfill expansion would be a wonderful idea - it would give Sugar Hill name recognition, would let us stick up above the trees, would allow us to clear the ocean of garbage barges, etc.
- A. In dealing with tough issues, its good to maintain a sense of humor.

Ken Ryan - American Indian Movement

- Q. Has an archeological survey been done in the area proposed for landfill expansion? if not, be careful, the Indian Movement will not tolerate disturbance of grave sites.

Patricia Parham - Bass Fishermen Club

- C. Opposes possible stream contamination and air pollution resulting from emissions from the landfill. Also concerned about lack of control of medical wastes placed in landfill.

Doug McAlexander - Princeton Oaks

- Q. Is City in such terrible financial shape that we require revenues from garbage to bail us out? Concerned about high utility bills and continuing rate increases.
- A. No. We can manage without making profits at the landfill. We are however, in the process of borrowing another \$2 Million for wastewater facilities and that money will have to be paid back, with interest.



Tracy Williams - Sycamore Summit

- C. Research has shown that about 5% of the waste entering a municipal landfill are properly classified as hazardous wastes. These include solvents, pesticides, oils, etc. Opposes landfill expansion beyond the 44 acres approved earlier.

Frank Turner - Bent Creek

- C. This whole problem did not develop overnight. Citizens don't attend meetings, don't express their opinions, don't know what is going on, and deserve what they get.

Dee Samples - Sycamore Road

- C. The Council is elected to protect our interests so that each citizen does not have to attend every meeting. The landfill operator is motivated by a desire to maximize his profits. Button Gwinnett Landfill, Inc. should not be telling the City what to do.
  - A. There would appear to be a genuine conflict of interest.

James Burks - Bent Creek

- C. There is a serious lack of communication. The people simply did not know what was happening or they would never have let it get this far.
  - A. Amen!

Camillia Day - Princeton Oaks

- C. Serious deficiencies have persisted at the existing landfill. Georgia EPD has repeatedly commented on deficiencies in their periodic inspection reports.
  - A. There have been fewer deficiencies lately, perhaps because the landfill is full and very little new garbage is being buried. Future expansions (if any) will be lined to capture and treat leachate.

Ed Phillips - Hillcrest Woods

- C. It is obvious that the Solid Waste Management Plan submitted should be rejected and rewritten.

Shelly Lane - Princeton Oaks

- C. Everyone wearing green ribbons (nearly everyone in audience) opposes landfill expansion. Questions whether or not Gwinnett County will get involved?
  - A. County involvement may be required if the entrance is relocated to Richland Creek Road. City of Buford might also get involved.

Mr. Jones - Riverside Trace

- C. Suggests that an issue of this importance be the subject of a Public Referendum.

Vernon Petit - Hillcrest Area

- C. Lives near the landfill and testifies that the noise and odor are a real problem.

Diane Spivey - Pinedale Circle

- C. A landfill is like a cancer growing in the community. Once established, it is hard to control. Do not expect any real help from Georgia EPD or DCA, since they will review technical details only. If we are to stop or control the landfill, we must do so locally.

Emily Appling - Appling Road

- C. Has lived with the landfill and the promises for many years and is firmly opposed to landfill expansion.

Rick January - Frontier Forest

- C. Concerned about how all phases of the existing and proposed landfill are financed. How much money is the City getting compared to landfill operator? Understands that Button Gwinnett has already purchased 78 or more acres of land. What kinds of hidden agreements already exist?

Larry Jackson - Level Creek Road

- C. Elected officials are not representing the interests of the citizens. There is no public support for landfill expansion.

David Benson - Park View

- C. Everyone understands that there is lots of money to be made with landfills, but we don't want it.

Al Lafar - Craig Drive

- C. Suggests going back to having the City operate its own landfill, exclusively for the use of Sugar Hill citizens.

Al R? - Apple Ridge

- C. Privatization once had great appeal, but has proven to be a failure. The local government usually gets out-bargained by slick professional operators. Suggests that we not accept any expansion, not even the 44 acres already leased.

I know that I missed recording several speakers and many comments. Perhaps the tapes and/or minutes taken by the City could be used to supplement this list. Please let me know if I can be of any assistance.

5821 Swan Walk  
Sugar Hill, Georgia 30518  
April 24, 1992

Hon. George Haggard  
Mayor, City of Sugar Hill  
234 West Broad Street  
Sugar Hill, Georgia 30518

RE: 5821 Swan Walk  
Sugar Hill, Georgia 30518

Dear Mayor Haggard:

Please consider this our formal request for permission to be "de-annexed" out of the city limits of Sugar Hill.

If needed, we will be happy to discuss this matter with you in person or on the phone at your convenience. We look forward to your response.

Sincerely,

Michael and Sheri Crowe



## CITY OF SUGAR HILL

---

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

May 18, 1992

Mr. & Mrs. Michael Crowe  
5821 Swan Walk  
Sugar Hill, GA 30518

Dear Mr. & Mrs. Crowe:

Your request for de-annexing from the City of Sugar Hill will be brought before the Council at their regularly scheduled meeting on June 8, 1992, in the form of a resolution. A copy of the Council's decision and your request will be forwarded to Mr. Keith Breedlove, our district's State Representative. Mr. Breedlove would have to bring the Resolution before the next general session of the legislature for their approval. Then it goes to the State Senate for their approval.

In your letter, there wasn't a reason for your request. Please contact me if you have any questions.

Sincerely,

Kathy Williamson  
City Manager

KW:jlf

5821 Swan Walk  
Sugar Hill, Georgia 30518  
May 29, 1992

Ms. Kathy Williamson  
Sugar Hill City Manager  
234 W. Broad Street  
Sugar Hill, Georgia 30518

Dear Ms. Williamson:

We appreciate your prompt response to our request for de-annexation. As to our reasons for such request, we feel our needs will be better served as citizens of Gwinnett County, as opposed to City of Sugar Hill.

We look forward to your reply. If we may be of further service, please contact us.

Sincerely,

*Michael & Sheri Crowe*  
*Michael & Sheri Crowe*  
Michael & Sheri Crowe

AUG.

MAYOR & COUNCIL MEETING  
MONDAY, AUGUST 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) Speedbumps on Hillcrest Drive
- B) Bids for Sewer Treatment Plant
- C) Cost of Copies
- D) Kurt Sutton Property - Appraisal

New Business

- A) Rezoning Request - City of Sugar Hill - Public Hearing  
6.589 Acres on Appling Road
- B) Mr. Tubs - Donation to City
- C) County Road Resurfacing Funds
- D) Consistency of Street Names

City Manager's Report

City Clerk's Report

Director of Golf's Report

- A) Reduced Golf Rates after 5:00 p.m.

Council Reports

Citizen's Comments

Adjournment



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

M I N U T E S

Notice posted at City Hall at 12:00 noon on Friday, August 7, 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 7:35 p.m. by Mayor Haggard.

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

Minutes

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

Candidates Running for Office

Mayor Haggard asks if any of the candidates present would like this opportunity to speak. Jim Carsten, who is running for Sheriff of Gwinnett County, asks for support during the Primary Run-off tomorrow. Diana Dean, who is running for Gwinnett County Commissioner for District 1, is also asking for support tomorrow.

Agenda Amendment

Council Member Stanley moves to amend the agenda to have Citizen's Comments at this time. Second to the motion by Council Member Bailey. Vote unanimous.

Citizen's Comments

Rick January of Frontier Drive states that he asked the Mayor and Council last year to help with the vandalism that Frontier Forest experiences during Halloween. Mr. January states that the City did nothing to assist with this problem last year. Therefore, he is starting earlier this year in hopes that something will be done. Mayor Haggard states that he has already discussed this matter with the City Manager and she plans to do everything within her power to correct this problem. Mayor Haggard states that the mailbox vandals in Frontier Forest have been caught and the citizens need to press charges against them because the City cannot.

Robert Bowie of Level Creek Road states that he still feels there is not a fair representation of the City serving on the Solid Waste Task Force and does not feel Council Member Morris should serve on the Task Force.

Bob Williams with Davis Water and Waste Industries states that he wishes to make his comments during the agenda item, Bids for Sewer Treatment Plant.



EXECUTIVE SUMMARY - CONTRACTS

TO: Bobby K. Whitworth, Commissioner

VIA: Paul Melvin  
Assistant Commissioner

FROM: Hank Pinyan  
Assistant Commissioner

RE: NAME OF  
CONSULTANT/CONTRACTOR: CITY OF SUGAR HILL

DATE: 06-02-92

ORIGINATING UNIT: Contact person Blake A. Allen  
Inst./Facility Phillips Correctional Institution  
Division  
Section  
Telephone (404) 932-4507

APPROVALS: DEPUTY COMMISSIONER  
BUDGET SECTION

METHOD OF PROCUREMENT:  
(Sole Source, Competitive, etc.)  
Appropriate documentation on file? YES/NO

The attached contract has been reviewed, and is submitted to you for executive review and signature.

ORG. NUMBER:

PO/FPO/FPOC NUMBER:

TOTAL CONTRACT AMOUNT: \$46,000.00 (\$23,000.00 per detail)

PURPOSE OF AGREEMENT: (Make sure this information is brief, but descriptive enough for the Commissioner to understand the intent of the agreement)

Provide City of Sugar Hill with two (2) Inmate Work Details  
(10 inmates & C.O. per detail)

ADDITIONAL INFORMATION: (Any unusual circumstances relating to the contract)



**GEORGIA DEPARTMENT OF CORRECTIONS**

CLYDE N. PHILLIPS CORRECTIONAL INSTITUTION  
2989 W. Rock Quarry Road  
Buford, GA 30518  
(404)932-4500

Bobby K. Whitworth  
COMMISSIONER

June 2, 1992

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

Dear Ms. Williamson:

Enclosed is the renewal for both details at the rate of \$23,000 each -  
a total of \$46,000 annually.

Please sign and return by June 12, 1992. You will receive a copy after  
departmental approval is obtained.

Please contact me if you have any questions.

Sincerely,

Blake A. Allen  
Deputy Supt./Administration

MAYOR & COUNCIL MEETING  
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Rose Payne asks why she did not have water for most of the day and why was it muddy when she did get water again. City Manager Kathy Williamson reports that there was a water main break in the line at Peachtree Industrial Boulevard and Highway 20. Mrs. Williamson states that the utility crews completely repaired the break within hours and did an excellent job. Mrs. Williamson commends Billy Hutchins, Danny Hughes and Scott Payne for their efforts.

Planning & Zoning Board

Council Member Stanley reports that the final draft of the Comprehensive Plan is available to be checked out for a 48 hour period. You may check these out at City Hall or at the Buford-Sugar Hill Library. Citizens will be given the opportunity to speak on this matter at a Public Hearing which will be held in September. Mr. Stanley states that the Planning & Zoning Board recommended approval for the rezoning request on the agenda tonight to rezone 6.589 acres off Appling Road from HM-1 to AF. The Public Hearing for this rezoning will be held later on during this meeting.

Appeals Board

Council Member Stanley reports that only regular business was conducted at the last meeting of the Appeals Board.

Recreation Board

Council Member Davis asks Boardmember Bobbie Queen to report on the Recreation Board activities. Mrs. Queen reports that the Recreation Board purchased 3 new swings and 4 new trash receptacles for the park with proceeds from the festival.

Budget & Finance

Director of Finance Sandy Richards reports that the City had a net operating loss for the month of July in the amount of \$115,153.80. Refer to memo. Construction costs for the golf course and sewer treatment plant facility came to \$105,585.04 for the month of July. Council Member Bailey asks if there are any more construction costs for the golf course itself. Mrs. Richards states that there should be one final draw remaining for grassing for approximately \$34,000.00.

Speedbumps on Hillcrest Drive

City Manager Kathy Williamson reports that she has contacted Gwinnett County about the possibility of using Hillcrest Drive as one of their experiments for speedbumps, however, she has not yet received a response from them. She also reports that she has contacted the residents who signed the petition to let them know what is going on.

Bids for Sewer Treatment Plant

Bill Johnson, with Piedmont Olsen Hensley, states that they have reviewed the bids for the sewer treatment plant and the Mayor and

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Council have copies of the bid tabulation sheets. Mr. Johnson states that in the bid documents, they allowed for deductive alternates and Lanier Contracting Co. used a deductive alternate in their bid. Mr. Johnson is recommending the Council accept this deductive alternate for \$200,000.00 using Topco International, which is an acceptable supplier. If the Council chooses to accept this deductive alternate, Lanier Contracting would have the low bid of \$1,619,443.00 and it would be P.O.H.'s recommendation to accept Lanier Contracting's bid.

Council Member Stanley asks what M & H Construction's bid was. Mr. Johnson states that it was \$1,728,500.00. Council Member Bailey asks if any other bidder had a deduct alternate. Mr. Johnson states no. Council Member Bailey asks if all the bidders had the same opportunity for a deduct alternate. Mr. Johnson states yes.

Mayor Haggard asks Bob Williams to state his concern at this time. Mr. Williams is with the DAVCO Division of Davis Water & Waste Industries and states that he is the supplier for M & H Construction on this bid. Mr. Williams gives a brief background history on his company and states that he is opposed to P.O.H.'s recommendation. Mayor Haggard asks if M & H Construction should be addressing this matter. Mr. Williams states that he has a vested interest in this project and he feels he has a right to be heard. Mayor Haggard asks Mr. Williams who invited him to the meeting tonight. Mr. Williams states that he was at the Georgia Water Pollution Control Conference in Savannah and talked to Council Member Stanley about the matter. Mr. Williams states that he tried several times, to no avail, to talk to someone regarding this matter. Mayor Haggard asks if any of the Council objects to hearing Mr. Williams. There were no objections from the Council.

Mr. Williams states that the bid specs did allow for deductive alternates and he does not argue that point. He states that he does not argue anything Mr. Johnson has said except for his recommendation to accept the bid from Lanier Contracting Co. Mr. Williams states that he wants to talk about fairness. He states that M & H Construction put in a base bid which they considered to be fair and it was the low bid before the deductive alternate by Lanier Contracting. Mr. Williams states that he is not an attorney and doesn't claim to be one, however, something is wrong with only one bidder submitting a deductive alternate. Mr. Williams states that had M & H been given the same pricing by Topco and had been given the same opportunity to offer the same deduct, his bid would still be the low bid. Therefore, Mr. Williams feels M & H and DAVCO has been harmed.

Mayor Haggard asks if M & H was given this opportunity. Mr. Johnson states that he is unsure what prices suppliers gave to what companies and who solicited whom and that is not his concern. Mr. Johnson states that all bidders were given the same opportunity to submit



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deductive alternates, however, whether or not they do so is up to them. Council Member Morris asks if it was in the bid documents that alternate suppliers could be acceptable. Mr. Johnson states yes, everyone had the same opportunity. Mr. Williams states that there were some short addendum times where deduct alternates were allowed which may have hampered that fairness. Mr. Williams states that there are several upset people about this because they know that this just is not done in public bidding. Mr. Williams states that it is an apparent form of bid rigging in his opinion. Mr. Johnson states that it is not apparent to him. Mr. Williams states that they already disagree. Mr. Williams states that he is not accusing anyone of anything. Mr. Williams states that he is not accusing the City Council, Lanier Contracting or Mr. Johnson of any impropriety. He is only stating that the fairness of what is about to take place is questionable.

Council Member Stanley states that some bidders complained that the bid documents did not allow for open and competitive bids. This is why Council Member Bailey recommended delaying the bid opening and modifying the bid document to allow for open and competitive bids on all elements of equipment. Mr. Stanley states that he agreed with Council Member Bailey because he felt the original bid document restricted the bidding unnecessarily. Mr. Stanley states that the bid opening was not delayed and the bid document was not amended the way it was recommended by Council Member Bailey and himself. Mr. Stanley states that the addendum was given to the bidders two days before bid opening and the bidders simply did not have time to acquire alternate equipment pricing and supporting documentation before the bid opening. Mr. Stanley states that if Topco, which is a small and inexperienced business, is an acceptable supplier, then High Tech should also be an acceptable bidder. However, High Tech was denied as an acceptable bidder. Mr. Stanley states that High Tech representatives have threatened to sue the City because they were considered a small and inexperienced company and Topco was not. Finally, Mr. Stanley states that under the Fair Trades Act, any supplier must provide the same pricing to each company bidding on a certain project and in this case every bidder was not given the same pricing.

Mr. Johnson states that all bidders had the same opportunity to obtain alternate equipment pricing. Mr. Johnson states that if the Mayor and Council wants to rebid, they will do so, however, it has been their experience in the past, when they rebid a project, the bids are higher. Mayor Haggard asks Mr. Williams if he was given the same amount of time to obtain alternate equipment pricing as the other bidders and Mr. Williams states yes, the same amount of time, but only one contractor was given this pricing. Council Member Morris asks Mr. Williams could he not call Topco like Lanier Contracting did and Mr. Williams said he had never heard of Topco. Mayor Haggard asks Mr. Williams who did he try to reach before



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he contacted Council Member Stanley. Mr. Williams states that he called the Mayor and he referred him to the City Manager, so he called her once and she did not return his call. Mayor Haggard states that he never talks to bidders during a project that is being bid out. Mr. Johnson feels like M & H just packaged their bid and it was too high so they are crying foul.

Mayor Haggard asks if DAVCO or M & H Construction either do business with Keck & Wood. Mr. Williams states that he has in the past. Council Member Stanley states that DAVCO has supplied equipment for many of Keck & Wood's projects. Mayor Haggard states that Council Member Stanley should not be discussing this with them at all because it is a direct conflict of interest because Keck & Wood has done business with them before. Mr. Williams states that he has also done business with P.O.H. Council Member Stanley states that probably every engineering firm in Georgia has done business with DAVCO because it is a part of their job. Mr. Johnson states that he would not be upset if DAVCO got the bid because they are a reputable company. Mr. Williams states that he is in a no win situation because Council Member Stanley is a consultant as well as Mr. Johnson.

Mayor Haggard states that he is concerned because Council Member Stanley was the only person Mr. Williams talked to about the bidding process. Mayor Haggard asks Mr. Williams how he got to the meeting tonight and he said he came with Council Member Stanley. Council Member Stanley states that the matter of conflict of interest is not relevant in this case because DAVCO is one of the largest suppliers of wastewater supplies in the world and there is nothing unusual about doing business with them. Mr. Stanley states that the Council only needs to be concerned about whether or not the bidding process was fair.

Mayor Haggard asks the City Attorney for his opinion on this matter. City Attorney Lee Thompson states that he has not reviewed the bid documentation, however, he recommends discussing the legalities of this matter in an Executive Session since there is a potential for litigation. Council Member Stanley asks Mr. Thompson if he has an opinion as to whether or not having an addendum two days before bid opening is a common practice. Mr. Thompson states that it is probably not common practice, however, that is the City's business to make those types of decisions. Mr. Thompson states that the Council can choose to either accept a bid or reject all bids and rebid the project.

Mayor Haggard states that he still feels Council Member Stanley is in a conflict of interest. Council Member Stanley states that he did not trigger any of this, he was contacted by these people and other Council Member's talked to Paul Kaye about the bids. Mr. Stanley states that he received complaints from bidders and



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he directed those comments to the City Manager and she directed the comments to Bill Johnson who contacted him and discussed the comments with him. Mr. Stanley states that he told anyone questioning the bidding process that he could not comment until the City had received an official recommendation from the engineers and now that this recommendation has been received, it must be discussed.

Mayor Haggard states that the Council can vote on this matter tonight or table the matter to have an Executive Session with the City Attorney. Council Member Stanley states that there is a certain amount of time that the Council must make a decision on this matter. City Manager Kathy Williamson recommends rebidding the entire project because the City doesn't want any controversy over this matter. Mayor Haggard asks how long it would delay the project if we rebid. Mrs. Williamson states 45 days. Mrs. Williamson states that she would like to go on record that she believes that P.O.H. handled the bidding process fairly and legitimately.

Mayor Haggard asks Council Member Stanley if he will abstain from voting on this matter since it is a conflict of interest for him. Council Member Stanley states no.

Council Member Everett moves to authorize the City Attorney to review the bid documents and advise the Council during a Called Meeting whether or not the project should be rebid. Second to the motion by Council Member Morris. Vote unanimous. Matter tabled.

Cost of Copies

Director of Finance Sandy Richards states that she was asked at the last Council Meeting to determine exactly how much it costs to make a copy and she has put together a report which takes into consideration paper, toner, maintenance and salaries. Refer to report. Mrs. Richards reports that this comes to 23¢ per copy and the City currently charges 25¢ per copy. Council Member Stanley states that you can go to any copy shop and have copies made for 5¢ each. Mr. Stanley states that two-thirds of the cost is made up of salaries of people who are going to be there whether they are making copies or not. Discussion held on this matter. There was a recommendation made by a resident to provide copies to be checked out from City Hall where they can go have them reproduced at a lower rate. Mayor Haggard asks what other cities charge. Mrs. Richards states that she did not check with other cities. Council Member Morris moves to table this matter until next month and find out what other cities charge for copies. Second to the motion by Council Member Everett. Vote unanimous. Matter tabled.

City Manager Kathy Williamson states that she got a general consensus from the Council to give a free copy of the most current minutes to any resident who may request them.





Kurt Sutton Property - Appraisal

Council Member Bailey states that he met with Mr. Sutton who has made a proposal to the City to purchase his home which is contingent to the City Park. Mr. Bailey recommends that the City have an appraisal done of this property before any decisions are made to put it into next year's budget. Bobbie Queen, with the Recreation Board, states that the house would be an asset to the Park and could be utilized as a Community Center. Council Member Bailey moves to have the Kurt Sutton property appraised. Second to the motion by Council Member Morris. Council Member Stanley states that he also talked with Mr. Sutton and he told him that he would also consider owner financing. Vote unanimous.

Rezoning Request Public Hearing - City of Sugar Hill

Council Member Everett moves to rezone the 6.589 acres on Appling Road, owned by Aaron Appling, back to AF from HM-1. Second to the motion by Council Member Morris. Vote unanimous. Council Member Stanley states that the public should be given an opportunity to comment on this rezoning before the vote since it is a Public Hearing. Council Member Everett withdraws his motion and Council Member Morris withdraws his second to the motion. Mayor Haggard asks for public input on this rezoning request. A member of the public asks where the property is and what do the zoning classifications mean. Council Member Everett moves to rezone the property, owned by Aaron Appling, to AF. Second to the motion by Council Member Morris. Vote unanimous.

Mr. Tubs - Donation to the City

J. C. Henry, owner of Mr. Tubs, states that they are the fastest growing whirlpool manufacturers in the nation and they are being made right here in Sugar Hill, Georgia. Mr. Henry states that the Lord has been good to him and he wants to put something back into the community. Mr. Henry presents Mayor Haggard with a check and he states that he would like it to be used for the children of this community. Jody Banks, Treasurer of the Recreation Board, accepts the check for \$500.00 on behalf of the Recreation Board and thanks Mr. Henry for his generosity.

County Road Resurfacing Funds

Director of Finance Sandy Richards reports that the City will receive \$57,434.00 from the county's resurfacing agreement which is a decrease of approximately \$10,000.00 from last year. Refer to memo. This decrease is due to a 20% reduction in funds in the county's Street & Bridge budget. Mrs. Richards also reports that the City will receive \$12,591.00 from the county for drainage improvements that the City did not get last year.

Consistency of Street Names

Director of Utilities & Development Ken Crowe states that the state will no longer allow the use of state highway numbers as addresses,

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such as 5235 Highway 20. Refer to memo. Therefore, they are requesting the county and cities work together to use one name per road within certain points. Mr. Crowe is recommending using Nelson Brogdon Boulevard for Highway 20 from Buford Highway to the river. Although we can only name the road within our jurisdiction, he has talked with the City Manager of Buford and he indicated they would not have a problem with that name from Buford Highway to Wade Ford, which is in the city limits of Buford. Emory Fleming, of Fleming Auto Parts, states that his business is located on Highway 20 and it has not been that long ago since his address was changed from a three digit number to a four digit number. Mayor Haggard states that the state is mandating this and we have no choice in the matter except what to name it. Discussion is held on suggestions to name the road. Council Member Stanley states that naming that section of road Nelson Brogdon Boulevard was an honor given to Nelson Brogdon several years ago and he would not even consider changing it. Other Council Members agree. Council Member Stanley moves to name Highway 20, Nelson Brogdon Boulevard, from Buford Highway to the river insofar as it lies within the city limits of Sugar Hill. Second to the motion by Council Member Morris. Vote unanimous.

**Recess**

Mayor Haggard calls for a short recess.

Meeting recessed at 9:15 p.m.

Meeting reconvened at 9:30 p.m.

Mayor Haggard recognizes Wayne Hill and asks if he has any comments to make. Mr. Hill, who is running for Gwinnett County Commission Chairman, thanks those who voted for him in July and asks for their continued support in November.

**Director of Golf's Report**

Director of Golf Wade Queen states that during the first full month the golf course was open, there were 2,164 rounds of golf played which produced in excess of \$71,000.00 in revenues for July. Mr. Queen states that the golf course was not open for play on Saturday, July 4th due to the grand opening ceremonies and there was a tournament the day before which limited play. The golf course also had to be closed a couple of days through the month due to rain.

**Twilight Golf**

Director of Golf Wade Queen states that he was asked to obtain information on having reduced rates for play in the evenings. Mr. Queen states that after discussing this matter with Willard Byrd, Wayne Forrester and Jeff Hefner, they do not feel now is an appropriate time to begin this discount rate. Refer to memo. Council Member Everett states that Mr. Byrd feels the golf course is new and even though we may lose revenues, the golf course needs

to mature until the spring. Mr. Queen suggests using advertisement coupons in the fall to get more play. City Manager Kathy Williamson recommends having a Work Session to discuss discounts, coupons, etc. for the 1993 budget. Council Member Morris states that the Director of Golf can just make a recommendation for the 1993 budget. The Mayor and Council are in agreement of this.

#### Council Reports

Council Member Everett states that since it is election year, maybe the residents could put some pressure on some candidates running for office to get a traffic light put up at Hillcrest Drive and Highway 20. Council Member Everett asks the City Manager to pursue that effort again.

Council Member Stanley states that the City Attorney has provided the City with a letter of opinion regarding the grading problem behind Bug Tuck's property and it states that this is a private matter between the two property owners. Mayor Haggard asks the City Manager to inform the two property owners by certified mail that the City cannot get involved in this dispute.

Council Member Stanley states that he feels when a matter needs to be acted upon, specifically to do with the landfill, which is as important as the merger between Button Gwinnett Landfill, Inc. and Mid-American, the entire Council should be present to discuss the matter. Mr. Stanley refers to the Called Meeting held on July 22, 1992, in which he and Council Member Bailey were out of town. Mr. Stanley states that at that time, the City was in a position to negotiate the current lease agreement and could have incorporated the six items he had recommended at the Solid Waste Management Plan Public Hearing. Mr. Stanley states that Mid-American has ten times the resources that Button Gwinnett Landfill, Inc. had to fight the City with. Mr. Stanley objects to the way that matter was handled and calls it inappropriate.

City Attorney Lee Thompson states that he was notified that the name of one of the holding companies had changed and that needed to be clarified in the minutes of the meeting where the majority of the Council approved the sale in 50% ownership of Button Gwinnett Landfill, Inc. to Mid-American. Mr. Thompson states that he informed their attorney that he would inform the Mayor and Council and they would have to approve it. Mr. Thompson presents a Resolution which would allow this. Refer to Resolution. Council Member Stanley asks if negotiations could be made at this time. Mr. Thompson states that it has already been approved to a particular company and they would probably claim that it is merely a name change. Council Member Morris states that the City can open up the contract at any time. Mr. Stanley states not without their concurrence, such as when they requested this change, it opened the doors for negotiations. Discussion held on this matter. Mr. Thompson states that now is the time to negotiate, before this Resolution is approved.



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Council Member Stanley states that he would like to draft revisions to this Resolution for the Council to review. Beatrice Samples, of Sycamore Road, states that anything we can do to protect the City needs to be done. Solid Waste Task Force Member Diane Spivey states that their major concern is that the Sugar Hill landfill be required to meet current EPD regulations. Council Member Bailey moves to table this matter until the Council has a chance to review Council Member Stanley's draft with his revisions. Second to the motion by Council Member Everett. Vote unanimous.

Resident Melinda Petruzzi states that she feels Council Member Stanley should abstain from voting on the sewer treatment plant bids because he has a conflict of interest. Mrs. Petruzzi also recommends charging a deposit for copies which can be returned when the documents are returned. Finally, Mrs. Petruzzi states that Council Member Stanley presented his comments on the merger in a negative manner and failed to comment on the positive aspects of the merger. She states that the minutes from the meeting where the merger was acted upon reflect that Council Member Bailey was also in approval of the merger. Mrs. Petruzzi states that the rest of the Mayor and Council do not defend their opinions and state the reasons why they feel the way they do when Council Member Stanley bashes their opinions and this comes across as a negative to the residents and the press as well.

Mayor Haggard states that it is hard to have a Called Meeting where every Council Member can be in attendance. Mayor Haggard also expresses his opinion again that Council Member Stanley should abstain from voting on the sewer treatment plant bids and asks Mr. Stanley again if he plans to abstain. Council Member Stanley states that at this time, he does not plan to abstain from voting on the sewer treatment plant bids.

Resident Rick January states that he feels Bill Johnson has a conflict of interest with Lanier Contracting because he has worked with P.O.H. in the past.

Adjournment

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

Meeting adjourned at 10:10 p.m.

*Judy Foster*



# 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: AUGUST 10, 1992  
RE: JULY BUDGET RESULTS

## OPERATIONS:

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

|             |                |
|-------------|----------------|
| General     | <\$40,640.28>  |
| Sanitation  | <\$ 1,739.89>  |
| Gas         | <\$21,077.70>  |
| Water       | <\$ 5,005.02>  |
| Street      | <\$12,106.31>  |
| Sewer       | <\$17,730.04>  |
| Golf Course | <\$16,854.56>  |
| Total       | <\$115,153.80> |

## CASH BALANCE:

At the end of July, the city had total cash in operating accounts of \$194,908.56. This does not include money held in investments.

## INVESTMENTS:

\$0.00 remain in our investment accounts at the end of July.

## CONSTRUCTION:

During July, the city spent \$105,585.04 for construction of the golf course and waste water treatment facility.

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

July 27, 1992

The Honorable George O. Haggard  
Mayor  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518

Subject: Sugar Hill Water Reclamation Facility  
for Treatment of Municipal Wastewater for  
Discharge to the Sugar Hill Golf Course  
POH Project No. 61387

Dear Mayor Haggard:

Attached is a certified Bid Tabulation for construction of the treatment facility for this project. Piedmont Olsen Hensley has reviewed the bids on this project and recommends that the City accept the alternate deduct of \$200,000 included in the bid prepared by Lanier Contracting Company. Acceptance of this alternate makes the amount of their bid \$1,619,443.00, the low bid for this project. This \$200,000 deduct is for the substitution of Topco International for Smith and Loveless as the manufacturer of the clarifier and aeration basins for this project.

We have reviewed Topco's references and have found no reason not to accept their substitution. Topco International has just completed an 800,000 gallon/day plant, which is similar to the one specified. The engineer on that project is very satisfied with the equipment supplied by Topco International. We have talked to four other engineers on projects newly completed by Topco International, all of which have said they would not hesitate to hire them as a supplier on other projects. We have also reviewed the buy-out equipment to be supplied by them on this project and have found it to be as specified.

They have also offered a 12-month increase in the specified warranty for their equipment for a total of 24 months. For these reasons, we feel the City should accept the alternate deduct for the use of Topco International's equipment. As we have worked with Lanier Contracting on several other projects of this type, one of which they are just completing, we know that they can do a good job.

Mayor Haggard  
July 27, 1992  
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If you have any questions regarding any of these items, please feel free to contact me.

Sincerely,

PIEDMONT OLSEN HENSLEY

William H. Johnson, P.E.  
Project Manager

cet/011  
Attachment

Bid Tabulation  
Water Reclamation Facility  
City of Sugar Hill, Georgia

Project No. 61387

Time: 2:00 p.m.

Date: June 16, 1992

Place: City Manager's Office  
4988 West Broad Street  
Sugar Hill, GA 30518

|                | Bidder No. 1                                                   | Bidder No. 2                                   | Bidder No. 3                                | Bidder No. 4                               | Bidder No. 5                                 | Bidder No. 6                               |
|----------------|----------------------------------------------------------------|------------------------------------------------|---------------------------------------------|--------------------------------------------|----------------------------------------------|--------------------------------------------|
| Name of Bidder | Lanier Contracting Company                                     | M&H Construction Co., Inc.                     | S.Q. Company, Inc.                          | P.F. Moon and Company, Inc.                | Cooper and Company General Contractors, Inc. | Southern Champion Construction, Inc.       |
| Bid, Bond      | United States Fidelity and Guaranty Company                    | Peerless Insurance Company/Netherlands Company | United States Fidelity and Guaranty Company | St. Paul Fire and Marine Insurance Company | The American Insurance Company               | St. Paul Fire and Marine Insurance Company |
| Total Base Bid | \$1,819,443.00<br>(Deduct 200,000)<br>Total Bid \$1,619,443.00 | \$1,728,500.00                                 | \$1,830,000.00                              | \$1,845,000.00                             | \$1,868,000.00                               | \$1,929,316.00                             |

I certify that this is an accurate tabulation of bids received at 2:00 p.m., local time, on Tuesday, June 16, 1992, for the Water Reclamation Facility for the City of Sugar Hill, Georgia.

By: William H. Johnson, P.E.  
Piedmont Olsen Hensley, Inc.

Date: 7/27/92



Bid Tabulation  
Water Reclamation Facility  
City of Sugar Hill, Georgia

Project No. 61387

| Item No. | Description                          | Bidder No. 1                                       | Bidder No. 2                             | Bidder No. 3                    | Bidder No. 4                                | Bidder No. 5                                                          |
|----------|--------------------------------------|----------------------------------------------------|------------------------------------------|---------------------------------|---------------------------------------------|-----------------------------------------------------------------------|
|          |                                      | Lanier Contracting Company<br>Suwanee, GA          | M&H Construction Co., Inc.<br>Tucker, GA | SO Company, Inc.<br>Lilburn, GA | P.F. Moon & Company, Inc.<br>West Point, GA | Cooper and Company General<br>Contractors, Inc.<br>Stone Mountain, GA |
| 1        | Submersible Pumps                    | Flygt                                              | Davis-EMU                                | Flygt                           | Davis-EMU                                   | Davis-EMU                                                             |
| 2        | Automatic Traveling Bridge Filter    | Aqua-Aerobics                                      | DAVCO                                    | IDI                             | DAVCO                                       | DAVCO                                                                 |
| 3        | Centrifugal Air Blower               | Hoffman                                            | Lamson                                   | Hoffman                         | Lamson                                      | Lamson                                                                |
| 4        | Packaged Sewage Treatment Plant      | Smith & Loveless<br>Topco International -\$200,000 | DAVCO                                    | Smith & Loveless                | DAVCO                                       | DAVCO                                                                 |
| 5        | Chlorination Equipment               | Wallace and Tiernan                                | Wallace and Tiernan                      | Wallace and Tiernan             | Fisher and Porter                           | Fisher and Porter                                                     |
| 6        | Motor Control Centers/Motor Starters | GE                                                 | GE                                       | GE                              | GE                                          | Square D                                                              |
|          | TOTAL BASE BID                       | \$1,619,443.00                                     | \$1,728,500.00                           | \$1,830,000.00                  | \$1,845,000.00                              | \$1,868,000.00                                                        |



# CITY OF SUGAR HILL

---

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

**TO:** MAYOR AND COUNCIL  
**FROM:** SANDY RICHARDS  
**DATE:** AUGUST 10, 1992  
**RE:** COST OF COPIES

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*As requested, I have attempted to calculate the cost incurred by the city to reproduce documents. Please see attached statement.*

*The attached statement is based on monthly approximations of the amount of paper and toner. However, I used an average salary of all office personnel, including Ms. Foster and myself, to calculate the amount of wages involved with making copies. Approximately, 40 hours per month are spent making copies.*

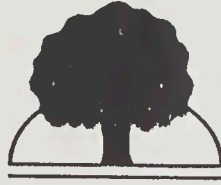
*I hope this information is helpful when assessing the amount with which to charge for copies.*

*Should the council need further information, please let me know.*

**MONTHLY COST FOR COPY REPRODUCTION**

|                           |                          |                 |
|---------------------------|--------------------------|-----------------|
| PAPER                     | 1 box (2500 sheets)      | \$39.95         |
| TONER                     | 1 box                    | \$80.00         |
| COPIER MAINT              | (\$680 for 6 months)     | \$113.34        |
| SALARY                    | (\$8.50 avg/hr x 40 hrs) | <u>\$340.00</u> |
| <b>TOTAL MONTHLY COST</b> |                          | <b>\$573.29</b> |

divided by 2500 sheets    \$ .23/sheet



# CITY OF SUGAR HILL

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

**TO: MAYOR AND COUNCIL**

**FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE**

**DATE: AUGUST 10, 1992**

**RE: COUNTY'S RESURFACING FUNDS FOR 1992**

---

As part of the County's resurfacing program which was implemented in 1991, the City of Sugar Hill has been approved to receive funds for 1992. During 1991, the City received \$67,000. However, the amount approved for 1992-1993 is \$57,434.

Kathy Williamson inquired about the reduction in the amount of funds for 1992, since the property assessments had increased. She was told by county officials that there is a 20% reduction in funds for the county's Street and Bridge budget and that the decrease that Sugar Hill is facing is our percentage portion of that reduction.

Ms. Williamson was also told that the City of Sugar Hill will be receiving funds to improve drainage for 1992-1993. That amount is \$12,591.00



# CITY OF SUGAR HILL

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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  
DATE: AUGUST 7, 1992  
RE: CHANGE OF STREET NAME AS PER COUNTY & STATE LETTER

---

I suggest using Nelson Brogdon Boulevard from Buford Highway (U.S. 23) to Pinedale Circle, if acceptable to other jurisdictions. I would also suggest that we request Gwinnett County to continue the use of this name to the river.

Preliminary talks with Gwinnett D.O.T. indicate that they would look favorably on this request.



**GWINNETT COUNTY**  
Department of Transportation  
Administration Division  
(404) 822-7400

10 July 1992

Kathy Williamson  
Sugar Hill City Hall  
4988 West Broad Street  
Sugar Hill, GA 30518

Dear Ms. Williamson,

Attached please find a copy of a letter received by Gwinnett County Department of Transportation from the State of Georgia Department of Transportation in reference to the use of state and federal route numbers as addresses. This letter recommends that properties along state and federal routes not use the route number as an address, but use a roadway name instead.

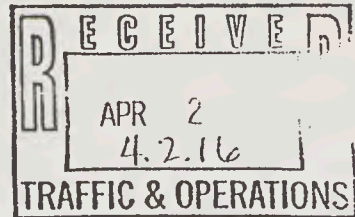
Gwinnett County would like to enlist the support of the municipalities in finalizing a list of breakpoints for local names which are used along state and federal routes. Your assistance in providing us with the breakpoints used by your municipality will be greatly appreciated. These should occur at intersections and not at city limits, as the city limits can expand, but the intersection will remain stable. It is important that the breakpoint decided upon not be changed in the future, as this will only cause more confusion. The attached names and breakpoints are suggested by Gwinnett County; if these are not acceptable, please let us know.

There has been some interest expressed in having a single road name from the beginning to the end of a state route in Gwinnett County in order to establish continuity and simplify road names for the public. While this suggestion has many favorable aspects, the implementation will require cooperation and commitment from both the cities and the county. Please let me know if you feel this suggestion has any merit.

If you have any questions, please free to call either Patsy Campbell (822-7463), Betty Harper (822-7470), or Carmen Leatherwood (822-7523).

Respectfully,

*Patsy D. Campbell*  
PATSY D. CAMPBELL  
Traffic Records Coordinator



## Department of Transportation

Office of District Engineer  
P.O. Box 1057  
Gainesville, Georgia 30503-1057

April 1, 1992

Mr. Joseph Womble  
Gwinnett County Traffic Engineer  
75 Langley Drive  
Lawrenceville, GA 30245-6900

SUBJECT: State/Federal Route Revisions

Dear Mr. Womble:

There have been some questions arise as to address changes in connection with route changes. As you are aware, the changing transportation picture in many areas necessitate the realignment of state and/or Federal routes.

One specific instance of such action occurred recently when State Route 316 was opened from State Route 8 near Dacula into the Barrow County area. At that time US 29 was relocated onto the new route and will eventually run common with State Route 316 to the Athens Perimeter in Clarke County. There may be other similar revisions in state or federal routes in the future in conjunction with reconstruction projects or routes might simply be removed from the state system.

It is our opinion that addresses should not reference state or federal route numbers, but rather should refer to local road names since names seldom change. This is for your information and review. If we can be of assistance in any matters that pertain to transportation, please feel free to let us know.

Yours very truly,

DEPARTMENT OF TRANSPORTATION  
By:

Joseph M. Fletcher  
District Traffic Engineer

JMF:TJW:kc

US 23

Buford Highway

FROM: DeKalb County Line

TO: South Lee Street

Gainesville Highway

FROM: South Lee Street

TO: Hall County Line

SR 20

Buford Drive

FROM: Pike Street

TO: Buford Highway

Nelson Brogdon Boulevard

FROM: Buford Highway

TO: Peachtree Ind Blvd

North Avenue

FROM: Peachtree Ind Blvd

TO: Sycamore Road

Cumming Highway

FROM: Sycamore Road

TO: Forsyth County Line





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

MEMORANDUM

TO: MAYOR & COUNCIL  
FROM: WADE QUEEN, DIRECTOR OF GOLF *WQ*  
DATE: AUGUST 7, 1992  
RE: TWILIGHT GOLF RATES

---

As requested by the Council on July 13, 1992, we have compiled the attached information on twilight rates. As you will note, there is a wide variation of policy and prices.

After talking with Mr. Willard Byrd and Wayne Forrester, I would recommend we not introduce the twilight rate at this time for the following reasons. According to Mr. Byrd if we were going to start a twilight rate, it would be the wrong time of year. Since the course is still growing in, we feel it would be damaging to the course if we should succeed in putting large numbers of players on the course in a short period of time. It also appears we would be turning full price players into discount players. I feel that there may be a place for some type of discount coupons incorporated into our advertising.

TWILIGHT GOLF RATE INFORMATION

| <u>COURSE</u>  | <u>FEEES</u>                           | <u>STARTING TIMES</u> | <u>COMMENTS</u>               |
|----------------|----------------------------------------|-----------------------|-------------------------------|
| ROYAL LAKES    | \$25 w/cart                            | 5:00                  | As few as 3                   |
| CHATTAHOOCHEE  | \$9 walking                            | 6:00                  | Rough on course               |
| CHICOPEE WOODS | \$13.65 w/cart                         | 5:30                  | Sometimes very few            |
| SPRINGBROOK    | \$6 walking                            | 7:00                  | Quite a few, 10-20            |
| LAKE LANIER    | \$30 wklys only                        | 4:00                  | Sometimes 30<br>Sometimes few |
| STOUFFER P. I. | NONE                                   |                       | It's not worth it.            |
| HONEY CREEK    | NONE                                   |                       | It's not worth it.            |
| SUGAR CREEK    | \$18 w/cart<br>9 holes only after 4:00 |                       | No comment                    |
| BERKLEY HILLS  | NO TWILIGHT RATES                      |                       |                               |
| BOBBY JONES    | \$20 w/cart                            | 6:00                  | No comment                    |
| CHAMPION       | \$27.50 w/cart                         | 5:00                  | No comment                    |
| CHATEAU ELAN   | \$27                                   | 5:00                  | No. of play varies            |
| METROPOLITAN   | 9 HOLE RATE                            | 6:00                  | No comment                    |

CALLED COUNCIL MEETING  
WEDNESDAY, AUGUST 19, 1992  
7:00 P.M.

A G E N D A

- A) Swear in Keith Pugh to Appeals Board
- B) Merger with Mid-American (G.S.I.)
- C) Bids for Sewer Treatment Plant

DATE: August 13, 1992  
TO: Mayor and Council  
City of Sugar Hill  
From: Steven C. Bailey  
RE: WWTP June 16 Bid

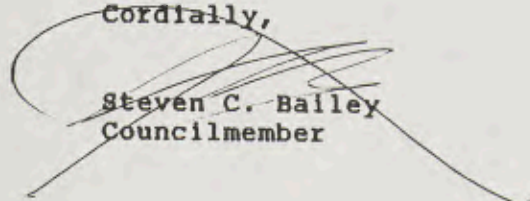
On June 9th, I wrote a letter to you regarding concerns I had of the bid package for the new WWTP. Since that letter was written, the following items have been revealed. These are in the same order as my original letter (copy attached).

- 1) Addendum issuance was announced 6/11/92, five (5) days prior to the bid date of 6/16/92. Addendum packages were sent out that day to be received on 6/12/92, with the exception of M & H Construction which chose to manually pick up their package on 6/11/92. Since the nature of the addendum was to open up bidding to allow more bidders and was not a technical change, the time allowed before the bid opening, in my opinion, was sufficient and evenly applied.
- 2) Multiple providers of equipment, and reiteration of acceptance of alternate deducts were emphasized, as long as they met the absolute minimum requirements.
- 3) The Project Engineer feels that the experience factors were necessary to assure compliance with the design goals, thus they were not modified.
- 4) Specified items did, by reference to allowance of alternate bids, have "equals" if they could be proven during Engineer's review.

Further, in consideration of the Engineer's recommendation letter of 7/27/92, I'm convinced that the proposed provider (Topco) meets and/or exceeds the Engineer's requirements. Therefore I can find no rational reason at this time to forestall award, and by this letter, state my approval to move forward.

It is my judgement that awarding at this time will prove to be the most cost effective decision and will insure that there will be no increases which most often occur in re-bidding a project.

Cordially,

  
Steven C. Bailey  
Councilmember

DATE: June 09, 1992

TO: Mayor and Council  
City of Sugar Hill

FROM: Steven Bailey, Councilmember

RE: WWTP June 16 Bid

Gentlemen;

After reading the attached letter from an equipment manufacturer, Hi-Tech, Inc. concerning open and competitive bid issues relative to the above project, it is my request that the Council should immediately:

Instruct the project engineer, Piedmont, Olsen, and Hensley to issue an addendum to the project specifications that:

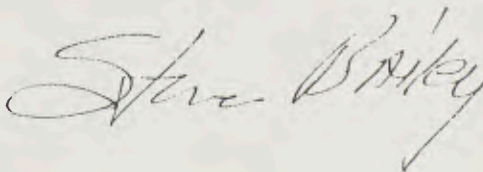
- 1) Will delay bid opening by at least one(1) week.
- 2) Insure that there are at least three (3) providers of all equipment that are acceptable by name or are equal as to qualifying and meeting the minimum experience requirements.
- 3) Modify the experience requirements so as to allow the maximum number of competitive bidders without sacrificing design integrity or project quality.
- 4) Insure that all specified items have language that will allow an "equal" to be considered.

It is in the interest of the City of Sugar Hill to allow open and competitive bidding to insure maximum value for our citizens' money and to eliminate any future concerns of "sole sourcing" and "vendor lock" of equipment or services of which the City would be held economically hostage to in the future.

Therefore, gentlemen, since the bid opening is currently scheduled for June 16, 1992 at 2 PM, it is imperative that this issue be added to the agenda of our next council meeting if so scheduled prior to June 16th and if no such meeting is scheduled, then let this letter serve as a request for a meeting to be called.

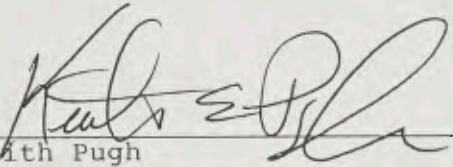
I'm certain that all of you can appreciate the importance and urgency in this matter so as to be assured that the City of Sugar Hill will be getting the best WWTP possible at the lowest expense to our citizens.

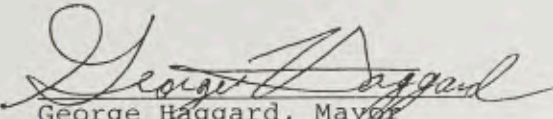
Looking forward to your response;



OATH OF OFFICE  
CITY OF SUGAR HILL

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

  
\_\_\_\_\_  
Keith Pugh

  
George Haggard, Mayor

8/19/92  
Date



WORK SESSION  
MONDAY, AUGUST 31, 1992  
7:00 P.M.

A G E N D A

- A) Comprehensive Plan Update

WORK SESSION  
MONDAY, AUGUST 31, 1992  
7:00 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, August 28, 1992.

In attendance: Mayor George Haggard and Council Members Roger Everett and Jim Stanley, Planning & Zoning Board Members Jay Asgari, Melinda Petruzzi, Keith Pugh and Ed Schoeck, City Manager Kathy Williamson, Director of Finance Sandy Richards, Director of Utilities and Development Ken Crowe and Mike Warrix with Mayes, Sudderth & Etheredge.

Work Session called to order at 7:03 p.m. by Mayor Haggard.

Comprehensive Plan Update

Mike Warrix with Mayes, Sudderth & Etheredge, states that he has been working with the Planning & Zoning Board for the past 8 months and they now have a draft devised. Mr. Warrix states that pages 1 - 46 addresses the current Inventory & Assessment the City has. Pages 46 - 57 is the Goals & Objectives section of the plan and page 57 begins the Implementation Strategy for the City. Mr. Warrix states that this is the working part of the plan. He met with the City Manager and Director of Finance this morning to discuss current projects that are underway so they can be included in the work program. Mr. Warrix states that everyone has received a copy of the most current draft and asks if anyone has any comments or recommendations.

Corrections were made to typos and discussions were held on matters such as updated school system information, acreage in existing landfill facility and how much of the landfill is currently permitted, goals and objectives section of the plan and historical locations.

Mr. Warrix states that some of the highlights in the Comprehensive Plan are the expected population growth, the outer loop, the new sewer treatment plant, recreational facilities and the need for more administrative workers and buildings to coincide with the expected growth.

More discussion held on recreation, language needed in the plan to limit mobile homes and high density developments, land use plan and map, and whether or not map needs to be more detailed.

Mr. Warrix states that the Public Hearing will be held on Monday, September 14, 1992 at 7:30 p.m. during the regular Council Meeting. At that Public Hearing, Mr. Warrix will have a display board with the major recommendations of the plan and make a short presentation. At that time, the public will be given a chance to make comments and/or recommendations. Mr. Warrix states that a Resolution should be adopted at this meeting to send the plan to the Atlanta Regional Commission.





WORK SESSION  
MONDAY, AUGUST 31, 1992  
MINUTES, CONT'D.  
PAGE 2

Discussion is held on whether or not to have the Public Hearing at the regular Council Meeting. Everyone is in agreement to having the Comprehensive Plan Public Hearing on September 14, 1992, as was originally discussed.

Appeals Board

Council Member Stanley states that there is still some confusion with the Appeals Board Members and what their authority is. He suggests having a Work Session with the Mayor and Council and the City Attorney to discuss this matter. He states that the City Attorney is currently reviewing the matter.

Hurricane Relief Effort

City Manager Kathy Williamson states that the City is organizing a Hurricane Relief Effort for the victims of Hurricane Andrew who live in South Louisiana. She disseminates a handout and urges everyone to participate and to get the word out to friends and neighbors. Refer to handout.

Work Session adjourned at 8:35 p.m.

*Judy Foster*

## CITY OF SUGAR HILL

### HURRICANE ANDREW DISASTER RELIEF EFFORT

From the concern of the city employees for the victims of Hurricane Andrew, the City of Sugar Hill is coordinating an effort to send relief supplies to the South Louisiana hurricane stricken areas. Specific items needed are as follows:

1. Non-Perishable foods (canned goods)
2. Baby Supplies such as disposable diapers, formula, jar baby food, etc.
3. Bedding Supplies (sheets, pillows, etc.)
4. Batteries, flashlights, candles, matches, sterno, small cameras with film for insurance purposes

DONATIONS IN THE FORM OF CHECKS ONLY WILL BE ACCEPTED AT CITY HALL. ALL CHECKS ARE MADE PAYABLE TO THE ORDER OF SUGAR HILL DISASTER RELIEF ACCOUNT.

TIME IS OF THE ESSENCE! DELIVERY IS PLANNED FOR SEPTEMBER 4TH AND 5TH.

PLEASE BRING ONLY NEW SUPPLIES AS OLD OR USED SUPPLIES CANNOT BE REPAIRED!

ITEMS ARE BEING COLLECTED AT THE SUGAR HILL COMMUNITY CENTER BETWEEN THE HOURS OF 8 TO 5

IF YOU HAVE ANY QUESTIONS, PLEASE CALL CITY HALL AT 945-6716



SEPT.

MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 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) Comprehensive Plan Public Hearing
- B) Speedbumps on Hillcrest Drive
- C) Cost of Copies
- D) Kurt Sutton Property - Appraisal

New Business

- A) Allen Richardson - Board of Appeals Authority
- B) Allison Caldwell - Sign Ordinance
- C) "Take Pride in Gwinnett" Proclamation
- D) Weed Control Ordinance Proposal
- E) Gas Service on Johnson Road

City Manager's Report

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 1992  
7:30 P.M.

M I N U T E S

Notice posted at City Hall at 12:00 noon on Friday, September 11, 1992.

In attendance: Mayor George Haggard, Council Members Thomas Morris, Steve Bailey, Reuben Davis, Roger Everett and Jim Stanley, and Planning & Zoning Board Members Gary Chapman, Jay Asgari and Edward Schoeck.

Meeting called to order at 7:35 p.m. by Mayor Haggard.

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

Minutes

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

Planning & Zoning Board

There was no Planning & Zoning Board Meeting last month.

Appeals Board

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

Recreation Board

Council Member Davis has nothing to report.

Budget & Finance

Council Member Bailey reports the following results from August operations: General Fund <\$40,027>; Sanitation Fund <\$1,883>; Gas Fund \$17,583; Water Fund \$3,784; Street & Bridge Fund <\$11,412>; Sewer Fund <\$15,303>; Golf Course Fund <\$4,127>; Total <\$51,385>. Mr. Bailey states that the City had a total cash balance of \$140,321.47 at the end of August. Finally, Mr. Bailey states that the City spent \$44,771 in construction costs for the golf course and sewer treatment facility and they do not anticipate any more draws for the golf course construction itself. Refer to memo.

Recess

Council Member Morris moves to recess the Council Meeting to hold the Comprehensive Plan Public Hearing. Second to the motion by Council Member Bailey. Vote unanimous.

Comprehensive Plan Public Hearing

Public Hearing called to order at 7:45 p.m. by Gary Chapman.

Refer to list of residents in attendance.

MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 1992  
MINUTES, CONT'D.  
PAGE 2

Gary Chapman briefly explains that the Comprehensive Plan is a twenty year plan that is mandated by the state for each municipality and county to have. Mr. Chapman states that it is a goals and objectives plan which includes an implementation strategy. Mr. Chapman introduces Paul Wagner with Mayes, Sudderth & Etheredge, who was the consulting firm the City hired to assist in completing the Comprehensive Plan.

Paul Wagner with Mayes, Sudderth & Etheredge states that the public will have a chance to comment or ask questions concerning the Comprehensive Plan after his presentation. Also, written comments will be accepted at the Clerk's Office in City Hall for two weeks from this date.

Mr. Wagner gives his presentation of the draft Comprehensive Plan and includes the highlights of the plan in reference to Economic Development, Natural/Historic Resources, Community Facilities and Land Use. Refer to handout.

Mr. Wagner asks for public input at this time.

A resident asks what the City's definition of low density is. Mr. Chapman states that RS-150 is the lowest density residential zoning classification the City has and they felt that this was needed since there has been an influx of higher density zoning classification developments over the past few years.

Resident Diane Spivey states that she wishes to express her disappointment in the low priority of education in the Comprehensive Plan. She states that our children's future totally relies on us and our attitudes about education. Ms. Spivey recommends establishing an Educational Development Committee, like the Economic Development Committee, to coordinate the future educational development of our youth. Discussion is held on this matter.

There were no other comments regarding the draft Comprehensive Plan.

Public Hearing adjourned at 8:02 p.m.

Reconvene

Council Member Morris moves to reconvene the Council Meeting. Second to the motion by Council Member Everett. Vote unanimous.

Meeting reconvened at 8:02 p.m.

Approval of the Draft Comprehensive Plan

Council Member Stanley moves to approve the draft Comprehensive Plan as presented to the Mayor and Council and forward it to the Atlanta Regional Commission with the amendment to the draft to



MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 1992  
MINUTES, CONT'D.  
PAGE 3

include the establishment of an Educational Development Committee. Refer to Resolution. Second to the motion by Council Member Bailey. Vote unanimous.

Speedbumps on Hillcrest Drive

City Manager Kathy Williamson reports that the County contacted her about using Sugar Hill as one of their experiment locations for speedbumps and they stated that they are hiring an individual to coordinate this project and will contact us again once this individual has been hired.

Cost of Copies

City Manager Kathy Williamson states that the Director of Finance has completed a survey of other cities regarding how much they charge for copies. Every city in Gwinnett County charges 25¢ per copy and no other municipality in the state, that she could find, checks out copies of documents to be reproduced elsewhere. Refer to memo and recommended policies and procedures. Mayor Haggard states that he does not recommend checking out copies of documents. Discussion held on this matter. Council Member Stanley moves to accept the recommendation by the Director of Finance to establish the Policies and Procedures for the Reproduction of Documents. Second to the motion by Council Member Bailey. Vote unanimous.

Kurt Sutton Property - Appraisal

Council Member Bailey states that the appraisal on the Kurt Sutton property has been completed and it appraised for \$125,000. Mr. Sutton was asking \$150,000 for the property. Mr. Bailey recommends some of the Council meet with Mr. Sutton to negotiate the procurement of this property if they are interested. Mr. Bailey states that certain grants may be available to purchase this property, however, the City does not have the cash on hand right now to purchase it. Discussion is held on what the property could be utilized for. City Manager Kathy Williamson states that she has already applied for a grant in the past to purchase this property and it was denied because of the lack of low income housing in the neighboring area. Mrs. Williamson states that the appraisal shows that it is only 1.74 acres, but it was proposed by Mr. Sutton to be approximately 3 acres. Mr. Bailey states that Mr. Sutton may make some type of financial arrangement with the City if they are interested. Mayor Haggard states that the property could probably be utilized to house a security person to prevent all the vandalism they have experienced at the park. Resident Brenda Bowie states that her property adjoins the park property and they never lock the gates at the park, the lights are left on the ballfields until 2:00 a.m., and there are people there drinking and squealing tires into all times of the night. Mrs. Williamson states that the Gwinnett County Police Department asked the City not to lock the gates so that they can get in to patrol the park regularly. Bobbie Queen addresses other complaints. Mrs. Queen states that it is the tennis court



MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 1992  
MINUTES, CONT'D.  
PAGE 4

lights that are being left on, not the ballfield lights. Mrs. Bowie states that it is the ballfield lights. Mrs. Queen asks Mrs. Bowie to contact her if they are left on again because they should be turned off by midnight and you have to have a key in order to turn the lights on. Council Member Stanley moves to table this item and continue discussions on this matter with the Planning & Zoning Board. Second to the motion by Council Member Bailey. Vote unanimous.

Allen Richardson - Board of Appeals Authority

City Manager Kathy Williamson states that Allen Richardson went before the Board of Appeals requesting a sign variance and they asked that this item be on the Mayor and Council's agenda. After that meeting, Council Member Stanley asked the City Attorney to review the authority the Appeals Board has on such matters. Allen Richardson, Developer of Sugar Crossings Subdivision, states that they need a sign at Highway 20 and Old Cumming Road to direct potential buyers to his subdivision. Mr. Richardson states that when he went to the Appeals Board for a sign variance to allow this sign, Council Member Stanley questioned whether or not the Appeals Board had the authority to grant a variance on signs. Therefore, Mr. Richardson is making a proposal for a community sign. Refer to proposal. This proposal would allow up to six subdivisions to be on each sign to direct potential buyers to their subdivisions. The sign would have the subdivision name, price range and arrow directing towards the subdivision. The City would not be involved in putting up the signs, etc. unless they choose to. Mr. Richardson would like to present this to the Planning & Zoning Board to try to get the sign ordinance amended to allow this. He is asking for direction from the Mayor and Council. Mayor Haggard states that he has received several phone calls from residents who do not want signs cluttering the City intersections. Mr. Richardson states that he only wants to know if he is on the right track. Council Member Morris states that he is on the right track, however, the Mayor and Council needs a recommendation from the Planning & Zoning Board to amend the sign ordinance. Mr. Richardson states that he will address this matter with the Planning & Zoning Board. Mr. Richardson asks if the Council could, in the meantime, allow the current signs that the City puts up on Fridays and takes down on Mondays, be left up all week instead of just weekends, for at least 60 days. Council Member Stanley states that the sign ordinance is a part of the Zoning Ordinance and any amendments to the Zoning Ordinance has to be advertised and a Public Hearing held before it can be amended. Therefore, he does not believe the Council has the authority to leave the signs up all week because that would be an amendment to the sign ordinance. Council Member Stanley presents some pictures of some intersections, outside the city limits of Sugar Hill, which are cluttered by signs and are unattractive. Mr. Stanley states that the authority of the Appeals Board is very limited and each application for any type variance must be treated





**MAYOR & COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 1992  
MINUTES, CONT'D.  
PAGE 5**

separately because certain types of requirements must be met for each request. Refer to legal opinion by the City Attorney. City Attorney Lee Thompson comments on his legal opinion. Mayor Haggard states that these real estate people needs some relief. More discussion held on this matter. Joanne Bagwell with Northeast Georgia Real Estate, states that she understands the need for control with signs, however, she does not see anything wrong with a sign like Mr. Richardson has proposed which is an attractive sign. Ms. Bagwell states that signage is the most effective way real estate agents can direct potential buyers to their homes. Council Member Stanley moves to table this matter and refer it to the Planning & Zoning Board for their recommendations before the next Mayor & Council Meeting. Second to the motion by Council Member Bailey. Council Member Everett abstains from voting. Vote unanimous.

**Allison Caldwell - Sign Ordinance**

Allison Caldwell thanks the Mayor and Council for the opportunity to state their concerns on the sign ordinance. Ms. Caldwell states that they have to follow the Gwinnett County sign ordinance up to the Sugar Hill city limits and then it changes. They would like some relief and she has no problem with the proposal Mr. Richardson has submitted. She is recommending the Mayor and Council appoint a committee to come up with a solution to this problem. Council Member Stanley states that the Planning & Zoning Board is the appropriate committee to address this matter. Mr. Stanley states that Ms. Caldwell needs to attend the Planning & Zoning Board Meeting next Monday to discuss this matter with them. John McCrory, President of the Gwinnett Board of Realtors, apologizes for some misquotes in a recent newspaper article regarding the City's sign ordinance. Mr. McCrory comments briefly on some of the problems real estate agents have due to this restrictive sign ordinance. Mr. McCrory states that they will attend the Planning & Zoning Board Meeting next week to try to get some relief.

**"Take Pride in Gwinnett" Proclamation**

Mayor Haggard proclaims October 17, 1992, as "Take Pride in Gwinnett Day" and asks the citizens to support efforts to preserve the natural resources in our community. Refer to Proclamation.

**Weed Control Ordinance Proposal**

City Manager Kathy Williamson states that the City has received several complaints from residents concerning property owners who do not maintain their yards properly. Whenever, the City receives these complaints, Mrs. Williamson notifies the property owner and asks them to maintain their yards. However, the City does not actually have an ordinance to enforce this problem. Mrs. Williamson states that they have obtained a sample ordinance from the City of Lilburn regarding this matter and this is for the Mayor and Council to review. Council Member Stanley moves to table this matter until next month's meeting. Second to the motion by Council Member Morris. Vote unanimous.



Recess

Mayor Haggard calls for a short recess.

Meeting recessed at 9:19 p.m.

Meeting reconvened at 9:32 p.m.

Gas Service on Johnson Road

Director of Utilities Ken Crowe states that the property owner of a 400 acre tract of land on Johnson Road has contacted the City about the possibility of running natural gas out there. The proposed development is about one mile down Johnson Road from Suwanee Dam Road and would consist of approximately 800 homes. Mr. Crowe states that our gas consultants, Welker & Associates, have studied the possibility and have suggested that if the City chooses to do so, they recommend running additional high pressure gas line which would require installing two new regulator stations. The cost for this project would be approximately \$80,000. Mr. Crowe states that if the City does not pursue this project, Atlanta Gas Light will obtain that area for their gas service. Council Member Morris states that the City may lose the gas service for the Meca property if Atlanta Gas Light gets permission from the Public Service Commission to service that area. Discussion is held on this matter. Mr. Crowe and Welker & Associates recommends going forward with this project. Council Member Bailey moves to accept the Director of Utilities and the Gas Consultants recommendation to service gas on Johnson Road. Second to the motion by Council Member Davis. Vote unanimous.

City Manager's Report

City Manager Kathy Williamson states that she would like to honor the 5 employees, who went to Louisiana for the Hurricane Relief Effort, at the Council Meeting next month. Mrs. Williamson states that they gave out 400 boxes in 4 hours during that effort.

Mrs. Williamson states that the Director of Finance and herself have been looking into refinancing the bonds at a lower interest rate. However, the point of arbitrage is holding us back because it would cost more than we could save.

Mrs. Williamson also reports that she is trying to get a lower rate for policemen to patrol the City during Halloween. Mrs. Williamson states that we cannot do that only for Frontier Forest, we have to do it for all neighborhoods.

Director of Golf's Report

City Manager Kathy Williamson states that the Director of Golf could not be in attendance tonight. She reports that the driving range should be open within the next two weeks.

Citizen's Comments

Rick January, of 1282 Frontier Forest Drive, states that the Council should consider utilizing the 74 acres it owns for community facilities instead of purchasing more property. Mr. January asks if the now vacant Council Chambers in City Hall can be utilized for office space. City Manager Kathy Williamson states yes, it will be used for additional office space. Mr. January feels that the City's sign ordinance is overly restrictive, however, he does not want to see signs everywhere.

Diane Spivey, of Pinedale Circle, states that perhaps the City could install a large sign identifying the City landfill where people would be able to find Sugar Hill easier.

Kevin Smith, of Sugar Creek Drive, commends the Mayor for the more frequent newsletter being sent out. Mr. Smith does not understand why a Council Member was appointed to the Solid Waste Task Force. He suggests replacing him with a resident and appoint Connie Wiggins as liaison to the Council for communication purposes.

Rick January states that he does not feel Connie Wiggins should have voting privileges on the Solid Waste Task Force because she is not a resident of Sugar Hill. He would rather Council Member Morris have voting privileges as a resident than Mrs. Wiggins. Council Member Morris states that Connie Wiggins does not have voting privileges on the Task Force. Mr. January states that he misunderstood that and then perhaps she would be better to serve as Chairman of the Task Force. Council Member Bailey states that he included in his motion to adopt a Task Force that a Council Member serve as moderator of the Task Force in order to have someone direct them because this plan has to be adopted within a certain time period. Mr. Bailey states that he felt Council Member Morris would be the most knowledgeable person to serve as liaison to the Council. Mr. Bailey states that he attended the last Task Force meeting and comments on the lack of progress the Solid Waste Task Force has made and are only now beginning to make progress. Before that meeting, Mr. Bailey states that he was prepared to make a motion tonight to dissolve the Task Force because of their lack of progress. Task Force Member Diane Spivey states that there is a lot of information for the Task Force to consume and that had to be done before they could begin making progress.

Adjournment

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

Meeting adjourned at 10:05 p.m.

*Judy Foster*



# CITY OF SUGAR HILL

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

TO: MAYOR AND COUNCIL  
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE  
DATE: SEPTEMBER 14, 1992  
RE: AUGUST BUDGET RESULTS

---

## OPERATIONS:

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

|             |            |
|-------------|------------|
| General     | <\$40,027> |
| Sanitation  | <\$ 1,883> |
| Gas         | \$17,583   |
| Water       | \$ 3,784   |
| Street      | <\$11,412> |
| Sewer       | <\$15,303> |
| Golf Course | <\$ 4,127> |
| Total       | <\$51,385> |

## CASH BALANCE:

At the end of August, the city had total cash in operating accounts of \$140,321.47. This does not include money held in investments.

## INVESTMENTS:

\$0.00 remain in our investment accounts at the end of August.

## CONSTRUCTION:


During August, the city spent \$44,771 for construction of the golf course and waste water treatment facility.

RESOLUTION

Be it resolved by the Mayor and Council that the City of Sugar Hill approve the "draft" Sugar Hill Comprehensive Plan as prepared and submitted by the Planning and Zoning Board. The two public hearings required by the Minimum Planning Standards and Procedures were held on January 13, 1992 and September 14, 1992.

Be it further resolved that said "draft" plan be formally transmitted to the Atlanta Regional Commission for review and recommendation.

This 14th day of September, 1992.

  
\_\_\_\_\_  
Mayor

ATTEST:

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



## SUGAR HILL COMPREHENSIVE PLAN HIGHLIGHTS

### ECONOMIC DEVELOPMENT

- \* Establish local economic development committee to coordinate future economic/industrial development activities
- \* Prepare "Target Industry" study to identify desired industry types

### NATURAL/HISTORIC RESOURCES

- \* Continue enforcing the provisions of the Chattahoochee River Tributary Protection Ordinance

### COMMUNITY FACILITIES

- \* Participate in coordinated planning activities with Gwinnett County and adjacent jurisdictions
- \* Continue evaluating alternative sources of water
- \* Complete Phases I and II of new wastewater treatment plant
- \* Adopt a Solid Waste Management Plan by July 1, 1993
- \* Prepare a Recreation Master Plan
- \* Acquire land for and construct a new city administrative facility
- \* Cooperate with Gwinnett County regarding the collection of impact fees for road improvements
- \* Continue sidewalk improvement program

### LAND USE

- \* Coordinate land use and public facility planning with Gwinnett County and neighboring jurisdictions
- \* Conduct a comprehensive review of the city's zoning ordinance and subdivision regulations
- \* Encourage commercial and industrial development at proposed Outer Loop interchanges
- \* Encourage low density residential development

09/14/92 Public Hearing Comprehensive Plan  
 Name Address

- Ka [unclear] 780 [unclear] Pine Ct.
- Shirley Starr Realtor 2411 Honeycomb Way
- Nellie Hayes Realtor 5496 Piedale Circle
- Randy Crawford (developer) 2444 Hwy 120, Duluth
- Lenita Mastus (Realtor) 2678 N. Bogart Rd. Buford
- Jane C. [unclear] (REALESTATE) (NGCA) 3523 Mt. View Rd. Gainesville
- Alan M. [unclear] 860 CREAMAC DRIVE LAWRENCEVILLE
- Tom Henderson 3828 S. ROCKBRIDGE RD SW MTN
- Frank J. [unclear] 535 ELIZABETH HATS
- Gov. B. M. Collier 4944 Diggins Way - Sugar Hill
- Robert Karsten 638 Edwards Ct.
- Lauri J. Hermitz 2054 Apples Circle Sugar Hill
- Diane Spivey 5647 Piedale Cr. Sugar Hill
- SILVA HINES 5474 PRINCETON OAKS LANE SUGAR HILL
- Jayce K. [unclear] 1282 Frontier Forest Dr. Sugar Hill
- Kevin Smith 5060 Sugar Creek Rd 30518
- Jan Stanley 448 S. Robert Dr. Sugar Hill
- Sharon Stanley 4181 S. Roberts Dr. Sugar Hill
- John McCrory President - Gwinnett County Board of Health. - Lawrenceville
- Abelism Caldwell Realtor of Atlanta Duluth
- Jill [unclear] 4955 Bent Crk Ct Sugar Hill
- Kathy [unclear] 4955 Bent Crk Ct Sugar Hill
- Night A Davis 4455 Emory Dr. - Sugar Hill
- Lee Thompson 206 Lancelot Way Lawrenceville, GA 30245
- Don & Joan Slayter 5396 Cumming Hwy. Buford, GA 30518
- J. W. Bailey 5677 PINEDALE CIRCLE Buford GA (Sugar Hill)

Ed Phillips 5162 Creek Lane Sugar Hill

Janet Heard 1321 Frontiers Dr Sugar Hill

C. N. Wright 815 Level Creek Rd. Sugar Hill

Rakot + Brenda Bowie 835 Level Creek Rd Sugar Hill

Hubert Joseph 5103 W. Broad St Sugar Hill

Penny London 1111 Danube Tr. Sugar Hill

Don Martin 1187 Richland Trce, Sugar Hill

Rose Payne 280 Old Spring Way Sugar Hill

Doug Hughes 4868 #7E

DONNA ZINSKIE 6147 Hwy. 20 SUGAR HILL

Stacey Kelley S'ville

Robin Thomasen Atlanta





GWINNETT COUNTY  
Department of Transportation  
Administration Division  
(404) 822-7400

August 18, 1992

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

Dear Mayor Haggard:

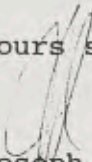
Thank you for your letter of July 15 regarding the installation of speed humps on Hillcrest Drive in Sugar Hill.

The Residential Speed Control Program will operate by neighborhood petition much like the present street light program.

We hope to have this program operational some time this Fall and will be in further contact with you at that time.

Thank you for your interest.

Yours sincerely,

  
Joseph E. Womble, P. E.  
Division Director of Traffic  
and Operations Division

JEW/af

c:\wp51\womble\haggard.ltr.\August 18, 1992



# CITY OF SUGAR HILL

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

TO: MAYOR AND COUNCIL  
FROM: SANDY RICHARDS  
DATE: SEPTEMBER 14, 1992  
RE: SURVEY OF CITIES ON COST OF DOCUMENTS

---

Per your request, I have put together a survey of other cities in Gwinnett County on the cost of documents and reproduction. Please see attached survey.

In all cases, these cities currently charge \$0.25 per page for most documents which are unique; such as minutes, specific pages from other documents and other special requests. All of the cities contacted stated that for major documents, such as zoning ordinances and financial reports, the governing body set a flat fee for purchase. This fee was based on the volume of paperwork and the time involved with reproduction. Since the size of the ordinances and financial reports differ from city to city, a comparison is ineffective. None of the cities contacted offered a check-out service for residents to view documents for any amount of time.

It is my recommendation that the Council of the City of Sugar Hill establish a set of policies for copies of documents. I have attempted to establish policies which address procedures to follow for copies of documents. Please review the attached recommended procedures and give me your opinion.

# SURVEY OF CITIES ON COST OF DOCUMENTS

| <u>CITY</u>            | <u>COST PER COPY<br/>UNIQUE ITEMS</u> | <u>COST PER<br/>MAJOR DOCUMENTS</u>                      | <u>CHECK-OUT<br/>SERVICE</u> |
|------------------------|---------------------------------------|----------------------------------------------------------|------------------------------|
| <i>Buford</i>          | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Suwanee</i>         | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Lawrenceville</i>   | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Snellville</i>      | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Duluth</i>          | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Gwinnett County</i> | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |
| <i>Sugar Hill</i>      | <i>\$0.25</i>                         | <i>Set fee based on volume<br/>of paperwork and time</i> | <i>None</i>                  |

RECOMMENDED POLICIES AND PROCEDURES  
FOR THE REPRODUCTION OF DOCUMENTS

The City of Sugar Hill allows, as part of the Open Records Act, any person to view most documents at city hall for no charge. In the event that a person wishes to take documents out of City Hall, special policies and procedures are to be followed. These policies and procedures change as it relates to the specific documents in question. The following is the list of specific documents and their special considerations:

1. Minutes:

Copies of the most current minutes from the Mayor and Council meeting will be supplied free of charge.

Requests for copies of minutes for more than one meeting must be made in writing to the City Clerk with the specifics on dates and subject matter. The City Clerk then has 36 hours to produce the requested information. The cost of the reproduction of the Sugar Hill Official Minutes shall be \$0.25 per page plus a charge for the time involved. This wage shall be the number of hours spent on gathering and reproducing the information times the lowest salary in the office as allowed by the Open Records Act.

2. Voters List:

Requests for copies of the computer generated voters list must be made in writing to the City Clerk. She then has 36 hours to produce the information requested. The fee for the voters list shall be \$0.01 per name on the list as established in the Sugar Hill Code.

3. Business License List:

Requests for copies of the computer generated business license list must be made in writing to City Hall. The front office clerk shall have 36 hours to produce the information requested. The fee for the business license list shall be \$10.00.

4. Operating Budget:

A copy of the most recent City of Sugar Hill Operating Budget shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Requests to purchase copies of the pre-printed operating budget must be made in writing to the Director of Finance. She then has 36 hours to produce the requested information. The fee to purchase the operating budget shall be \$10.00

5. Audited Financial Report:

A copy of the most recent City of Sugar Hill Audited Financial Statement shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Requests to purchase copies of the pre-printed audited financial report must be made in writing to the Director of Finance. She then has 36 hours to produce the requested information. The fee to purchase the audited financial report shall be \$25.00

6. Zoning Ordinance:

A copy of the Zoning Ordinance of the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the zoning ordinance are available at City Hall. The fee to purchase the zoning ordinance shall be \$15.00.

7. Subdivision Regulations:

A copy of the Subdivision Regulations of the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the subdivision regulation are available at City Hall. The fee to purchase the subdivision regulations shall be \$25.00.

8. Mobile Home Ordinances:

A copy of the Mobile Home Ordinance of the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the mobile home ordinance are available at City Hall. The fee to purchase the mobile home ordinance shall be \$15.00.

9. City Code:

A copy of the Code the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the Code are available at City Hall. The fee to purchase the Code shall be \$35.00.

10. Comprehensive Plan:

Five (5) copies of the Comprehensive Plan of the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the Comprehensive Plan are available at City Hall. The fee to purchase the Comprehensive Plan shall be \$15.00.

11. Solid Waste Management Plan:

Five (5) copies of the Solid Waste Management Plan of the City of Sugar Hill shall be available to residents to check out from City Hall for 24 hours. The resident must complete a check-out form and return the document to city hall within 24 hours. In the event that the document is not returned to the city in the specified time frame, the city will invoice the resident for the purchase price. <SEE ATTACHMENT A>

Copies of the Solid Waste Management Plan are available at City Hall. The fee to purchase the Solid Waste Management Plan shall be \$15.00.

12. Miscellaneous and Special Requests:

Copies of miscellaneous documents or specific pages from other documents shall be reproduced for a fee of \$0.25 per page. Special requests for copies of other information not addressed in these policies shall be made in writing to City Hall. The staff shall then have 36 hours to reproduce the information requested. The fee for the reproduced information shall be \$0.25 per page. In the event that the special request causes excessive time and involvement from the Sugar Hill Staff, an additional fee for time involved will be added. This wage shall be the number of hours spent gathering and reproducing the information times the lowest salary in the office as allowed by the Open Records Act.

<ATTACHMENT A>

CITY OF SUGAR HILL

CHECK-OUT FORM

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

DOCUMENT TO BE CHECKED OUT \_\_\_\_\_

DATE TO BE RETURNED \_\_\_\_\_

I, \_\_\_\_\_ understand that the document that I am checking out is a duplication of the original and that according to Georgia State Law any originals cannot leave City Hall. I further understand that the document that I am taking out of City Hall needs to be returned within 24 hours to the front office. If I do not return this document within 24 hours, I understand that I may be invoiced the purchase price of the document.

Signed: \_\_\_\_\_

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

APPRAISAL OF  
A SINGLE FAMILY RESIDENCE

Located at  
895 Level Creek Road  
Sugar Hill, GA, 30518

as of  
August 19, 1992

for  
Kathy Williamson  
City Manager  
City of Sugar Hill  
4988 W. Broad Street  
Sugar Hill, Georgia

by  
RONALD S. FOSTER & CO., INC.  
882 S. Peachtree Street  
Norcross, Georgia 30071  
(404) 662-0920



Property Address 895 Level Creek Road Census Tract 501 LENDER DISCRETIONARY USE  
 City Sugar Hill County Gwinnett State GA Zip Code 30518 Sale Price \$  
 Legal Description Dist 7, LL 290, Parcel 001 Date  
 Owner/Occupant Linda & Kurt Sutton Map Reference 105-N-6 Mortgage Amount \$  
 Price \$ N/A Date of Sale N/A PROPERTY RIGHTS APPRAISED Mortgage Type  
 charges/concessions to be paid by seller \$ N/A  Fee Simple Discount Points and Other Concessions  
 R.E. Taxes \$ 736.00 Tax Year 1991 HOA \$/Mo. None  Leasehold Paid by Seller \$  
 Lender/Client City of Sugar Hill  Condominium (HUD/VA) Source  
 De Minimis PUD

LOCATION  Urban  Suburban  Rural NEIGHBORHOOD ANALYSIS Good Avg. Fair Poor  
 BUILT UP  Over 75%  25-75%  Under 25% Employment Stability      
 GROWTH RATE  Rapid  Stable  Slow Convenience to Employment      
 PROPERTY VALUES  Increasing  Stable  Declining Convenience to Shopping      
 DEMAND/SUPPLY  Shortage  In Balance  Over Supply Convenience to Schools      
 MARKETING TIME  Under 3 Mos.  3-6 Mos.  Over 6 Mos. Adequacy of Public Transportation      
 PRESENT LAND USE % LAND USE CHANGE PREDOMINANT OCCUPANCY SINGLE FAMILY HOUSING PRICE AGE  
 Single Family 75 Not Likely  Owner  \$ (000) (yrs)  
 2-4 Family \_\_\_\_\_ Likely  Tenant  70 Low New  
 Multi-family 5 In process  Vacant (0-5%)  150 High 30  
 Commercial 10 To: \_\_\_\_\_ Vacant (over 5%)  Predominant  
 Industrial 5 \_\_\_\_\_  
 Vacant 5 \_\_\_\_\_ 85 - 10 Appeal to Market

Note: Race or the racial composition of the neighborhood are not considered reliable appraisal factors.  
 COMMENTS: Subject is located outside city limits of Sugar Hill, but within 2 miles of city hall. It is located next to E.E. Robinson Park.

Dimensions 210 x 50 x 330 x 253 x 44 x 200 x 90 Topography Abv Grade-Level  
 Site Area 1.74 acres Corner Lot Yes Size 1.74 acres  
 Zoning Classification R-75, Sing Fam Res Zoning Compliance Yes Shape Mostly rectangular  
 BEST USE: Present Use Recreational Other Use N/A Drainage Appears adequate  
 UTILITIES Public Other SITE IMPROVEMENTS Type Public Private View  
 Electricity   Street Asphalt   Landscaping Average  
 Gas   Curb/Gutter   Driveway Masonry  
 Water   Sidewalk Concrete   Apparent Easements None evident  
 Sanitary Sewer  Septic Street Lights Electric   FEMA Flood Hazard Yes\*  No N/A  
 Storm Sewer   Alley None   FEMA Map/Zone N/A

COMMENTS (Apparent adverse easements, encroachments, special assessments, slide areas, etc.): A survey was not available to the appraiser. The appraised value assumes no hidden adverse easements or encroachments. The lot dimensions were taken from warranty deed.

GENERAL DESCRIPTION EXTERIOR DESCRIPTION FOUNDATION BASEMENT INSULATION  
 Units 1 Foundation Mas C. Blk Slab Partial Area Sq. Ft. 714 Roof   
 Stories 1 Exterior Walls Brick Crawl Space Partial % Finished 100% Ceiling Avg   
 Type (Det./Ait.) Det Roof Surface Asph shgl Basement Partial Ceiling Drop Walls Avg   
 Design (Style) Ranch Gutters & Dwnspts. Metal Sump Pump No Walls Paneling Floor   
 Existing Yes Window Type Alum Dampness None evid Floor Carpet None   
 Proposed N/A Storm Sash None Settlement Normal Outside Entry Yes Adequacy Avg   
 Under Construction N/A Screens None Infestation None evid Energy Efficient Items:  
 Age (Yrs.) \_\_\_\_\_ Manufactured House No

| ROOMS    | Foyer | Living | Dining | Kitchen | Den | Family Rm. | Rec. Rm. | Bedrooms | # Baths | Laundry | Other | Area Sq. Ft. |
|----------|-------|--------|--------|---------|-----|------------|----------|----------|---------|---------|-------|--------------|
| Basement |       | 1      |        |         |     |            |          | 1        | 1       |         |       | 714          |
| Level 1  |       | 1      | 1      | 1       | 1   |            |          | 2        | 2.5     | 1       |       | 1,610        |
| Level 2  |       |        |        |         |     |            |          |          |         |         |       |              |

Finished area above grade contains: 5 Rooms; 2 Bedroom(s); 2.5 Bath(s); 1,610 Square Feet of Gross Living Area

ACES Materials/Condition HEATING KITCHEN EQUIP. ATTIC IMPROVEMENT ANALYSIS Good Avg. Fair Poor  
 Floors HW/Cpt/Vl/Avg Type Elec Refrigerator  None  Quality of Construction      
 Walls Pls/Pnl/Dry Fuel \_\_\_\_\_ Range/Oven  Stairs  Condition of Improvements      
 Trim/Finish Wood/Avg Condition Avg Disposal  Drop Stair  Room Sizes/Layout      
 Bath Floor C.T./Vl/Avg Adequacy Avg Dishwasher  Scuttle  Closets and Storage      
 Bath Wainscot C.T./Vl/Avg COOLING Fan/Hood  Floor  Energy Efficiency      
 Doors Wood/Good Central No Compactor  Heated  Plumbing-Adequacy & Condition      
 Other 3 Wdw Washer/Dryer  Finished  Electrical-Adequacy & Condition      
 Condition Avg Microwave  Kitchen Cabinets-Adequacy & Cond.      
 Adequacy Avg Intercom  Compatibility to Neighborhood      
 Fireplace(s) # Attached  Adequate  House Entry  Appeal & Marketability      
 CAR STORAGE: Garage  Detached  Inadequate  Outside Entry  Estimated Remaining Economic Life 50 Yrs.  
 No. Cars 2 Carport  Built-In  Electric Door  Basement Entry  Estimated Remaining Physical Life 50 Yrs.  
 Condition Avg None

Special features: Covered front porch, fenced dog pen in back yard.

Depreciation (Physical, functional and external inadequacies, repairs needed, modernization, etc.): Considering subjects age and construction, it is in average marketable condition. Subject will need central heating and air conditioning to bring it in line with comparable properties in the area.

General market conditions and prevalence and impact in subject/market area regarding loan discounts, interest buydowns and concessions: Sellers do offer concessions at times in this market. Therefore, where appropriate these conditions are adjusted for in the market approach on their estimated impact.

**BAILEY  
CABINET  
COMPANY  
INCORPORATED**

5252 NORTH AVENUE  
BUFORD, GEORGIA 30518  
(404) 945-4926

September 8, 1992

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

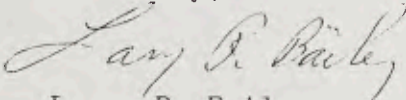
Re: Sign/Zoning Ordinance

Dear Mrs. Williamson,

As you know, we appeared before the Zoning Board of Appeals at their last meeting regarding a sign variance request.

We would like to meet with the mayor and council for the purpose of discussing a proposed sign ordinance change. Since I will be out of town, please put Allen Richardson's name on the agenda.

Sincerely,



Larry R. Bailey  
President

THOMPSON & SWEENEY, P.C.  
Law Offices

LEE THOMPSON, JR.  
VICTORIA SWEENEY  
GLENN P. 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

September 8, 1992

Ken Crowe  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518

VIA FACSIMILE AND  
REGULAR MAIL

RE: Legal Opinion regarding Interpretation of  
Zoning Ordinance

Dear Ken:

I am writing pursuant to your request that I provide you with an opinion as to whether the Board of Zoning Appeals for the City of Sugar Hill is authorized to grant a variance allowing for the erection of a real estate directional sign of a different type than that permitted by Section 609 of the Zoning Ordinance.

As you are aware, Article 14 of the Zoning Ordinance governs actions by the Board of Zoning Appeals. For the purposes of this opinion, I am assuming that all technical requirements including proper application and proper notices have been satisfied in connection with this request for variance. It is my understanding that you desire an opinion regarding whether the Board of Appeals is authorized to grant such a variance. Section 1402 of the Zoning Ordinance sets forth the powers of the Board of Zoning Appeals. One power provided to the Board is set forth in subparagraph 3 of that section. This subparagraph authorizes the Board of Appeals to grant variances which "will not be contrary to the public interest where, owing to special conditions a literal enforcement of the provision of the ordinance will, in an individual case, result in unnecessary hardship, so that the spirit of the ordinance shall be observed, public safety and welfare secured and substantial justice done." This subparagraph goes on to provide that "no variance may be granted for a use of land or building or structure that is prohibited by this ordinance."

After reviewing the pertinent sections of the Zoning Ordinance, it is my opinion that the structure requested by the Applicant is not prohibited by the Zoning Ordinance. Section 609, subparagraph 3 provides that certain signs may be erected within the City of Sugar Hill without the necessity of obtaining a permit or paying a permit fee. Section J of this subparagraph provides that real estate directional signs for the purpose of directing consumers to homes for sale may be erected at any intersection

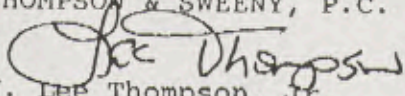
within the city limits with the exception of the intersection of Highway 20 and Peachtree Industrial Boulevard. This provision goes on to provide a description of these types of signs and that only one such sign per direction shall be located at any intersection. It is my understanding that the applicant has requested a variance to provide such a directional sign at an intersection which is not prohibited by the Zoning Ordinance and simply desires for the sign to be of a different size, type or description than that contained in the Zoning Ordinance. Since the provision of the Zoning Ordinance discussed above provides that the signs "shall be a blue generic real estate sign or a design to be approved by the City", it is my opinion that such signs are not prohibited but must be approved by the City. The Zoning Ordinance is silent as to what constitutes approval by the City, and it is conceivable that one could argue that approval by the Zoning Board of Appeals by way of a variance would be approval by the City.

Thus, for the reasons set forth above, it is my opinion that the Zoning Board of Appeals is not prohibited from granting such a variance or acting upon the variance. Having provided that opinion, I would caution to you that variances are to be granted for very specific purposes. These purposes are set forth in Section 1402 subparagraph 3 of the Zoning Ordinance. This provision provides that in order to grant a variance the Zoning Board of Appeals must determine that the Zoning Ordinance is imposing an unnecessary hardship on the individual applicant; that there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography; and that the conditions are peculiar to the particular piece of property involved and are not the result of any action of the property owner. The Zoning Board of Appeals must further find that if granted, the variance would not cause substantial detriment to the public good or impair the purposes and intent of the Zoning Ordinance. Although I have not reviewed all of the data in connection with this proposed variance, based on the information I have been provided, it appears that it would be very difficult for the Board of Appeals to determine that these criteria had been satisfied in connection with a real estate directional sign. However, each variance application must be reviewed upon its individual merits and the applicant given an opportunity to explain why these conditions are satisfied by this particular application.

If you have any questions regarding this matter or wish to discuss this matter further, please contact me at your convenience.

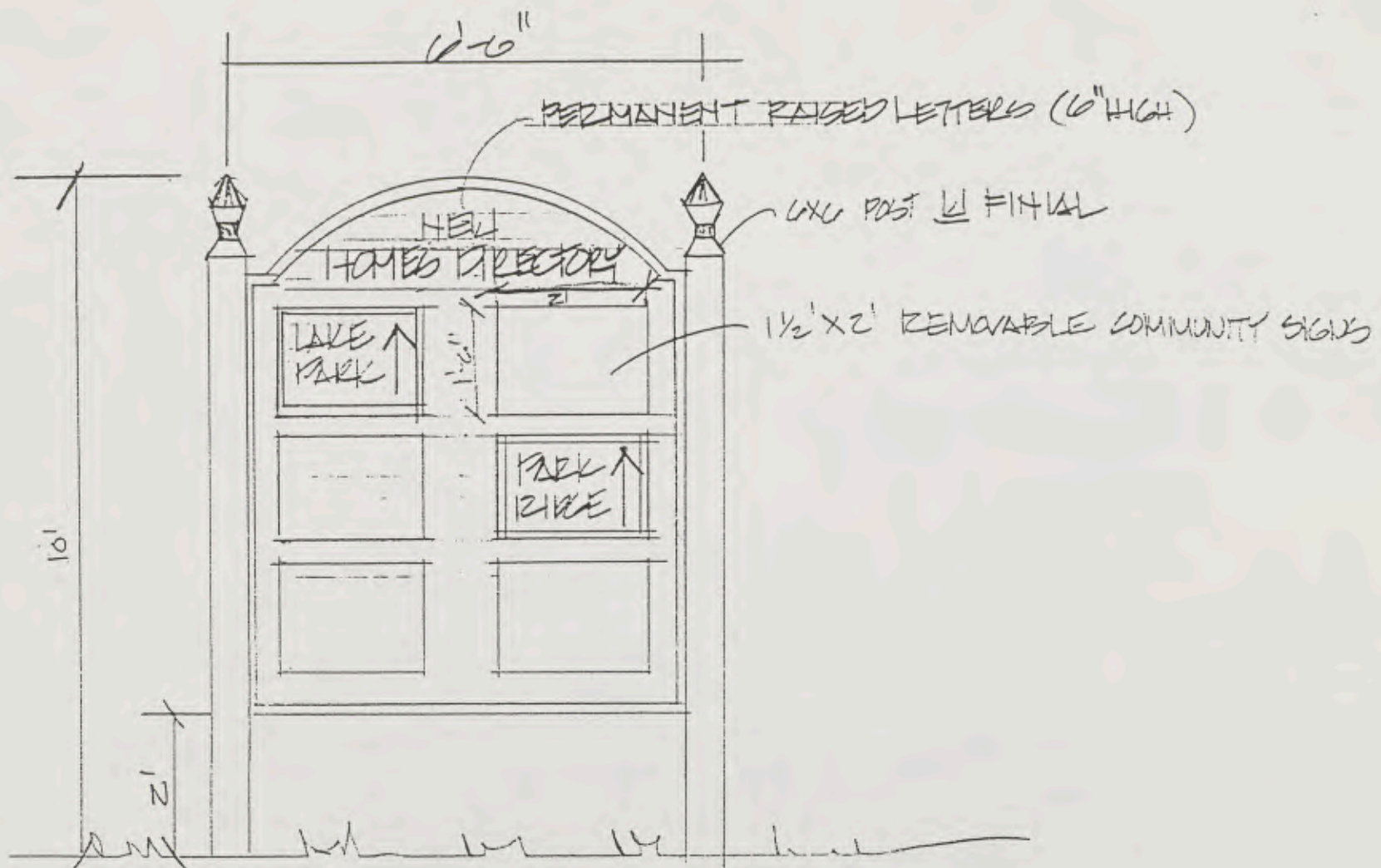
Sincerely,

THOMPSON & SWEENEY, P.C.

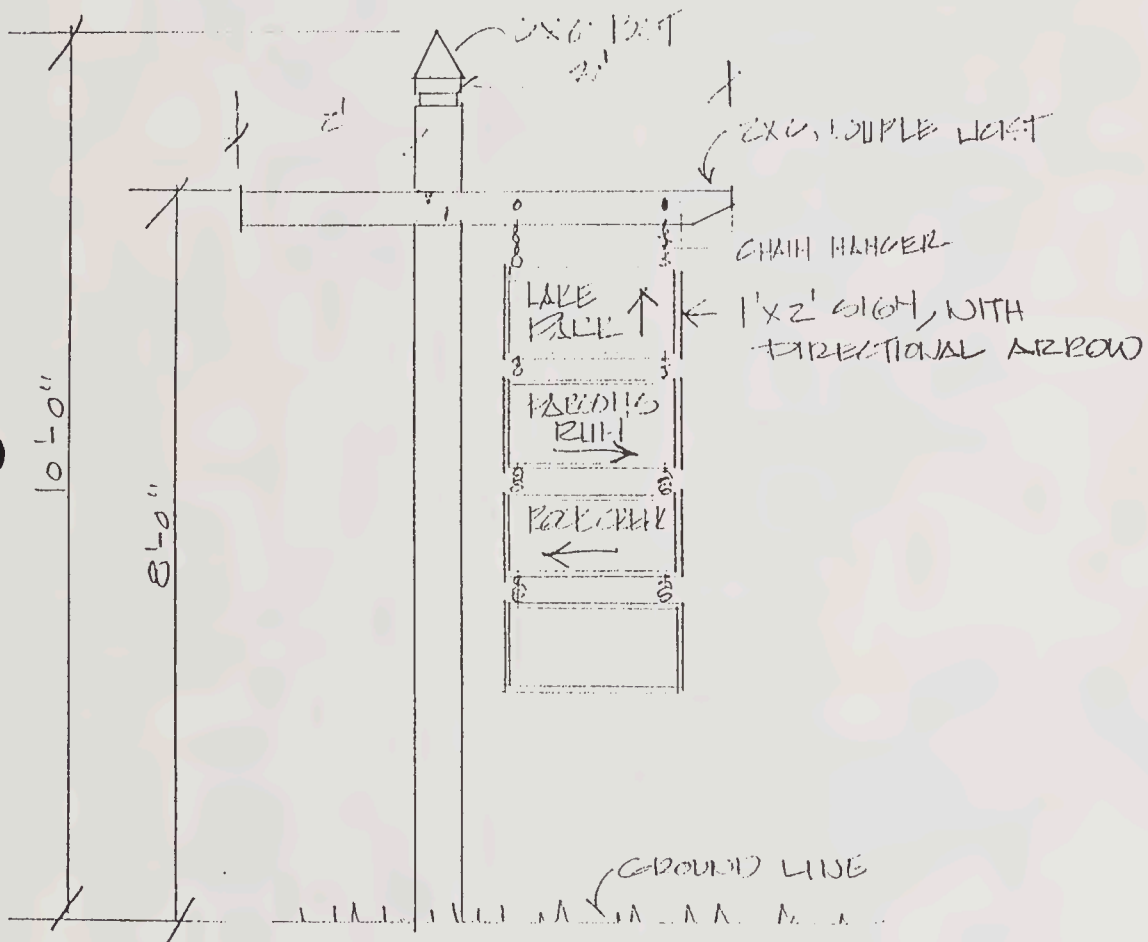
  
V. Lee Thompson, Jr.

VL:ksd

c: Kathy Williamson



DIRECTIONAL SIGN THREE  
 1/2" = 1'-0"



DIRECTIONAL SIGN ONE



Allison S. Caldwell  
Active Life Member Gwinnett Million Dollar Club

Aug. 21, 1992

To: Judy Foster  
City Clerk - City of Sugar Hill

Please place my name on the agenda  
for the Sept. 14, 1992 Council Meeting -  
I wish to discuss the current  
Sign Ordinance - There will be  
several of us in attendance.

Thank You -  
Allison Caldwell

**RE/MAX** of Atlanta  
3473 satellite blvd, suite 101  
atlanta (duluth), georgia 30136  
phone: (404) 476-2727  
residence: (404) 923-3767

CITY OF SUGAR HILL - ZONING ORDINANCE

Section 608. Annexation.

Any land subsequently annexed to the City of Sugar Hill shall be classified as to zoning district or districts at the time of annexation. The planning commission shall review the proposed annexation and shall report its recommendations for zoning of the properties involved to the city council within sixty (60) days of a request for recommendation. The city council shall advertise for the conduct at least one (1) public hearing in connection with any annexation.

Section 609. Signs and Posters.

The sign regulations herein shall apply to permanent and temporary signs whether attached to buildings or other structures, freestanding or mobile.

- (1) No billboards are allowed within the City of Sugar Hill.
- (2) All signs and posters are prohibited in all districts except as specifically allowed in the use provisions of a particular zoning district, or except as otherwise allowed in this section.
- (3) The following signs may be erected within the City of Sugar Hill without the necessity of obtaining a permit or paying a permit fee:
  - a. Customary signs such as mailbox signs, names of occupants, and building numbers.
  - b. Traffic, public safety and railroad crossing signs.
  - c. Signs which are part of seasonal or holiday decorations.
  - d. Campaign, political and display signs, limited to a total of not more than eight square feet in area per lot, used in connection with political campaigns and civic health, safety and private property by permission of the property owner, and shall be removed within fifteen days following the conclusion of the campaign and shall be erected for a total time of no more than sixty days. Such signs shall not be placed on telephone poles or trees.
  - e. Residential Lots - A maximum of one sign per residential lot pertaining only to the lease, rent, or sale of the property on which the sign is displayed. Such sign may be single sided or double sided and shall not exceed six (6) square feet in area per side, and no such sign shall be illuminated.
  - f. Non-Residential Lots - A maximum of one sign per non-residential lot pertaining only to the lease, rent, or sale of the property on which the sign is displayed. Such sign may be single sided or double sided and shall not exceed sixteen (16) square feet in area per side, and no such sign shall be illuminated.
  - g. Notwithstanding the limitations set forth in subparagraph (e) above, each residential lot sign as described in sub-paragraph (e) above, may be expanded to add a section consisting of the name and telephone number of a real estate agent. This additional section shall not exceed four (4) inches in height and shall not exceed the width of the sign. Notwithstanding the provisions set forth in paragraph (f) above, each non-residential lot sign as described in sub-paragraph (f) above, may be expanded by adding the name and telephone number of a real estate agent or agents. Said expansion shall not exceed eight (8) inches in height and shall not exceed the width of the sign.



CITY OF SUGAR HILL - ZONING ORDINANCE

- h. One single sided or double sided identification sign or bulletin board not exceeding thirty-six (36) square feet in area per side containing the name of any civic, charitable, religious, patriotic, fraternal, or similar organization provided said sign is erected on the property where said agency or organization is located. Should the property on which such a sign is erected be located on a roadway with the speed limit of 50 mph, or more, the size of the sign may be increased to forty (40) square feet in area per side. This paragraph shall allow the erection of subdivision identification signs. In addition to the thirty-six (36) square foot subdivision identification sign authorized by this sub-paragraph, one informational sign at each entrance of a subdivision pertaining only to the sale of subdivision lots will be permitted. Such sign may be single sided or double sided and shall not exceed sixteen (16) square feet in area per side, and no such sign shall be allowed to remain for a period longer than three (3) years from the date it is first erected.
  - i. Governmental Agency directional signs.
  - j. Realtor direction signs for the purpose of directing consumers to homes for sale may be erected at any intersection within the corporate limits of the City with the exception of the intersection of Highway 20 and Peachtree Industrial Boulevard. All such realtor directional signs shall be a blue generic real estate sign or a design to be approved by the City. Only one such realtor directional sign per direction shall be located at any intersection.

(4) The following signs may be erected in the City of Sugar Hill after the issuance of a permit by the City and upon paying the permit fee established by the Mayor and Council of the City:

- a. Any commercial or professional identification sign located on the property where the commercial or professional enterprise is operated. Said signs may be single sided or double sided and shall not exceed 36 square feet in area per side. Permit applications shall require the submission of a sketch of the proposed sign including its dimensions and a sketch of the proposed location of the sign on the property. Should the property on which such a sign is erected be located on a roadway with a speed limit of 50 miles per hour or more, the size of the sign may be increased to 40 square feet in area per side.
- b. The City will provide directional signage at key locations within the City in order to direct consumers to new subdivisions under construction within the city limits. These signs will say "NEW HOMES" and will have the price range for the subdivision with an arrow pointing in the direction of the new direct consumers to the subdivision. Each sign will be identical in size and color and will not exceed twelve square feet. A subdivision may have such a sign erected by the City by obtaining a permit from the

CITY OF SUGAR HILL - ZONING ORDINANCE

City and paying the permit fee established by the Mayor and Council of the City of Sugar Hill. A permit for such a sign shall be valid for a period of one year. Such sign shall be removed by the City prior to the end of the one year period should the subdivision be built out prior to that time. The City will post these signs on Friday afternoon and will remove the signs on Monday morning. The purchase of these signs shall be optional and should the developer of a new subdivision not desire to purchase such a sign, the developer shall have the right to place realtor directional signs as allowed under subsection (h) of paragraph 3 of this section subject to all conditions set forth therein.

- (5) Portable signs of any type are prohibited, unless otherwise specifically authorized by other provisions of this ordinance.
- (6) Signs attached to any street signs or markers, traffic control signs or devices, or attached to or painted on any pole, post, tree, rock, shrub, plant or other natural object or feature are prohibited.
- (7) The height of any sign allowed in the City of Sugar Hill shall not exceed the height regulations of the zoning district in which the sign is located. No sign shall be erected or installed within the right-of-way of any roadway or in such a manner as to project into the right-of-way of any roadway. No sign may be located in such a manner that it will obstruct or interfere with the view of a traffic sign or signal. No sign shall be erected within 200 feet of an intersection in such a manner that it will obstruct the view of a motorist.
- (8) No sign may be installed, erected or used which flashes, rotates or simulates action in a way which distracts attention from or causes confusions with a traffic control signal.

Section 610. Buffer Zones.

Where nonresidential districts are contiguous with residential districts, or where multi-family or mobile home districts are contiguous with single-family residential districts, buffer zones are required in addition to normal side and rear yards. All such buffer zones shall be designated on each plat prior to final approval and shall be designated as a permanent buffer zone easement. Buffer zones shall be furnished, improved and maintained by the owner of the nonresidential or multifamily use property as follows:

- (1) The planning and zoning commission shall specify the width of the required buffer zone within the following ranges:
  - a. For office-institutional, business or manufacturing district abutting a single-family residential district, between forty (40) and eighty (80) feet.
  - b. For office-institutional, business or manufacturing district abutting a multi-family or mobile home district, between twenty (20) and sixty (60) feet.
  - c. For multi-family or mobile home district abutting a single-family residential district, between twenty (20) and sixty (60) feet.

A PROCLAMATION

TAKE PRIDE IN GWINNETT

- WHEREAS, Gwinnett County has many public lands, including parks, recreation areas, forests and waterways, which are rich in beauty and in natural and cultural resources; and
- WHEREAS, It is the responsibility of all citizens to keep these public lands clean and healthful and to work together to preserve clean air, fresh water and the natural surroundings; and
- WHEREAS, There is a nationwide effort to promote a sense of pride of ownership for our country's natural and cultural resources; and
- WHEREAS, The "Take Pride in Gwinnett" Committee has established as its purpose to educate citizens and visitors on the "Land User's Ethic"; and
- WHEREAS, Gwinnett Clean & Beautiful, Gwinnett County Parks and Recreation and Gwinnett County Resource Conservation and Development Council have joined forces with the National and State "Take Pride in America" initiative; now
- THEREFORE, I, Mayor George Haggard, hereby proclaim October 17, 1992 as "Take Pride in Gwinnett Day" throughout our City, and urge all our citizens to support efforts to preserve the beauty of our natural resources during this day and throughout the year.

This the 14th day of September, 1992.



*Mayor George Haggard*  
\_\_\_\_\_  
Mayor George Haggard

*Judy Foster*  
\_\_\_\_\_  
City Clerk



CONNIE C. WIGGINS  
Executive Director

Dear Mayor:

This year marks the fifth anniversary of Take Pride in Gwinnett/Public Lands Day. The event is scheduled for Saturday, October 17, 1992 from 9AM to 2PM. Gwinnett Clean & Beautiful, Gwinnett County Parks and Recreation and the Gwinnett County Resource Conservation and Development Council are coordinating plans for the clean-up and beautification of Tribble Mill Park as the 1992 Public Lands Day project. The purpose of Public Lands Day is to generate a sense of citizen ownership, pride and responsibility in our nation's public lands.

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

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

Please return your signed Proclamation to:

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

Thank you.



A PROCLAMATION

TAKE PRIDE IN GWINNETT

WHEREAS: Gwinnett County has many public lands, including parks, recreation areas, forests and waterways, which are rich in beauty and in natural and cultural resources; and

WHEREAS: It is the responsibility of all citizens to keep these public lands clean and healthful and to work together to preserve clean air, fresh water and the natural surroundings; and

WHEREAS: There is a nationwide effort to promote a sense of pride of ownership for our country's natural and cultural resources; and

WHEREAS: The "Take Pride in Gwinnett" Committee has established as its purpose to educate citizens and visitors on the "Land User's Ethic"; and

WHEREAS: Gwinnett Clean & Beautiful, Gwinnett County Parks and Recreation and Gwinnett County Resource Conservation and Development Council have joined forces with the National and State "Take Pride in America" initiative; now

THEREFORE: I, \_\_\_\_\_

proclaim October 17, 1992 as "Take Pride in Gwinnett Day" throughout our city, and urge all our citizens to support efforts to preserve the beauty of our natural resources during this day and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal to be affixed. This day.

City of Suburn

CHAPTER 2

Nuisances

State Law Reference: Nuisances, O.C.G.A., Title 41.

- § 11-2-1 Definition.
- § 11-2-2 Jurisdiction to try and abate.
- § 11-2-3 Complaint of nuisance; hearing.
- § 11-2-4 Abatement by city.
- § 11-2-5 Nuisance per se, exception; summary abatement.
- § 11-2-6 Offense; penalty.

Sec. 11-2-1 Definition.

The following conditions may be declared to be nuisances:

- (1) stagnant water on premises;
- (2) any dead or decaying matter, weeds or vegetation over 12 inches in height, any fruit, vegetable, animal or rodent, upon premises which is odorous or capable of causing disease or annoyance to the inhabitants of the city;
- (3) the generation of smoke or fumes in sufficient amount to cause odor or annoyance to the inhabitants of the city;
- (4) the pollution of public water;
- (5) maintaining a dangerous or diseased animal or fowl;
- (6) obstruction of a public street, highway or sidewalk without a permit;
- (7) loud or unusual noises which are detrimental or annoying to the public, including without limitation, unusual loud disturbances in or around churches or multiple-family complexes such as loud music and other activities in swimming pool and clubhouse areas;
- (8) all walls, trees and buildings that may endanger persons or property;
- (9) any business or building where illegal activities are habitually and commonly conducted in such a manner as to reasonably suggest that the owner or operator of the business or building was aware of the illegal activities and failed to reasonably attempt to prevent those activities;
- (10) unused iceboxes, refrigerators and the like unless the doors, latches or locks thereof are removed;
- (11) any trees, shrubbery or other plants or parts thereof, which obstruct clear, safe vision on roadways and intersections of the city; and

(12) any other condition constituting a nuisance under state law.

Sec. 11-2-2 Jurisdiction to try and abate.

The municipal court shall have full jurisdiction to try and dispose of all questions of nuisance affecting the public health or welfare, and shall also have jurisdiction to try and, in case of conviction, to punish persons failing to abate nuisances, as prescribed in section 1-1-8 of this code.

State Law Reference: Jurisdiction of municipal court to determine existence of nuisance and order its abatement, O.C.G.A., Sec. 41-2-5.

Sec. 11-2-3 Complaint of nuisance; hearing.

(a) Any official or inhabitant of the city may direct a complaint of nuisance to the city police department, who shall investigate and may place the complaint on the municipal court docket for a hearing upon the basis of the investigation. The court after a summons to the party involved, shall hold a hearing thereon and upon finding that a nuisance does exist shall issue an order to the owner, agent in control of or tenant in possession, stating that a nuisance has been found to exist and that the nuisance must be abated within so many hours or days as the judge shall deem reasonable, having consideration for the nature of the nuisance and its effect on the public.

(b) Animal control officers, license and building inspectors shall and may also receive complaints, investigate the same and place on the court docket such complaints in the same manner as police officers.

Sec. 11-2-4 Abatement by city.

(a) In any case where the owner, agent or tenant fails to abate the nuisance in the time specified, or where the owner, agent or tenant cannot be served with notice, or where the nature of the nuisance is such, in the opinion of the judge that it must be immediately abated, the judge may issue an order to the chief of police directing the nuisance to be abated. The chief of police in such case, shall keep record of the expenses and cost of abating same, and the costs shall be billed against the owner, agent or tenant for collection as for city revenues.

(b) Other city departments shall assist the chief of police as is necessary in abating nuisances hereunder.

Sec. 11-2-5 Nuisance per se, exception; summary abatement.

Nothing contained in this chapter shall prevent the mayor from summarily and without notice ordering the abatement of or abating any nuisance that is a nuisance per se in the law or

where the case is an urgent one and the health and safety of the public or a portion thereof is in imminent danger.

Sec. 11-2-6      Offense; penalty.

It is hereby declared to be an offense for any owner, agent or tenant to maintain or allow a nuisance to exist. Each day a nuisance is continued shall constitute a separate offense.

State Law Reference: Failure to abate nuisance after order to do so is a state crime, O.C.G.A., Sec. 41-1-6.



Purpose of Appraisal is to estimate Market Value as defined in the Certification & Statement of Limiting Conditions.

BUILDING SKETCH (SHOW GROSS LIVING AREA ABOVE GRADE)
Freddie Mac or Fannie Mae, show only square foot calculations and cost approach comments in this space.

COST APPROACH COMMENTS:
The physical incurable depreciation was estimated utilizing the "age-life method" based on effective age and economic life new. No significant functional or economic obsolescence was found. Cost estimates are based on the Marshall and Swift Residential Cost Handbook.

ESTIMATED REPRDDUCTION COST- NEW- OF IMPRVEMENTS:

Table with columns for Dwelling, Basement, Extras, Special Energy Efficient Items, Porches, Patios, etc., Garage/Carport, Total Estimated Cost New, and Depreciation. Includes sub-columns for Physical, Functional, and External depreciation.

(Not Required by Freddie Mac and Fannie Mae)
Does property conform to applicable HUD/VA property standards? Yes No
If No, explain: N/A

INDICATED VALUE BY COST APPROACH
Construction Warranty Yes No
Name of Warranty Program N/A
Warranty Coverage Expires N/A

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties.

Table with columns: ITEM, SUBJECT, COMPARABLE NO. 1, COMPARABLE NO. 2, COMPARABLE NO. 3. Rows include Proximity to Subject, Sales Price, Price/Gross Liv. Area, Data Source, VALUE ADJUSTMENTS, Sales or Financing Concessions, Date of Sale/Time, Location, Site/View, Design and Appeal, Quality of Construction, Age, Condition, Room Count, Gross Living Area, Basement & Finished Rooms Below Grade, Functional Utility, Heating/Cooling, Garage/Carport, Porches, Patio, Pools, etc., Special Energy Efficient Items, Fireplace(s), Other (e.g. kitchen equip., remodeling), Net Adj. (total), and Indicated Value of Subject.

Comments on Sales Comparison: Sales are the most comparable in the area in regard to size of improvements and small acreage.

INDICATED VALUE BY SALES COMPARISON APPROACH \$ 120,000

INDICATED VALUE BY INCOME APPROACH (If Applicable) Estimated Market Rent \$ N/A /Mo. x Gross Rent Multiplier N/A = \$ N/A

This appraisal is made [x] "as is" subject to the repairs, alterations, inspections or conditions listed below completion per plans and specifications.

Comments and Conditions of Appraisal: The property is appraised "as is", the income approach is not meaningful as most properties of this type are not used for income purposes.

Reconciliation: Considering the market sales and available competition, most weight is placed on adjusted market value of comparable No. 1 with support from the cost approach.

This appraisal is based upon the above requirements, the certification, contingent and limiting conditions, and Market Value definition that are stated in

[x] Freddie Mac Form 439 (Rev. 7/86)/Fannie Mae Form 1004B (Rev. 7/86) filed with client 19 [x] attached.

I (WE) ESTIMATE THE MARKET VALUE, AS DEFINED, OF THE SUBJECT PROPERTY AS OF August 19 19 92 to be \$ 125,000

I (We) certify: that to the best of my (our) knowledge and belief the facts and data used herein are true and correct; that I (we) personally inspected the subject property, both inside and out, and have made an exterior inspection of all comparable sales cited in this report; and that I (we) have no undisclosed interest, present or prospective therein.

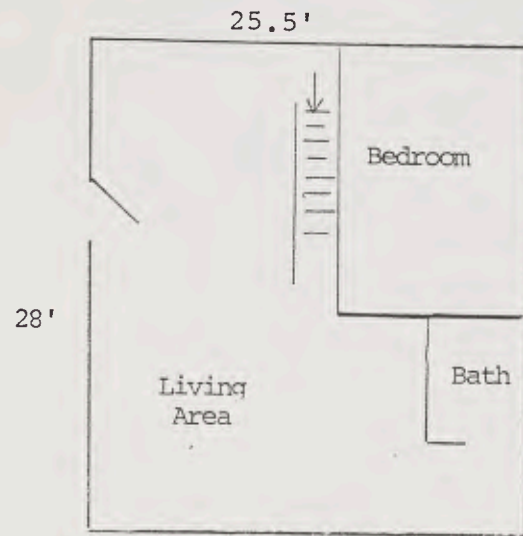
Appraiser(s) SIGNATURE [Signature] Review Appraiser SIGNATURE [Signature] [ ] Did [ ] Did Not Inspect Property

## Fifteen-County Atlanta SMSA



Square mileage  
 City limits 136  
 Five-county (Clayton, Cobb, DeKalb, Fulton, Gwinnett) 1,728  
 Fifteen-county area 4,326

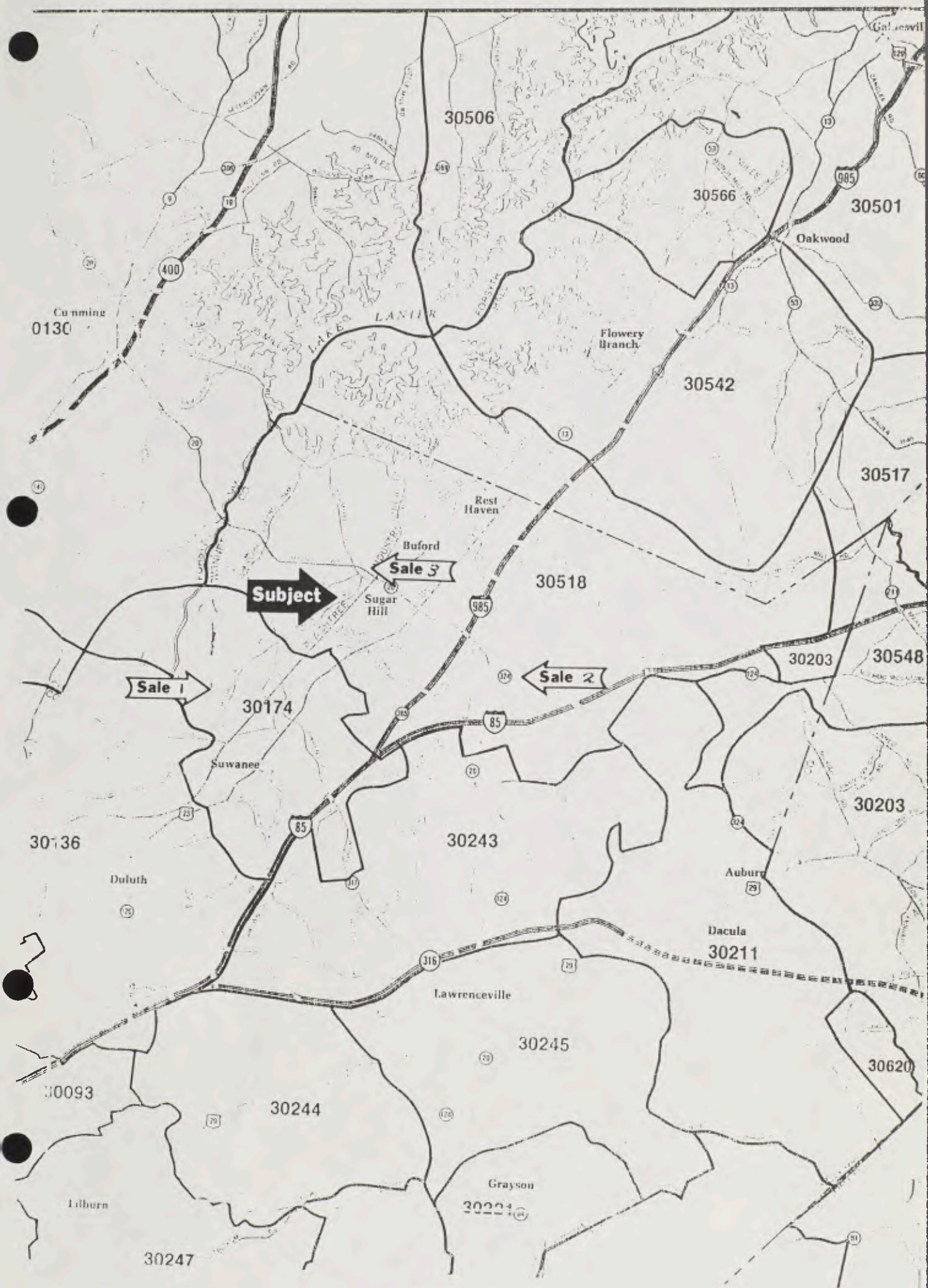
**Area Map**



Basement

**Floor Plan**

RONALD S. FOSTER & CO., INC.



**Comparable Sales**

PHOTOGRAPHS OF SUBJECT PROPERTY

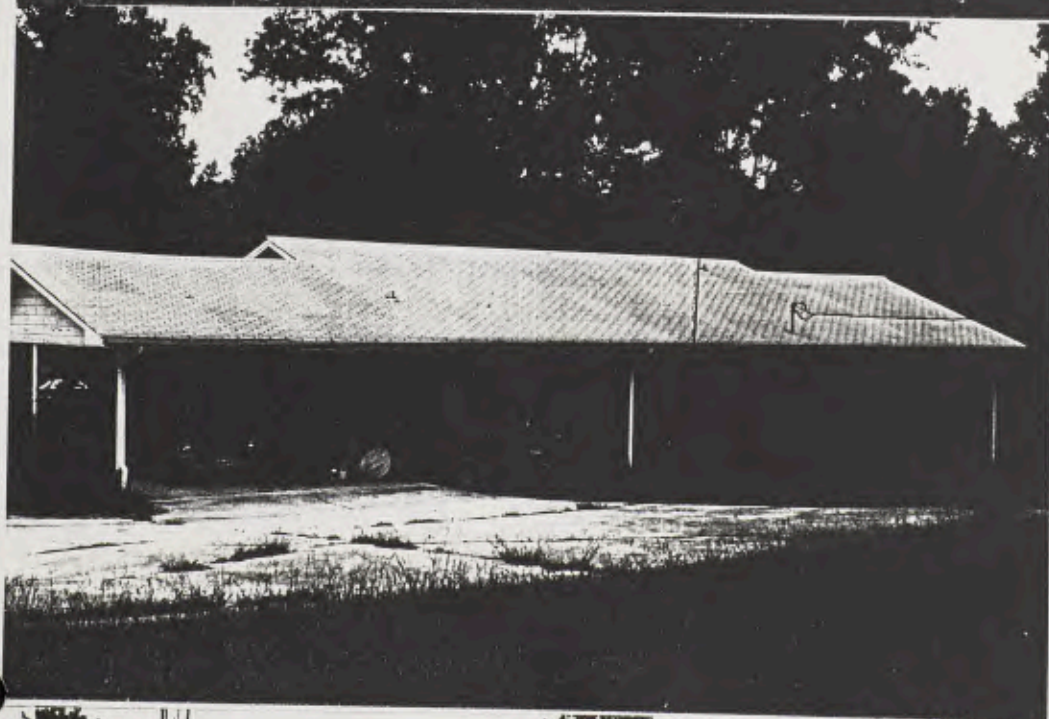
895 Level Creek Road



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FRONT VIEW

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REAR VIEW

---



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STREET VIEW

---

PHOTOGRAPHS OF COMPARABLE SALES

Subject Property: 895 Level Creek Road



4738  
Settles Bridge Rd

COMPARABLE 1

Price: \$121,000  
\$/SF: \$75.72  
Date: 7/5/92  
Age: A12/E6  
Rooms: 5  
Bedrooms: 3  
Baths: 2  
Living Area: 1,598

VALUE INDICATION  
\$121,400



3101  
Highway 324

COMPARABLE 2

Price: \$95,000  
\$/SF: \$55.07  
Date: 3/27/91  
Age: A7/E4  
Rooms: 6  
Bedrooms: 3  
Baths: 2  
Living Area: 1,725

VALUE INDICATION  
\$88,100



4991  
North Avenue

COMPARABLE 3

Price: \$100,000  
\$/SF: \$65.15  
Date: 6/1/91  
Age: A21/E10  
Rooms: 6  
Bedrooms: 3  
Baths: 1  
Living Area: 1,535

VALUE INDICATION  
\$102,700

## ASSUMPTIONS AND LIMITING CONDITIONS

This appraisal report has been made with the following general assumptions:

1. No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated.
2. The property is appraised free and clear of any or all liens or encumbrances unless otherwise stated.
3. Responsible ownership and competent property management are assumed.
4. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
5. All engineering is assumed to be correct. The plot plans and illustrative material in this report are included only to assist the reader in visualizing the property.
6. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
7. It is assumed that there is full compliance with all applicable federal, state, and local environmental regulations and laws unless noncompliance is stated, defined and considered in the appraisal report.
8. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless a nonconformity has been stated, defined, and considered in the appraisal report.
9. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.
10. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted in this report.
11. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.

PROFESSIONAL ORGANIZATIONS

Appraisal Institute  
Designation: MAI, Member Appraisal Institute

Atlanta Area Chapter  
Appraisal Institute

Licensed Real Estate Broker - State of Georgia

Certified Real Estate Appraiser  
State of Georgia #582



CITY OF SUGAR HILL  
SOLID WASTE PUBLIC HEARING  
NORTH GWINNETT HIGH SCHOOL AUDITORIUM  
TUESDAY, SEPTEMBER 22, 1992  
7:30 P.M.

A G E N D A

Call to Order

Welcome & Introduction of Solid Waste Task Force  
and Guests

Role of Solid Waste Task Force

Purpose of Public Hearing

Overview of Hearing Agenda and Planning Process

- Goals
- Requirements
- Areas to be Addressed
- Timetables

Public Input and Comments

- Amount of Waste
- Collection
- Waste Reduction
- Disposal
- Land Limitation
- Education and Public Involvement
- Financing and Implementation
- Other Concerns

Adjourn Public Hearing

Public Information Meeting

- Public Questions & Answers

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Please write below your question or questions about the planning  
process or solid waste.

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Written comments concerning the City of Sugar Hill's Solid Waste  
Management Plan will be accepted at City Hall, 4988 West Broad  
Street, Sugar Hill, GA 30518, until 5:00 p.m. on September 25, 1992.

CITY OF SUGAR HILL  
SOLID WASTE PUBLIC HEARING  
NORTH GWINNETT HIGH SCHOOL AUDITORIUM  
TUESDAY, SEPTEMBER 22, 1992  
7:30 P.M.

M I N U T E S

In attendance: Connie Wiggins, Council Member Thomas Morris, Melinda Petruzzi, Joan Hawthorne, Lori Rostin, Charles Johnson, Diane Spivey, Chuck Spradlin, Larry Newberry and Nancy French. Refer to sign in sheets for citizens in attendance.

Public Hearing called to order at 7:33 p.m. by Connie Wiggins.

Mrs. Wiggins welcomes everyone to the first public hearing of the development of the City of Sugar Hill's Solid Waste Management Plan. She introduces herself as the Executive Director of Gwinnett Clean & Beautiful and a member of the Solid Waste Task Force for the City of Sugar Hill. Mrs. Wiggins will also be serving as the Moderator for this Public Hearing. Mrs. Wiggins introduces the other members of the Solid Waste Task Force.

Mrs. Wiggins gives a brief history of the Task Force. They were appointed back in July by the Mayor and Council. Mrs. Wiggins states that the Public Hearing tonight is being held solely by the Task Force. They have the following tasks to complete: 1) Create a draft Solid Waste Management Plan and report to the Mayor and Council their recommendations for handling of solid waste; 2) To investigate public concerns; and 3) To serve as a means for ongoing public input on solid waste.

Mrs. Wiggins states that the purpose of the Public Hearing is to inform the public of all the aspects in the process of developing a Solid Waste Management Plan and most importantly to obtain citizens concerns. Mrs. Wiggins states that when solid waste is referred to, it means waste from our homes, our businesses and apartments, and does not include industrial or agricultural waste.

Mrs. Wiggins states that the majority of the Public Hearing will be dedicated to hearing citizen input. After the Public Hearing, the citizens will be given an opportunity to ask questions to the panel which consists of representatives from the Atlanta Regional Commission, Environmental Protection Division and Mid-American Waste.

Mrs. Wiggins presents an overview of the Hearing agenda and planning process which includes goals, requirements, areas to be addressed and timetables.

Mrs. Wiggins asks that all comments be limited to two minutes per person in the matter of time so that all citizens can be heard. She also asks that each person state their name and address for the record. Mrs. Wiggins asks that everyone conduct themselves in an orderly fashion.

SOLID WASTE PUBLIC HEARING  
TUESDAY, SEPTEMBER 22, 1992  
MINUTES, CONT'D.  
PAGE 2

Mrs. Wiggins states that written comments will be accepted at City Hall until 5:00 p.m. on September 25, 1992.

Mrs. Wiggins asks that while making comments, think about where the City is now as far as solid waste is concerned and where they want it to be within the next 10 years.

Mrs. Wiggins asks for public input at this time.

Amount of Waste

Cliff London of 1111 Danube Trail, asks why the City needs 2.2 million tons capacity at the landfill when the City will only generate 100,000 tons within the next 10 years. That is only 4.5% of the 2.2 million tons capacity.

Rick January of 1282 Frontier Drive, asks why should the City accept the liability of the entire landfill when the City itself will only generate less than 5% of the capacity.

Collection

Marge Newberry of 1050 Hunters Oak Trail, would like the garbage pick up day to change from Saturday to a day during the week because she feels it prevents the sale of new homes in her subdivision when potential buyers come into the subdivision on Saturdays to look at homes.

Rick January of 1282 Frontier Drive, states that he is not sure Saturday is a bad day for garbage collection because it is hard to get the garbage out during the week when you work. He feels the City has a good collection system and he likes the contract with GSI, however, he feels it should be completely separate from the landfill.

Waste Reduction

Penny London of 1111 Danube Trail, suggests the City make recycling bins more available to its residents to help promote participation.

Disposal

Sheila Hines of 5474 Princeton Oaks Lane, states that solid waste should be managed in a way so that it is not harmful to citizens in the future. She feels that nothing should be placed into landfills which could pollute groundwater. She urges the Task Force to contact the U.S. Corps of Engineers and request a hydrology study on this property.

Bryon Day of 5579 Princeton Oaks Lane, states that the City currently abides by the 1988 EPD rules and regulations. He states that these rules are not as strict as the current regulations are and he recommends they abide by the current and future EPD rules and regulations.



SOLID WASTE PUBLIC HEARING  
TUESDAY, SEPTEMBER 22, 1992  
MINUTES, CONT'D.  
PAGE 3

Rose Payne of 980 Old Spring Way, states that Sugar Hill is only utilizing a small percentage of the total acreage for solid waste disposal. She does not want to let revenue production overshadow our primary concern which is adequate landfill space for disposal for the residents of Sugar Hill. Ms. Payne states that she is not satisfied with the current contractual language at this time.

Rick January of 1282 Frontier Drive, states that the City must follow current EPD requirements because even EPA has stated that it is only a matter of time until the liners being placed in landfills will fail.

Cliff London of 1111 Danube Trail, reads from the Federal Register put out by the Argon Protection Agency, dated October 9, 1991, concerning risks resource damage analysis. The report refers to the low rate of cancer victims because they do not allow residents to live within a one mile radius of landfills.

Brenda Bowie of 825 Level Creek Road, asks if the current landfill has liners and why was she stopped by people at the landfill while trying to take pictures. Mrs. Wiggins states that Mrs. Bowie may wish to ask those questions again at the end of the Public Hearing.


Kathy Brown of 6030 Sycamore Road, states that she does not live within the city limits of Sugar Hill, however, she lives within 100 feet of it. She states that the creek that runs along the city limits line also goes through the landfill and it already has grease lines on the creek banks. She asks how does the City plan to stop this when the landfill is expanded if it is already causing problems.

Land Limitation

Ruth Bethel of 2029 Appling Circle, states that she does not want to be the dump ground for other communities who have chosen not to dispose of their own waste. She has concerns of methane gas and heavy truck traffic. She states that the landfill is within 500 feet of her property and she certainly does not want it expanded.

Bea Samples of 5497 Sycamore Road, states that she does not want a landfill period. However, if it is needed, she only wants it large enough to provide capacity for the City of Sugar Hill. She wants forestry, not landfill. She feels the landfill should not be expanded for monetary reasons.

Cliff London of 1111 Danube Trail, states that the previous Solid Waste Management Plan draft did not have a provision for land limitation and he strongly feels it is needed.



SOLID WASTE PUBLIC HEARING  
TUESDAY, SEPTEMBER 22, 1992  
MINUTES, CONT'D.  
PAGE 4

Laurie Henritze of 2054 Appling Circle, states that the problems the residents of Apple Ridge are experiencing will only increase if the landfill is expanded. They have experienced odor, dust, noise, bird and rodent problems. After talking to other landfill industry people, these problems are management problems and should not exist in a well managed landfill. They strongly oppose any expansion that does not require that current and future EPD regulations be met.

William Gilchrist of 1174 Lennox Court, feels that the landfill should only address our needs. He feels that the citizens are not being heard and why is the Mayor and Council trying to push this through.

Bryon Day of 5579 Princeton Oaks Lane, would like for EPD to provide a definition of wetlands and explain how a landfill could even be considered to be built in or around a wetlands area.

Clem Edgar of Austin Court, states that he moved into the City two weeks ago and has been reading about this Solid Waste Plan in the paper. He drove out to look at the landfill and was surprised at the location of the landfill because it is so near residential developments. He suggests exploring the possibility of combining landfills with other communities or else provide for capacity only for the City of Sugar Hill.

Sheila Hines of 5474 Princeton Oaks Lane, states that Lake Lanier is one of the most used lakes in the nation and she can't understand why the land purchased for landfill expansion can't be used for something recreational instead of expanding the landfill.

Danny Poundstone of 2019 Appling Circle, states that we can learn from our mistakes on the current system. He states that the current management is not working. He refers to problems of odor, traffic and dumping late into the night. Mr. Poundstone feels that the Mayor and Council should not have approved the merger with Mid-American and the City would be out of the landfill business. He suggests developing the Solid Waste Management Plan and including Council Member Stanley's six points.

Cliff London of 1111 Danube Trail, states that slope characteristics are found primarily between two main streams in Sugar Hill, Richland Creek and Level Creek. He asks shouldn't sensitive soils and major streams be protected and shouldn't it be consistent with the Solid Waste Management Plan. Mrs. Wiggins asks Mr. London to address that question again after the Public Hearing.

Kathy Brown of 6030 Sycamore Road, refers to a television show called Eyewitness Video in which a citizen formed her own Task Force against the landfill and took videos of the problems there.



Ms. Brown asks what guarantee can the City give the residents that these type problems won't occur here if they are already dumping things in the landfill into early hours of the morning.

Rick January of 1282 Frontier Drive, feels that the landfill site is not suitable for landfill expansion.

Kent Ryan of the Indian Movement, states that studies have shown burial sites all along the Chattahoochee River and Highway 20 and he will not allow any harm to come to those burial sites. He would like to submit further information to the Task Force from the University of Georgia and the Department of Natural Resources within the next 15 days which support their claim of burial sites being within this landfill expansion site. Mrs. Wiggins states that the Task Force would like to see any information he may have in this regards.

#### Education and Public Involvement

Bryon Day of 5579 Princeton Oaks Lane, states that the Mayor and Council should have included the public in the beginning of this Solid Waste Plan because no one really seems to know what is going on. He recommends expanding involvement.

Cliff London of 1111 Danube Trail, feels that the City can do a better job in educating the citizens on this issue. He feels that the City Newsletter can help with this. Mr. London states that he keeps hearing the Mayor and Council state that this is a positive thing, however, they don't give any information to back them up. He was told that the City Attorney advised the Mayor and Council not to comment on the matter. Mr. London refers to a recent newspaper article. He would like to be open minded and hear their point of view, however, they will not communicate.

Sheila Hines of 5474 Princeton Oaks Lane, states that Mid-American would rather litigate than negotiate and alot of citizens are afraid to speak their opinions.

Brenda Bowie of 825 Level Creek Road, states that the Mayor and Council and city employees do not want to educate the public. She states that there was confusion about the time of this Public Hearing tonight.

Bea Samples of 5497 Sycamore Road, states that the citizens want to be involved, however, the Mayor and Council treat them like children and just say that it is good for the City but do not comment on why it is good for the City.

Bill Payer of 4860 Parkview Mine Drive, states that he has become very frustrated over this entire ordeal. He states that he was appointed to serve on the Task Force, however, they were told that the Task Force was only an advisory board and cannot make any decisions,



only recommendations. He hopes the Task Force can come up with a good solution which has citizen support.

Rick January of 1282 Frontier Drive, states that he has attended the Task Force meetings and the Task Force members need to be commended because there is an overwhelming amount to learn. He gives special thanks to Connie Wiggins and Diane Spivey. He has other questions he would like to ask after the Public Hearing.

Jim Steele, Chairman of Gwinnett Clean & Beautiful, states that the people serving on the Task Force are to be commended and so should the Mayor and Council for appointing them and not rushing an important decision and giving the public a chance to comment.

#### Financing and Implementation

Bea Samples of 5497 Sycamore Road, asks if the Task Force has created a plan yet. Mrs. Wiggins states that at this time, they have been educating themselves on the subject, however, from this Public Hearing forward, they will start devising the actual plan from the comments heard here tonight.

Rick January of 1282 Frontier Drive, states that there is alot of money that could be made on a landfill expansion, however, who will be responsible after the landfill is full. He asks how it will effect the City in the long run.

Bill Payer of 4860 Parkview Mine Drive, asks what would the money be used for if the City did decide to expand the landfill.

Bob Henritze of 2054 Appling Road, states that the Mayor and Council are jeopardizing the City of Sugar Hill's future by expanding the landfill.

Bernie Poteat of 1145 Riverside Trace, states that people are dumping along the dirt part of Appling Road instead of taking it on out to the landfill. Mr. Poteat states that down the road, money will be needed for bridges and culverts. He asks if the amount of revenue that can be made will cover these costs and the liability the City could be facing.

Council Member Jim Stanley of 4481 South Roberts Drive, states that he had expressed in the past a preference to allow for a reasonable expansion of the landfill with certain exceptions. He states that he was disappointed and upset about the Called Meeting that was held while he was out of town when the City allowed the merger of Mid-American and GSI. He feels this would deter the City from the ability to negotiate with them since they are such a large company. Mr. Stanley states that because of these infractions, he suggests the Task Force consider the option of closing the landfill and taking the City's garbage elsewhere.



Other Concerns

Clem Edgar of Austin Court, suggests the Task Force get technical and legal advice on solid waste because there are some new laws which will go into effect in October 1993. He suggests have provisions in the plan which deal with hazardous and demolition wastes.

Cindy Wright of 815 Level Creek Road, asks why is the City still even considering expanding the landfill when the majority of the citizens are opposed.

Ken Appling of 1136 Church Street, Apt. 4C, states that he has seen toxicities in the water also. He states that all the money in the world cannot replace peoples lives when they are poisoned by these toxicities. He asks why is the City even considering destroying the land to poison ourselves.

Bryon Day of 5579 Princeton Oaks Lane, states that it is great the Mayor and Council appointed the Task Force. However, he states that they are not even in attendance tonight to hear the concerns the citizens have.

Task Force Comments

Diane Spivey states that politicians have been making too many bad decisions because their decisions were based on wishful thinking and not reality. She understands that there are some financial benefits to expanding the landfill, however, her intuition is that it is a bad choice.

Chuck Spradlin states that he was appointed as the alternate for Bill Payer and he does not want to be blamed by the citizens if the landfill is expanded. He feels Council Member Morris was a self appointed Chairman and should not be on the board. He states that Mr. Morris has already notified them that they have no authority to stop the landfill expansion, they can only make recommendations.

Adjournment

Mrs. Wiggins adjourns the Public Hearing at 9:08 p.m.

*Judy Foster*



CITY OF SUGAR HILL  
SOLID WASTE MANAGEMENT PLAN

FACTS SHEET

September 22, 1992

The Georgia State General Assembly passed the Comprehensive Solid Waste Management Act in 1990. This act mandates all county and municipal governments to generate a ten year Solid Waste Management Plan. The City's 10 year plan will include a disposal assurance of a 25% reduction in waste. The act addresses the following elements:

- 1) Amount of Waste Generated
- 2) Collection
- 3) Waste Reduction
- 4) Disposal
- 5) Land Limitations
- 6) Education and Public Involvement
- 7) Finance and Implementation

The plan needs approval of the Mayor and Council, Atlanta Regional Commission and the Department of Community Affairs. After the plan has been approved by the appropriate officials, there will be a second public hearing held.

On July 6, 1992 at the first Public Hearing, the motion was made by Council Member Bailey to appoint a Solid Waste Task Force to generate the plan. The motion also stated that the Task Force would be appointed by the Mayor and Council. The representatives are as follows:

Mayor Haggard appointed Melinda Petruzzi - 271-8631  
Council Member Morris appointed Joan Hawthorne - 945-2489  
Council Member Bailey appointed Bill Payer - 932-1034  
Council Member Davis appointed Laurie Rostin - 932-2237  
Council Member Everett appointed Larry Newberry - 932-0825  
Council Member Stanley appointed Diane Spivey - 945-8477  
Hillcrest Woods H.O.A. Representative - Al Farmer - 945-1827  
Gwin. Clean & Beautiful Rep. - Connie Wiggins - 945-3712  
School Board Representative - Nancy French - 945-6867

The Task Force meets on a weekly basis on Tuesday's at 7:00 p.m. at the Community Center.

Residents who reside within the city limits of Sugar Hill may submit comments and suggestions, concerning the Solid Waste Management Plan only, verbally at the Public Hearing on September 22, 1992 at 7:30 p.m. at the North Gwinnett High School Auditorium. Written comments will be accepted at City Hall until 5:00 p.m. on September 25, 1992.

SOLID WASTE MANAGEMENT PLAN

PUBLIC HEARING

Saturday - S  
Wednesday - W

SEPTEMBER 22, 1992 7:30PM

Date  
pick-up

| NAME                | RESIDENT ADDRESS                 |       |
|---------------------|----------------------------------|-------|
| Pamela Banks        | 5178 Creek Lane                  | W     |
| Margie Stewart      | 5170 Creek Lane                  | W     |
| Jane E Stewart      | 5170 Creek Lane                  | W     |
| Alfred W. Farmer    | 1391 Craig Dr.                   | W     |
| Juanita Jackson     | 409 Kellum Dr. S.H.              | W     |
| Charles Johnson     | 1331 Craig Dr S.H.               | W     |
| Hanni Bralery       | AEC                              |       |
| Jan Stanley         | 4481 So Robert Dr                | W     |
| Byron R. Day        | 5579 PRINCETON OAKS              | W     |
| Mont Allen          | ALPHARETTA, GA (SPEEDWAY)        |       |
| James Stanley       | 4481 S. ROBERTS DR               | W     |
| Heather Woodie      | 5449 Princeton Oaks Ln.          | W     |
| Clara Eggen         | 1170 Austin Court, Sugar Hill    | S     |
| Ruth N. Burtel      | 2029 Applios Circle              | W & S |
| Harriet Horch       | 5103 W. Broad St                 | S     |
| Neal Spivey         | 5647 Pinedale Cir                | W     |
| Nudy Foster         | employee                         | -     |
| Charles A. Spradlin | 5635 Austin Garner Rd.           | W     |
| Patricia Williams   | 4249 Lamill Dr Beyond            |       |
| Joan B. Hawthorn    | 4571 S. Roberts Drive Sugar Hill | W     |
| Diana Gardner       | 5539 Sycamore Rd. Sugar Hill     | -     |
| Greg Thorpe         | 5655 CARDIGAN TRAIL Sugar Hill   | W     |
| Charles Roberson    | 5696 Pinedale Circle Sugar Hill  | W     |
| Suzanne Hayes       | 4865 Cold Creek Ct Sugar Hill    | W     |
| MICHAEL HAYES       | 4865 COLD CREEK CT, SUGAR HILL   | W     |
| Lynn Kelly          | 4580 Deep Creek Dr SH            | S     |

SOLID WASTE MANAGEMENT PLAN

PUBLIC HEARING

SEPTEMBER 22, 1992 7:30PM

| NAME              | RESIDENT ADDRESS                    |
|-------------------|-------------------------------------|
| Brenda Bowie      | 835 Level Creek Rd Sugar Hill Ga.   |
| Robert L Bowie    | 835 Level Creek Rd Sugar Hill Ga.   |
| James R January   | 1242 Frontier Dr Sugar Hill         |
| Ralph M MARTIN    | 5584 Princeton oak Ln. Sugar Hill   |
| Leslie Chesling   | 909 Pinedale Terr. Sugar Hill       |
| SHEILA Hink's     | 5474 Princeton OAKS LANE Sugar Hill |
| DIANE Spivey      | 5647 Pinedale Cr. Sugar Hill        |
| JOHN C. LONDON    | 1111 DANUBE TRAIL SUGAR HILL        |
| Lauri T. Hennitze | 2054 Appling Circle Sugar Hill      |
| Bob Hennitze      | 2054 Appling Circle - Sugar Hill.   |
| Delores Culpapple | 141 St. Martin Dr. Suwanee, Ga      |
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Individually and collectively in recent years, people in politics have been making many poor decisions. Our cities and our personal lives are in a mess because too many decisions were based on wishful thinking rather than reality. Choices were made based on current comfort rather than future well-being. Individuals did not think through our options by gathering information not only for facts, but also how people felt about those facts.

Only with complete knowledge of our needs and our options can we think each option through. Spending time thoroughly and honestly exploring these options will save a great deal of time, frustration, and money needed later to straighten out hurried and uninformed decisions.

Along with practicality we must base our decisions on integrity, intuition, and insight.

Our eyes often encourage us to fool ourselves by visions of grandeur and wealth. We can replace illusions with reality by putting our eyes aside and getting advice from people not attached to those illusions--objective people whose advice we can trust.

My intellect tells me that the landfill may offer some legitimate benefits.

My intuition tells me that it is not a sound decision because we are confused rather than clear about the problem. We are stressed by the process and fearful rather than enthusiastic about the outcome.

A good decision lets us give a "Yes" answer to both practical and personal questions. Does my head tell me that the solutions offered here meet the community's needs and not just Special Interest wants? Have all the options been thoroughly explored? I answer a resounding NO! Has this solution been thought through? Have people dealt with us in an honest and open way? Again, I answer NO!

Do you believe that as a community we deserve a better solid waste management solution and better treatment by our elected city officials?

Diane Spivey  
Solid Waste Task Force Member

D R A F T

City of Sugar Hill  
Solid Waste Public Hearing

500 copies

AGENDA

September 22, 1992

7:30  
7:00 PM

7:30 PM  
~~7:00 PM~~

Call to Order

- Welcome & Introduction of Solid Waste Task Force and Guests

Role of Solid Waste Task Force

Purpose of Public Hearing

Overview of Hearing Agenda and Planning Process

- Goals
- Requirements
- Areas to be Addressed
- Timetables

Public Input and Comments

- Amount of Waste
- Collection
- Waste Reduction
- Disposal
- Land Limitation
- Education and Public Involvement
- Financing and Implementation
- Other Concerns

Adjourn Public Hearing  
Questions and Answers

Public Information Meeting - Public Questions & Answers

Please write below your question or questions about the planning process or solid waste.

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Written comments concerning the solid waste management plan will be accepted at City Hall, 4988 W. Broad Street until 5:00 PM on Sept. 25, 1992.  
City of Sugar Hill

**CITY OF SUGAR HILL  
SOLID WASTE MANAGEMENT PLAN**

**FACTS SHEET**

**September 22, 1992**

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- 1) Amount of Waste Generated
- 2) Collection
- 3) Waste Reduction
- 4) Disposal
- 5) Land Limitations
- 6) Education and Public Involvement
- 7) Finance and Implementation

*what @ requirements of plan 10 yr. disp. + assurance 2590 req. that 881*

The plan needs approval of the Mayor and Council, Atlanta Regional Commission and the Department of Community Affairs.

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*What @ 2nd Public Hearing*

OCT.

MAYOR & COUNCIL MEETING  
MONDAY, OCTOBER 12, 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.  
Presentation to Council Member Thomas Morris  
Presentations to City Employees

Committee Reports

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

Old Business

- A) Sign Ordinance
- B) Weed Control Ordinance Proposal

New Business

- A) 1993 Budget Proposal

City Manager's Report

- A) Request for City Marshall
- B) Building and Development Regulations
- C) Update on Sewer Treatment Plant Construction

City Clerk's Report

- A) T.B.S. Property Tax Proposal

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING  
MONDAY, OCTOBER 12, 1992  
7:30 P.M.

MINUTES

Notice posted at City Hall at 12:00 noon on Friday, October 9, 1992.

In attendance: Mayor Pro-tem Thomas Morris, and Council Members Steve Bailey, Roger Everett, and Jim Stanley.

Meeting called to order at 7:41 p.m. by Mayor Pro-tem Morris.

Mr. Morris reports that Solid Waste Task Force Member Charles Johnson died yesterday and former Mayor Simon Johnson's mother died earlier this evening and Mayor Haggard is with the family. Mr. Morris states that Mayor Haggard will be late for the meeting and Council Member Davis will not be present tonight.

Mayor Pro-tem Morris leads the pledge to the flag.

Resident Robert Bowie asks for a moment of silence in remembrance of Mr. Charles Johnson.

Minutes

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

Presentation to Council Member Thomas Morris

City Manager Kathy Williamson presents Council Member Morris with a certificate of accomplishment as a certified Council Member.

Presentation to City Employees

City Manager Kathy Williamson presents the following City employees with awards for their efforts in the Hurricane Andrew Relief Effort: Harry Eubanks, Danny Hughes, Danny Pugh and Ralph Terry. Bill Parker was not present to accept his award. Bobbie Queen states that she would also like to thank Mrs. Williamson for her contribution to the Relief Effort.

Planning & Zoning Board

Council Member Stanley states that he has two items to report. He states that the Planning & Zoning Board are continuing to review possible changes to the sign ordinance which was prompted by developers and real estate agents. They have not reached any firm conclusions and are continuing to review options. Mr. Stanley states that anyone interested in this matter should attend the Planning & Zoning meetings. Mr. Stanley states that the second item he has is that two rezoning requests have been made to Gwinnett County in which they are requesting two mobile homes be allowed to be placed on individual lots on Highway 20 near the golf course. The City only found out about the rezoning requests by seeing the rezoning signs. Mr. Stanley states that he and the City Manager and a City Planning and Zoning representative attended the meeting, however, they could not convince the County Planning Commission to recommend denial of the requests to the Board of Commissioners. The matter will go before the Board of Commissioners later and it would help to have citizen support against these requests. Mr. Stanley is not sure when the meeting with the Board of Commissioners will be. City Manager Kathy Williamson states that she will find out when it will be.



Appeals Board

There was no Appeals Board Meeting last month.

Recreation Board

Nothing to report.

Budget & Finance

Director of Finance Sandy Richards states that the City lost \$9,464 during the month of September, which was anticipated. She states that the golf course only lost \$3,206 in September, which is excellent considering the amount of rain we had. Mrs. Richards reports that the cash balance at the end of September was \$72,180.92 and \$12,271 was spent for construction of the golf course and sewer treatment plant facility. Refer to memo.

Refinancing of 1989 Utility Revenue Bonds

Mrs. Richards also states that she has been investigating a possible refinance of the 1989 Utility Revenue Bonds. Trust Company Bank stated that a refinance at this time would not prove to be profitable. However, Southtrust Bank found that there were substantial possible savings. Discussion held on the different options available. Refer to memo. Mrs. Richards states that she is not asking for approval tonight, she only needs direction on whether or not to continue investigating this matter. Council Member Bailey states that time is of the essence in this matter. There is a general consensus among the Council to authorize the Director of Finance to continue investigating this matter. Mrs. Richards states that she will set up a meeting with Southtrust Bank officials and notify the Mayor and Council of the meeting date and time.

1992 Tax Millage Rate

Council Member Everett states that after reviewing the figures on the 1992 tax digest as compared to the 1991 tax digest with all the re-assessments calculated, he moves to lower the tax millage rate for 1992 from 6 mils to 4 mils. Second to the motion by Council Member Bailey. Council Member Stanley states that revenues and expenditures for the year need to be discussed before this is acted upon. City Manager Kathy Williamson states that this is for the 1992 taxes, not 1993. Mrs. Williamson explains that the assessments have gone up so much that the City can lower the millage rate by 2 mils and still make more revenue than was budgeted for 1992. Council Member Bailey states that he has reviewed the budget figures for 1993 and by lowering the millage rate, there is still a comfortable margin of revenue. Council Member Stanley states that you can read in the papers where the cost of natural gas is going to increase substantially and he does not feel the City should lower its millage rate until we see what will happen with that. Council Member Bailey states that property taxes are less than 5% of the overall 5 million dollar budget for the City. Council Member Stanley states that he is very uncomfortable making adjustments to one part of the budget without understanding the whole. More discussion held on this matter.

Mayor Haggard is now present and will conduct the remainder of the meeting.

Council Member Bailey calls for the vote. Vote 3 for - 1 opposed, Council Member Stanley. Motion carried 3 to 1.



Sign Ordinance

City Manager Kathy Williamson reports that the Planning & Zoning Board has not yet made a recommendation to the Council regarding an amendment to the Sign Ordinance. This matter is tabled until next month.

Weed Control Ordinance Proposal

City Manager Kathy Williamson reports that this matter was tabled from last month. Mrs. Williamson states that the City does not currently have an ordinance to require citizens to keep up their lawns and it is hard to enforce it. Refer to sample ordinance from the City of Lilburn. Discussion is held on this matter. Council Member Bailey moves to authorize the City Attorney to draw up an ordinance for adoption. Second to the motion by Council Member Morris. Vote unanimous.

1993 Budget Proposal

Director of Finance Sandy Richards submits the first draft of the 1993 Budget Proposal to the Mayor and Council. Refer to draft #1. She states that each department head submitted their proposals to her and she crunched the numbers for this first draft. Mrs. Richards states that due to this fact, she would like to set up a Work Session between the Mayor and Council and all department heads so that they may be able to explain their requests if the Council has any questions for them. Discussion is held on when to have the Work Session. Work Session was scheduled for Thursday, October 22, 1992 at 7:00 p.m.

Request for City Marshall

City Manager Kathy Williamson states that Gwinnett County Police Lieutenant James Morgan has volunteered again to serve as City Marshall for the City. She states that after talking with him, he has access to a county police car and is certified as a City Marshall to enforce the ordinances of the City and can patrol through the park, golf course and city property. She states that he will do this for \$500 per month. Mrs. Williamson states that \$18,000 was going to be budgeted for a City Marshall in 1993, so that is a substantial cost savings. Mrs. Williamson states that if he needs back up, he can contact Gwinnett Police immediately. Mr. Morgan is well known by the residents. Mrs. Williamson reports that he will work an average of 5 to 6 hours per day and the Mayor and Council will have access to his beeper number and he will be on call all the time. Discussion held on this matter. Council Member Everett moves to approve this request. Second to the motion by Council Member Bailey. Vote unanimous.

Mayor Haggard asks if Mr. Morgan needs to be sworn in. Mrs. Williamson states that he was never sworn out, so she did not think it was necessary. She states that the Director of Public Safety Steve Schildecker has given his approval to Mr. Morgan.

Council Member Stanley asks if elected officials have the authority to take action to enforce ordinances. City Attorney Lee Thompson states that the Zoning Enforcement Officer should enforce conformity and he would not recommend any public official taking that action.

(A)



### Building and Development Regulations

City Manager Kathy Williamson states that the Director of Utilities and Development has been having problems with the lack of some of our regulations and he is trying to update them to what the county has. Mrs. Williamson is recommending adopting the county's development and sewer regulations in order to have conformance with county. Director of Utilities and Development Ken Crowe states that drainage and paving are where the City has the most problems and these regulations need to be put on our books. Mr. Crowe states that the City is referring to the county now whenever problems arise. Mr. Crowe is recommending that the City scrap what we have now and adopt the county's development and sewer regulations. He states that the City is not as strict as the county is and they need to be uniform. Council Member Bailey moves to adopt Gwinnett County's development and sewer regulations to be utilized by the City. Second to the motion by Council Member Everett. Council Member Stanley states that he would like to review the county's development and sewer regulations before the City adopts them. Vote 3 for - 1 opposed, Council Member Stanley. Motion carried 3 to 1.

### J. W. Bailey Development

Director of Utilities and Development Ken Crowe states that when the rezoning for this development was approved, the motion stated that the development would have an average of 1,600 square foot homes and he needs direction on how to handle this matter. Council Member Morris states that he made the motion and he meant that no building permit shall be issued which would fall below the 1,600 square foot average. Council Member Stanley states that the Building Inspections Department will have to keep a running tab of the permits issued in that development to conform with this restriction. Discussion held on this matter. Everyone is in agreement with this procedure.

### Update on Sewer Treatment Plant Construction

City Manager Kathy Williamson reports that the Pre-Construction Hearing for the sewer treatment plant was held last week with Lanier Contracting and EPD concerning the contract for the sewer treatment plant construction. Council Member Stanley asks what the schedule is for the interceptor lines. Mrs. Williamson states that the plans the City were using for the interceptor lines had not been reviewed by EPD, therefore, they are being reviewed at this time. Mayor Haggard asks who was responsible for having these plans reviewed by EPD. Mrs. Williamson states that Keck & Wood designed the plans and she thought they had them approved by EPD. Mayor Haggard asks if the City paid Keck & Wood for having the plans approved. Mrs. Williamson states that she is not sure, she will have to look into that.

### T.B.S. Property Tax Proposal

City Clerk Judy Foster states that T.B.S., our computer consultants, submitted a proposal to the City to generate the property taxes for the City at a cost of 45¢ per bill. This fee includes the printing of the tax notices, printing of tax receipts, zip-sort mailing of tax notices, including postage, and printing and binding of two tax digests. Mrs. Foster recommends utilizing T.B.S. for this service since the City could save approximately \$776.00 by doing so. Refer to comparison. Discussion held on this matter. Council Member Bailey moves to authorize T.B.S. to generate property taxes for the City. Second to the motion by Council Member Morris. Vote unanimous.



Letter from Rose Payne

City Clerk Judy Foster states that resident Rose Payne submitted a letter to the City last Thursday and requested that it be placed on the agenda. Mrs. Foster states that it was past the deadline to be on the agenda, however, Mrs. Payne only wanted the letter read into the minutes of the meeting. Mayor Haggard reviews the letter. Mrs. Foster reads the letter aloud which pertains to the Solid Waste Management Plan and Task Force. Refer to letter. Council Member Bailey states that it is not up to him where the money will go, however, as liaison to Finance, he would have some recommendations. Mr. Bailey states that the 1993 Budget Proposal does not include any funds to operate the landfill.

Director of Golf's Report

Director of Golf Wade Queen states that because of the rain, the golf course did not do too good in the month of September. However, they have just completed aerating all the greens and they are coming in well. The driving range opened a week ago and will be a good source of revenue during the winter. Discussion is held on promotional activities planned for the golf course.

Council Reports

Council Member Morris states that as liaison to the Solid Waste Task Force, he wishes to make a few requests from the Task Force. Council Member Morris moves to change the Solid Waste Task Force meeting night schedule to bi-weekly, have Connie Wiggins hire a non-voting facilitator, at a cost not to exceed \$1,500, to conduct a Work Session and a few meetings and have Connie Wiggins to serve as the Chairperson for the Task Force in which she would not have any voting privileges. Second to the motion by Council Member Stanley. City Manager Kathy Williamson states that Mrs. Hall and Mrs. Phillips contacted her and the Hillcrest Woods Homeowners Association would like for Mr. Ed Phillips to replace Mr. Charles Johnson on the Solid Waste Task Force. There is a general consensus among the Council to accept their request since they were given the opportunity to choose whomever they wished to serve on the Task Force to begin with. Vote unanimous.

Council Member Morris states that the Task Force also wants copies of the audio tapes from their meetings. However, the City Attorney stated that this should not be done and that anyone can bring their own recorder to tape the meetings themselves if they so desire.

Council Member Morris has asked Connie Wiggins be present tonight to answer any questions anyone may have. Council Member Stanley brings up discussion of the audio tapes and why are we reluctant to allow the Task Force to listen to them. Task Force Member Diane Spivey states that the Task Force wanted verbatim comments and it was more economical to have audio tapes instead of a court reporter. Council Member Stanley asks the City Clerk if there are any of the tapes that have not been reused. Mrs. Foster states that there may be a couple of tapes which have not been reused. Task Force Member Joan Hawthorne states that a motion was never made or passed to keep the audio tapes, so City Hall didn't know to do anything different than their usual procedure. Mrs. Hawthorne states that the tapes are not very audible anyway. Mayor Haggard states that if there are any audio tapes available from the Task Force meetings then they should be kept and housed at



MAYOR & COUNCIL MEETING  
MONDAY, OCTOBER 12, 1992  
MINUTES, CONT'D.  
PAGE 6

City Hall for the Task Force Members to review if necessary. City Attorney Lee Thompson states that the reason the tapes should not be a public record is because you would then have to keep them for a certain amount of time and reproduce them for the public. Mr. Thompson states that he is not sure if the Task Force members can have access to the tapes without them becoming a matter of public record. He will review this matter.

Connie Wiggins reports that the Solid Waste Task Force plans to have a Work Session on Sunday, October 18, 1992 from 1:00 p.m until 6:00 p.m. here at City Hall.

Council Member Stanley asks if the controversy with W. J. Dodd on the signs matter has been resolved. City Manager Kathy Williamson states that this is a personnel matter and it has been resolved.

City Manager Kathy Williamson states that Mr. Bowie has asked about the burnt mobile home on Pass Court. She states that the City Attorney has sent letters to the owner, Mr. Bryant to no avail. Council Member Stanley moves to begin the process to condemn and remove the mobile home. Second to the motion by Council Member Morris. Mayor Haggard asks for 30 days to try to resolve this problem with Mr. Bryant himself before this procedure takes place. Council Member Stanley withdraws his motion. Council Member Morris withdraws his second. Council Member Morris states that the mobile home is not only an eyesore, but is dangerous.

Citizen's Comments

Rose Payne, of 980 Old Spring Way, states that she is the one who wrote the letter and it was not her intention to pick on Council Member Bailey. She states that she is for progress, but she feels that the Solid Waste Task Force should be able to negotiate the contract with Mid-America. Council Member Morris states that he has told the Task Force that if they make a recommendation to amend the contract, he will take it to the negotiations table.

Task Force Member Diane Spivey states that the Task Force did live through the public hearing and she has a video tape of that public hearing for the Mayor and Council, who were not in attendance, to review. Mrs. Spivey states that the Task Force has not discussed any of the public concerns at this point and it is frustrating to the members. Mrs. Spivey feels that the Solid Waste Management Plan is being tailored around a business's needs and not our community needs. Mrs. Spivey asks what the deadline is to have the plan completed. Council Member Bailey states that the date mentioned at the public hearing was November 15th. Mrs. Spivey states that most of the Task Force meetings are surprise parties. Mrs. Spivey states that the Task Force has not been given the opportunity to investigate the possibility of closing the landfill and this is what the people want in her opinion.

Connie Wiggins states that if there are some deadlines that need to be met, the Council needs to advise the Task Force of those so that they can be figured into the schedule. Council Member Stanley states that new rules kick in on July 1, 1993. He states that landfills which close after that date will be more expensive than it is now. Mrs. Wiggins states that the Task Force will begin with the Minimum Planning Standards process on Sunday.

DA

MAYOR & COUNCIL MEETING  
MONDAY, OCTOBER 12, 1992  
MINUTES, CONT'D.  
PAGE 7

Rick January, of 1282 Frontier Drive, states that he video taped this meeting and asks the Mayor and Council how they would feel if he told them that he video taped the meeting because he had personal and business interests within the City of Sugar Hill which needed to be protected and if he felt that someone on the City Council, a City employee or a resident of the City was going to threaten his business or personal property that he may sue them. He states that this is exactly what the Solid Waste Task Force members were told by Ed Driver of Button Gwinnett Landfill. He asks why Council Members Morris and Everett, who were in attendance of that meeting, was not disturbed by the statements made by Mr. Driver. Council Member Morris states that he does not have any objections to anyone video taping any meeting because he will say whatever he feels in front of a camera or not. Mr. January states that this action was completely out of line and uncalled for and he feels like the Council Members in attendance should have defended the Task Force.

Task Force Member Diane Spivey states that as a matter of courtesy, the Task Force should have been told GSI would be there video taping the meeting and with a court reporter and she felt that it was very intimidating. She states that the cameras were placed in very odd positions.

Council Member Stanley asks the City Attorney if appointed members of an official board of the City enjoys corporate immunity or protection from being individually sued. City Attorney Lee Thompson states that as long as the Board Member or Council Member is doing his or her duties in which they were appointed to do, they do have immunity. However, they cannot slander anyone.

Adjournment

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

Meeting adjourned at 10:05 p.m.

*Judy Foster*

CALLED COUNCIL MEETING  
WEDNESDAY, AUGUST 19, 1992  
7:00 P.M.

M I N U T E S

Notice posted at 12:00 noon on Tuesday, August 18, 1992.

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

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

Mayor Haggard states that Keith Pugh is running late so he will go on to the next item on the agenda.

Merger with Mid-American (G.S.I.)

Mayor Haggard states that this item can be deleted off the agenda because Gwinnett Sanitation Inc. has informed the City that they will not change the name of one of the holding companies as they had earlier requested.

Bids for Sewer Treatment Plant

City Attorney Lee Thompson states that the Mayor and Council may wish to discuss this matter in Executive Session since there is a potential for litigation. The Mayor and Council all agree to discuss this matter in the open meeting.

Mr. Thompson states that the bids for the sewer treatment plant were opened on June 16, 1992 and Piedmont Olsen & Hensley recommended the Council accept the bid from Lanier Contracting who had the low bid after an alternate deduction of \$200,000.00 from Topco International. The next lowest bidder was M & H Construction who chose the listed suppliers and gave no alternates.

Mr. Thompson has reviewed portions of the original bid document, addendum #1, documentation where addendums were sent out by P.O.H., how they were sent out, who picked them up and when they were received and documentation sent to Lanier Contracting inquiring about Topco before they were declared an acceptable alternate supplier. Mr. Thompson states that addendum #1 went out on June 11, 1992 after Council Member's Bailey and Stanley suggested making amendments to give all suppliers the same opportunity. Mr. Thompson states that in his opinion, the addendum did not change much from a legal standpoint, it only appears to have made it more restrictive because certain requirements were made in order to have alternate suppliers. Mr. Thompson states that the addendums were mailed out overnight delivery on June 11, 1992, therefore, every bidder received their addendum on June 12, 1992, with the exception of M & H Construction, whose President, Daniel Mansfield, picked up and signed for their addendum at the P.O.H. office on June 11, 1992.



**CALLED COUNCIL MEETING  
WEDNESDAY, AUGUST 19, 1992  
MINUTES, CONT'D.  
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Mr. Thompson has reviewed the correspondence where 19 items were requested from Lanier Contracting regarding Topco. After P.O.H. received this information, they declared Topco an acceptable supplier. Mr. Thompson states that there was another alternate supplier who was denied. Mr. Thompson states that Mr. Johnson rejected this company as an acceptable supplier because they had never supplied equipment to a plant of this size before and he did not feel they were acceptable and Mr. Johnson still stands by that decision and feels it was an appropriate engineering decision. Mr. Thompson states that he and Mr. Johnson discussed how Lanier Contracting got the pricing from Topco and they determined that they just simply did not know.

Mr. Thompson states that based on the information he has been provided and reviewed, it appears that the bids were handled legally. Mr. Thompson feels that the bids were all submitted in a proper and acceptable manner. Mr. Thompson states that the Council can choose to either accept the alternate deduct from Topco and award Lanier Contracting the bid or else deny the alternate deduct and rebid the project.

Council Member Stanley states that the Fair Trades Act states that if a supplier offers one bidder a certain price, he must also offer every other bidder that same price and Topco only offered that price to Lanier Contracting. Mr. Thompson states that this is true, however, we do not know who solicited who for the pricing. Mr. Thompson states that if Lanier Contracting contacted Topco for alternate pricing, he does not believe that Topco is required to find out who else is bidding on the project and call them up to give them all the same pricing. However, if Topco contacted Lanier Contracting, he would also have to contact the other bidders.

Council Member Stanley states that there was a time factor involved because some bidders felt they didn't have time to gather up the supporting documentation which was required by the bid documents when writing in an alternate supplier. Mr. Stanley states that this documentation was supposed to be submitted along with the bid. However, during Mr. Thompson's opinion, he stated that Bill Johnson requested information from Lanier Contracting after the bid opening which was supposed to be submitted along with their bid. Mr. Johnson states that Lanier Contracting submitted some general information, however, he asked for more specific information for the Mayor and Council to review before making a decision.

Mr. Stanley states that the list of the 19 items mentioned in the letter to Lanier Contracting is the same list of items which should have been submitted with their bid. Mr. Thompson reads the portion of the addendum which Council Member Stanley is referring to and it does state that it should be submitted with their bid proposal.

*JA*

**CALLED COUNCIL MEETING  
WEDNESDAY, AUGUST 19, 1992  
MINUTES, CONT'D.  
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Mr. Stanley asks the City Attorney if that changes his legal opinion in any way. Mr. Thompson states that someone can certainly argue that point, however, he feels comfortable defending the City if the Council chooses to accept Topco as an alternate supplier. Mr. Thompson states that this is based on the information he has already reviewed and if someone presents him with additional information, his opinion may change. Mr. Thompson does not recommend denying the bid from Lanier Contracting and accepting the bid from M & H Construction. He feels the Mayor and Council should rebid the project if they don't accept the alternate deduct. More discussion held on this matter.

Mayor Haggard asks if anyone is present from M & H Construction. No one is present. Mayor Haggard states that Keck & Wood has done business with DAVCO in the past and Council Member Stanley has discussed bids with M & H Construction, therefore, he has a conflict of interest with them. Mayor Haggard states that he plans to get proof that Bob Williams flew up from Savannah with Council Member Stanley in his plane. Mayor Haggard states that the Mayor and Council has to stay above reproach and Council Member Stanley is making that very difficult.

Council Member Stanley states that he is not accusing anyone of any improprieties. He was contacted by bidders with complaints and he is only informing the Mayor and Council of those complaints. Mr. Stanley states that he does not feel he has a conflict of interest with DAVCO any more than Bill Johnson does because it is a part of their job to work with the suppliers.

Council Member Everett states that there is a difference between Council Member Stanley's recommendations and Bill Johnson's recommendations because Bill Johnson is not a voting member of the City Council as Mr. Stanley is.

Council Member Morris states that he believes the conflict of interest comes in when Council Member Stanley brought Bob Williams to the Council Meeting and then Mr. Williams accused the City of bid rigging.

Mayor Haggard asks Council Member Stanley if he brought Mr. Williams to the last Council Meeting on his plane. Council Member Stanley states yes, he revealed that at the last meeting and he sees nothing wrong with it.

Council Member Everett moves to accept the recommendation by P.O.H. to accept the alternate supplier, Topco International, and therefore, accept the low bid from Lanier Contracting. Second to the motion by Council Member Morris. Council Member Stanley abstains from voting. Vote unanimous.



**CALLED COUNCIL MEETING  
WEDNESDAY, AUGUST 19, 1992  
MINUTES, CONT'D.  
PAGE 4**

Council Member Morris moves to accept change order #1 for a deduction of \$82,948.00. Second to the motion by Council Member Everett. Vote unanimous.

Mayor Haggard states that he received a letter from Council Member Bailey stating that if the City Attorney found the bids were handled properly, he would be in approval of accepting the low bid. Mayor Haggard states that he also discussed this matter with Council Member Davis and he had the same opinion as Mr. Bailey.

**Swear in Keith Pugh to Appeals Board**

Council Member Morris moves to appoint Keith Pugh to serve on the Appeals Board. Second to the motion by Council Member Everett. Vote unanimous.

Mayor Haggard swears in Mr. Pugh to serve on the Appeals Board.

**Adjournment**

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

Meeting adjourned at 8:15 p.m.

*Judy Foster*



**Contract Change Order**

Account No. 61387

Project: Sugar Hill Water Reclamation Facility

Owner: City of Sugar Hill, Georgia

Change Order No. 1 Present Contract Amount \$1,619,443.00

Change in Contract Time: 0 Calendar Days Amount of this Change Order \$82,948.00

Revised Completion Date: N/A Revised Contract Amount \$1,536,995.00

**REVISION DESCRIPTION**

See Attachment A.

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

CHANGE RECOMMENDED BY:  
PIEDMONT OLSEN HENSLEY

By 

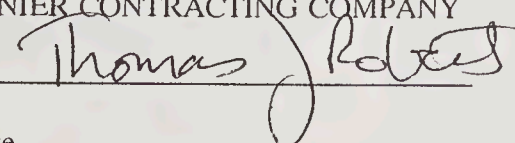
Date \_\_\_\_\_

CHANGE APPROVED BY:  
CITY OF SUGAR HILL, GEORGIA

By 

Date 8/19/92

CHANGE ACCEPTED BY:  
LANIER CONTRACTING COMPANY

By 

Date \_\_\_\_\_

By \_\_\_\_\_

Date \_\_\_\_\_

Attachment A

Definition of Changes

| Item                                         | Description                                                                                                                                                                                                 | Unit | Change in Cost |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------|
| 1                                            | Combine the two motor control centers as shown on drawings into one cabinet.                                                                                                                                | L.S. | -\$3,000.00    |
| 2                                            | Use Capital Control's chlorination and Stranco metering pumps in lieu of Wallace and Tiernan as specified in Bid Documents                                                                                  | L.S. | -\$3,790.00    |
| 3                                            | Change the bulk storage tank to polyethylene and delete the insulation and heat tracing as specified in the bid documents                                                                                   | L.S. | -\$3,000.00    |
| 4                                            | Revise the influent pump station to show Flygt's standard chain material in lieu of stainless steel with reduction in freight and direct purchase of controls on hatches from Flygt.                        | L.S. | -\$5,250.00    |
| 5                                            | Change chlorine contact chamber from steel to reinforced concrete.                                                                                                                                          | L.S. | -\$10,590.00   |
| 6                                            | Change control building roof to standing seam and walls to V-rib and insulation to fiberglass in lieu of "sandwich" roof and wall panels and polyurethane foam insulation as specified in the Bid Documents | L.S. | -\$17,259.00   |
| 7                                            | Delete all piping, valves, meters, and vaults connected with this tie-in to the Gwinnett County Water System.                                                                                               | L.S. | -\$40,059.00   |
| Total Amount of Change for this Change Order |                                                                                                                                                                                                             |      | -\$82,948.00   |



# CITY OF SUGAR HILL

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

TO: MAYOR AND COUNCIL  
FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE  
DATE: OCTOBER 12, 1992  
RE: SEPTEMBER BUDGET RESULTS

---

## OPERATIONS:

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

|             |            |
|-------------|------------|
| General     | <\$18,478> |
| Sanitation  | <\$ 2,449> |
| Gas         | \$18,872   |
| Water       | \$29,153   |
| Street      | <\$13,462> |
| Sewer       | <\$19,894> |
| Golf Course | <\$ 3,206> |
| Total       | <\$ 9,464> |

## CASH BALANCE:

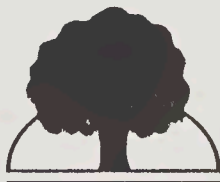
At the end of September, the city had total cash in operating accounts of \$72,180.92. This does not include money held in investments.

## INVESTMENTS:

\$0.00 remain in our investment accounts at the end of September.

## CONSTRUCTION:

During September, the city spent \$12,271.00 for construction of the golf course and waste water treatment facility.



# CITY OF SUGAR HILL

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

TO: MAYOR AND COUNCIL

FROM: SANDRA RICHARDS, DIRECTOR OF FINANCE

DATE: OCTOBER 12, 1992

RE: POSSIBLE REFINANCE OF THE 1989 PUBLIC UTILITY REVENUE BONDS

---

Due to the fact that interest rates have dropped dramatically since our 1989 Public Utility Revenue Bonds were issued, we have explored the idea of a possible refinance. Our hopes being that we could free up the money that is sitting over at Trust Company Bank earning interest which is subject to Arbitrage while at the same time possibly reducing our debt service payments.

We gave Trust Co. Bank of Atlanta and Southtrust Bank an opportunity to check into a possible refinance. Trust Company supposedly ran the numbers and we were advised that a refinance at this time would not prove to be profitable. However, Southtrust Bank found that there were substantial possible savings.

There are several different avenues available to the City, as seen by Southtrust Bank. First, we can keep everything as is. That is to have over \$700,000 in a Debt Service Reserve Account at Trust Company Bank that is so-called "BAD MONEY". This money is held as protection to the bond holders that the City will not default on any payments. This option would not change our current situation.

Another option was to take out all money at Trust Company and with the refinance at Southtrust, build back into the bonds the money we currently have on reserve. This option would reduce our outstanding bonds and our annual debt service payment. However, no cash would be available to the City.

The Third option is to take out all the money at Trust Company and with the refinance at Southtrust, issue bonds in the amount that is currently outstanding. This option would keep the debt service payments at current levels, however, would give the City close to \$620,000 cash at closing. (In essence, we would be receiving the money that is currently in the Debt Service Account at Trust Company now instead of year 2014). Our effective interest rate would drop from 7.15% to 6.20%. (Please refer to the attached reports from Southtrust Bank.)

I recommend to the council that we proceed with the idea of a refinance with Southtrust Bank going with the third option. This would not only free \$620,000 in cash, but would lower the effective interest rate on the bonds. The \$620,000 would be deposited into an investment account to start rebuilding our portfolio that has been depleted due to the budget overruns from the Golf Course construction.

Should the council give consensus to proceed with this option, I will contact that people at Southtrust Bank to set up a meeting where the council, the city auditor and the staff will be able to ask any questions.

City of Sugar Hill, Georgia  
 Public Utility Revenue Refunding Bonds  
 AAA/Aaa (NBIA Insured)  
 Series 1992  
 SOURCES AND USES

| Dated 12/01/1992                                  | Delivery 12/01/1992   |
|---------------------------------------------------|-----------------------|
| Par Amount of Bonds.....                          | \$8,015,000.00        |
| Transfers from Prior Issue OSR Funds.....         | 150,000.00            |
| Transfers from Prior Issue Debt Service Fund..... | 215,192.00            |
| <b>Total Sources</b>                              | <b>\$8,380,192.00</b> |
| <br>                                              |                       |
| Total Underwriter's Discount (1.000%).....        | \$80,150.00           |
| Costs of Issuance.....                            | 48,000.00             |
| Gross Bond Insurance Premium.....                 | 50,874.38             |
| Deposit to Debt Service Reserve Fund (DSRF).....  | 26,550.91             |
| Deposit to Escrow Fund.....                       | 8,170,673.18          |
| Contingency.....                                  | 3,943.53              |
| <b>Total Uses</b>                                 | <b>\$8,380,192.00</b> |

SouthTrust Securities, Inc.  
 Capital Markets

FILE = NEWSPLIT  
 10/ 9/1992 3:18 PM

| City of Sugar Hill, Georgia<br>Public Utility Revenue Refunding Bonds<br>AAA/Aaa (MBIA Insured)<br>Series 1992<br>DEBT SERVICE COMPARISON FROM 12/01/1992 |                      |                      |                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|---------------------|
| DATE                                                                                                                                                      | NEW NET O/S          | PRIOR NET O/S        | SAVINGS             |
| 12/01/1992                                                                                                                                                | -                    | -                    | -                   |
| 12/01/1993                                                                                                                                                | 592,992.50           | 595,902.50           | 2,910.00            |
| 12/01/1994                                                                                                                                                | 598,942.50           | 603,030.00           | 4,087.50            |
| 12/01/1995                                                                                                                                                | 608,867.50           | 609,125.00           | 257.50              |
| 12/01/1996                                                                                                                                                | 612,867.50           | 614,172.50           | 1,305.00            |
| 12/01/1997                                                                                                                                                | 616,067.50           | 618,157.50           | 2,090.00            |
| 12/01/1998                                                                                                                                                | 623,147.50           | 625,898.75           | 2,751.25            |
| 12/01/1999                                                                                                                                                | 629,177.50           | 632,212.50           | 3,035.00            |
| 12/01/2000                                                                                                                                                | 639,097.50           | 641,910.00           | 2,812.50            |
| 12/01/2001                                                                                                                                                | 657,597.50           | 659,460.00           | 1,862.50            |
| 12/01/2002                                                                                                                                                | 684,077.50           | 684,150.00           | 72.50               |
| 12/01/2003                                                                                                                                                | 703,177.50           | 703,190.00           | 12.50               |
| 12/01/2004                                                                                                                                                | 714,752.50           | 718,190.00           | 3,437.50            |
| 12/01/2005                                                                                                                                                | 748,947.50           | 748,190.00           | (757.50)            |
| 12/01/2006                                                                                                                                                | 729,587.50           | 733,871.25           | 4,283.75            |
| 12/01/2007                                                                                                                                                | 734,300.00           | 734,146.25           | (153.75)            |
| 12/01/2008                                                                                                                                                | 752,000.00           | 751,521.25           | (478.75)            |
| 12/01/2009                                                                                                                                                | 756,500.00           | 760,452.50           | 3,952.50            |
| 12/01/2010                                                                                                                                                | 758,597.50           | 761,022.50           | 2,425.00            |
| 12/01/2011                                                                                                                                                | 758,257.50           | 758,392.50           | 135.00              |
| 12/01/2012                                                                                                                                                | 750,445.00           | 752,822.50           | 2,377.50            |
| 12/01/2013                                                                                                                                                | 750,757.50           | 753,945.00           | 3,187.50            |
| 12/01/2014                                                                                                                                                | 516,344.09           | (135,001.80)         | (651,345.89)        |
| <b>TOTAL</b>                                                                                                                                              | <b>14,936,501.59</b> | <b>14,324,760.70</b> | <b>(611,740.89)</b> |

SouthTrust Securities, Inc.  
Capital Markets

FILE = NEWSPLIT  
10/ 9/1992 3:17 PM

|                                                    |                     |
|----------------------------------------------------|---------------------|
| GROSS PRESENT VALUE DEBT SERVICE SAVINGS           | \$158,815.55        |
| Other Benefits.....                                | 618,897.00          |
| Deposit to Debt Service Fund.....                  | -                   |
| Amount released from Prior Issue OSR Funds.....    | -                   |
| Other Costs.....                                   | -                   |
| Cash Contribution.....                             | -                   |
| Transfers from Prior Issue Debt Service Fund.....  | 215,192.00          |
| <b>NET PRESENT VALUE BENEFIT</b>                   | <b>\$562,520.55</b> |
| Savings as a % of refunded bond principal amount.. | 13.7036281%         |

TAX DIGEST COMPARISON

Final 1991 Tax Digest

|                        |                |
|------------------------|----------------|
|                        | 40% Assessment |
| \$63,435,796.00        | Exemptions     |
| - 2,681,068.00         | Taxable Amount |
| <u>\$60,754,728.00</u> | Mils           |
| x .006                 | Amount Billed  |
| \$ 364,528.37          |                |

1st 1992 Tax Digest

|                        |                |
|------------------------|----------------|
|                        | 40% Assessment |
| \$75,449,380.00        | Exemptions     |
| - 2,681,068.00         | Taxable Amount |
| <u>\$72,768,312.00</u> | Mils           |
| x .006                 | Amount Billed  |
| \$ 436,609.87          |                |

|  |          |
|--|----------|
|  | 5.5 Mils |
|  | 5 Mils   |
|  | 4.5 Mils |
|  | 4 Mils   |

|                                        |                |
|----------------------------------------|----------------|
| 1989 Property Taxes.....               | \$ 214,393.90  |
| 1990 Property Taxes.....               | \$ 220,078.34  |
| 1991 Property Taxes - 1st Billing..... | \$ 271,430.78  |
| 1991 Property Taxes - 2nd Billing..... | \$ 364,528.37* |

\* Includes the \$271,430.78 from the 1991 1st Tax Billing.

10/12/92  
JLF



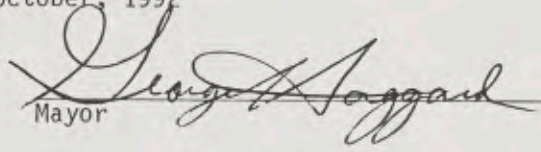
RESOLUTION

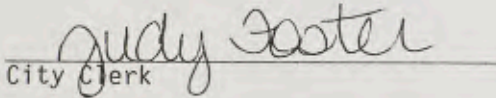
At a regular meeting of the Council of the City of Sugar Hill, held on October 12, 1992, a quorum being present, it was duly moved, seconded and passed; that

Be, and it hereby is resolved that the Tax Millage Rate for the City of Sugar Hill for the calendar year 1992, is hereby established at 4 Mils, which millage rate includes 2 Mils for General Fund and 2 Mils for Sewage and Water Bond Fund.

IT IS SO ORDAINED, this 12th day of October, 1992

ATTEST:

  
Mayor

  
City Clerk



City of Stillburn

CHAPTER 2

Nuisances

State Law Reference: Nuisances, O.C.G.A., Title 41.

- § 11-2-1 Definition.
- § 11-2-2 Jurisdiction to try and abate.
- § 11-2-3 Complaint of nuisance; hearing.
- § 11-2-4 Abatement by city.
- § 11-2-5 Nuisance per se, exception; summary abatement.
- § 11-2-6 Offense; penalty.

Sec. 11-2-1 Definition.

The following conditions may be declared to be nuisances:

- (1) stagnant water on premises;
- (2) any dead or decaying matter, weeds or vegetation over 12 inches in height, any fruit, vegetable, animal or rodent, upon premises which is odorous or capable of causing disease or annoyance to the inhabitants of the city;
- (3) the generation of smoke or fumes in sufficient amount to cause odor or annoyance to the inhabitants of the city;
- (4) the pollution of public water;
- (5) maintaining a dangerous or diseased animal or fowl;
- (6) obstruction of a public street, highway or sidewalk without a permit;
- (7) loud or unusual noises which are detrimental or annoying to the public, including without limitation, unusual loud disturbances in or around churches or multiple-family complexes such as loud music and other activities in swimming pool and clubhouse areas;
- (8) all walls, trees and buildings that may endanger persons or property;
- (9) any business or building where illegal activities are habitually and commonly conducted in such a manner as to reasonably suggest that the owner or operator of the business or building was aware of the illegal activities and failed to reasonably attempt to prevent those activities;
- (10) unused iceboxes, refrigerators and the like unless the doors, latches or locks thereof are removed;
- (11) any trees, shrubbery or other plants or parts thereof, which obstruct clear, safe vision on roadways and intersections of the city; and

(12) any other condition constituting a nuisance under state law.

Sec. 11-2-2 Jurisdiction to try and abate.

The municipal court shall have full jurisdiction to try and dispose of all questions of nuisance affecting the public health or welfare, and shall also have jurisdiction to try and, in case of conviction, to punish persons failing to abate nuisances, as prescribed in section 1-1-8 of this code.

State Law Reference: Jurisdiction of municipal court to determine existence of nuisance and order its abatement, O.C.G.A., Sec. 41-2-5.

Sec. 11-2-3 Complaint of nuisance; hearing.

(a) Any official or inhabitant of the city may direct a complaint of nuisance to the city police department, who shall investigate and may place the complaint on the municipal court docket for a hearing upon the basis of the investigation. The court after a summons to the party involved, shall hold a hearing thereon and upon finding that a nuisance does exist shall issue an order to the owner, agent in control of or tenant in possession, stating that a nuisance has been found to exist and that the nuisance must be abated within so many hours or days as the judge shall deem reasonable, having consideration for the nature of the nuisance and its effect on the public.

(b) Animal control officers, license and building inspectors shall and may also receive complaints, investigate the same and place on the court docket such complaints in the same manner as police officers.

Sec. 11-2-4 Abatement by city.

(a) In any case where the owner, agent or tenant fails to abate the nuisance in the time specified, or where the owner, agent or tenant cannot be served with notice, or where the nature of the nuisance is such, in the opinion of the judge that it must be immediately abated, the judge may issue an order to the chief of police directing the nuisance to be abated. The chief of police in such case, shall keep record of the expenses and cost of abating same, and the costs shall be billed against the owner, agent or tenant for collection as for city revenues.

(b) Other city departments shall assist the chief of police as is necessary in abating nuisances hereunder.

Sec. 11-2-5 Nuisance per se, exception; summary abatement.

Nothing contained in this chapter shall prevent the mayor from summarily and without notice ordering the abatement of or abating any nuisance that is a nuisance per se in the law or

where the case is an urgent one and the health and safety of the public or a portion thereof is in imminent danger.

Sec. 11-2-6      Offense; penalty.

It is hereby declared to be an offense for any owner, agent or tenant to maintain or allow a nuisance to exist. Each day a nuisance is continued shall constitute a separate offense.

State Law Reference: Failure to abate nuisance after order to do so is a state crime, O.C.G.A., Sec. 41-1-6.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 06 - SEWER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>SEWER REVENUES</u></b> |                   |                   |                      |
| Sewer Revenue                | \$224,747         | 313,459           | \$ 291,803           |
| Sewer Impact Fees            | 500,000           | 150,000           | 375,000              |
| Sewer Inspections            | 2,500             | 3,500             | 5,000                |
| Construction Fund Interest   | 12,000            | 10,000            | 12,000               |
| Miscellaneous                | 0                 | 0                 | 0                    |
| <b>TOTAL REVENUES</b>        | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$683,803</b>     |
| <b><u>SEWER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | \$ 25,622         | 30,045            | 28,368               |
| Sewer Charges                | 150,000           | 128,419           | 102,000              |
| Operation, Maint. & Educ.    | 86,150            | 58,540            | 69,428               |
| Supplies & Materials         | 11,000            | 4,800             | 24,000               |
| Debt Service/'74 GO Bond     | 10,100            | 2,073             | 5,100                |
| Debt Service/'89 Rev Bond    | 317,082           | 317,082           | 314,978              |
| <b>TOTAL EXPENSES</b>        | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$543,874</b>     |

The number of customers used to calculate sewer revenue is 65 using 200 gallons per day at current rates.

\* Sewer Impact fees were calculated using 150 new tap-ons at a fee of \$2,500 each.

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 65% of the total \$484,582 in interest expense. The remaining 35% is appropriated in the golf course section.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 07 - GOLF COURSE FUND

Summary by Category:

|                                 | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------------|-------------------|-------------------|----------------------|
| <u>GOLF COURSE REVENUES</u>     |                   |                   |                      |
| Green Fees and Cart             |                   | 241,000           | \$845,071            |
| Pro Shop                        |                   | 10,500            | 39,000               |
| Snack Bar                       |                   | 11,000            | 11,700               |
| Driving Range                   |                   | 0                 | 30,000               |
| Resident Cards                  |                   | 1,100             | 500                  |
| Tournament Fees                 |                   | 4,500             |                      |
| Miscellaneous                   |                   | 300               | 500                  |
| <b>TOTAL REVENUE</b>            | <b>\$456,540</b>  | <b>\$263,900</b>  | <b>\$931,271</b>     |
| <br><u>GOLF COURSE EXPENSES</u> |                   |                   |                      |
| Personal Services               | \$308,685         | 309,660           | 402,527              |
| Inventories                     | 0                 | 0                 | 37,800               |
| Operation, Maint. & Educ.       | 131,242           | 107,480           | 211,493              |
| Supplies & Materials            | 141,577           | 79,000            | 89,000               |
| Debt Service/'89 Rev Bond       | 170,736           | 170,736           | 169,604**            |
| <b>TOTAL EXPENSES</b>           | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$910,424</b>     |

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 35% of the total \$484,582 in interest expense. The remaining 65% is appropriated in the Sewer Fund section.

THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR  
THE 1993 ENTERPRISE FUNDS BUDGET

**SANITATION FUND - REVENUES**

|                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sanitation Sales | 204,221           | 195,000           | 234,864           | 200,000              |
| 31600 Tipping Fees     | 1,908             | 5,250             | 1,740             | 5,000                |
| 31800 Lease Payments   | 22,080            | 22,080            | 22,080            | 22,080               |
| 32500 Miscellaneous    | 0                 | 100               | 50                | 100                  |
| <b>TOTALS</b>          | <b>228,209</b>    | <b>\$ 222,430</b> | <b>\$258,734</b>  | <b>\$222,180</b>     |

**SANITATION FUND - EXPENSES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 44500 Subsidy            | \$14,259          | \$ 20,000         | 19,500            | \$ 20,000            |
| 45000 Commercial         | 56,210            | 58,000            | 63,987            | 60,000               |
| 45500 Multi-Family       | 9,859             | 10,000            | 11,779            | 12,000               |
| 46000 Residential        | 149,524           | 115,080           | 176,127           | 140,000              |
| 47000 Gas Dump Maint.    | 2,519             | 2,000             | 3,200             | 800                  |
| 48000 Diesel Dump Maint. | 507               | 1,500             | 1,200             | 650                  |
| 91500 Miscellaneous      | 0                 | 1,000             | 0                 | 500                  |
| <b>TOTALS</b>            | <b>232,878</b>    | <b>\$ 207,580</b> | <b>\$275,793</b>  | <b>\$233,950</b>     |



**GAS FUND - REVENUES**

|                         | Actual<br>FY 1991  | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|-------------------------|--------------------|--------------------|--------------------|----------------------|
| 30100 Gas Sales         | \$1,432,665        | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| 30400 Gas Tap Fees      | 41,490             | 30,000             | 25,000             | 20,650               |
| 30500 Gas Meter Sales   | 12,365             | 5,000              | 6,000              | 5,900                |
| 30800 Extended Gas Line | 4,269              | 1,000              | 225                | 500                  |
| 31000 Cut Gas Line      | 0                  | 500                | 0                  | 500                  |
| 32000 Miscellaneous     | 54                 | 500                | 0                  | 500                  |
| <b>TOTALS</b>           | <b>\$1,490,843</b> | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |

**GAS FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | \$ 83,674         | 103,856           | \$103,856         | \$ 115,855           |
| 40300 Deferred Compensation   | 0                 | 0                 | 360               | 2,160                |
| 40500 Bonuses                 | 435               | 2,208             | 2,208             | 2,396                |
| 40500 Employer FICA           | 6,401             | 7,944             | 8,500             | 8,863                |
| 40800 SUTA                    | 776               | 808               | 2,000             | 884                  |
| 40900 Retirement              | 4,107             | 4,732             | 4,732             | 5,456                |
| 41000 Group Insurance         | 18,533            | 25,188            | 25,188            | 32,372               |
| 41100 Uniforms                | 484               | 500               | 300               | 500                  |
| 42000 Training & Travel       | 2,963             | 2,500             | 2,000             | 2,500                |
| 42100 Drug Testing            | 1,393             | 1,200             | 0                 | 1,000                |
| 43000 Natural Gas             | 665,428           | 987,347           | 750,000           | 1,050,000            |
| 43500 Propane                 | 0                 | 20,000            | 0                 | 20,000               |
| 43600 Peak Shaving Maint.     | 1,390             | 1,500             | 1,100             | 1,500                |
| 43700 Office Supplies (1/2)   | 0                 | 0                 | 0                 | 500                  |
| 43800 Utility Barn Maint.     | 324               | 1,000             | 500               | 1,000                |
| 43900 Utility Barn Utilities  | 658               | 1,000             | 2,500             | 3,000                |
| 44100 Utility Locates Fax     | 316               | 500               | 500               | 750                  |
| 44200 High Pressure Gas Line  | 3,000             | 500               | 19,100            | 150,000              |
| 45000 Gas Meter Purchase      | 28,669            | 20,000            | 20,000            | 22,500               |
| 45200 Pipe & Fittings         | 56,396            | 50,000            | 40,000            | 55,000               |
| 45400 Supplies                | 12,765            | 12,000            | 5,000             | 13,000               |
| 45500 Mechanics Supply        | 1,267             | 1,000             | 2,000             | 3,000                |
| 45600 Equipment Purchase      | 22,248            | 2,000             | 6,100             | 40,200               |
| 45800 Equipment Maint.        | 6,723             | 5,500             | 2,500             | 5,800                |
| 46000 Tool Rental             | 621               | 1,000             | 800               | 1,000                |
| 47100 Gas Authority Meter Fee | 13,528            | 17,500            | 5,000             | 5,000                |
| 47300 Gas Consultant          | 3,360             | 3,500             | 3,500             | 5,000                |

GAS FUND - EXPENSES, Cont'd

|                              | Actual<br>FY 1991 | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|------------------------------|-------------------|--------------------|--------------------|----------------------|
| 47500 Radio Transmitting Fee | 510               | 1,000              | 750                | 1,000                |
| 47600 Radio Maint. Fee       | 350               | 1,000              | 500                | 750                  |
| 47700 Cathodic Protection    | 7,644             | 5,000              | 5,000              | 20,000               |
| 47900 Gas Leak Cont. Service | 6,695             | 5,000              | 3,500              | 5,000                |
| 49000 Other Contract Service | 1,304             | 1,500              | 8,500              | 5,000                |
| 50000 Veh. #202 Maint.       | 445               | 500                | 700                | 530                  |
| 51000 Veh. #205 Maint.       | 1,222             | 1,000              | 450                | 800                  |
| 51300 Veh. #206 Maint.       | 315               | 500                | 250                | 800                  |
| 51400 Veh. #203 Maint.(1/2)  |                   |                    | 0                  | 265                  |
| 52000 #3 Price Rd GBED       | 5,126             | 1,200              | 1,200              | 1,200                |
| 52100 #1 Davis Street        | 152               | 250                | 0                  | 250                  |
| 52200 #2 Whitehead Rd        | 1,103             | 1,000              | 850                | 1,000                |
| 52300 #4 Border St Gbed      | 0                 | 1,000              | 450                | 1,000                |
| 53500 Transco Meter Phone    | 365               | 300                | 300                | 5,000                |
| 59600 Cut Lines              | 1,438             | 1,500              | 300                | 1,500                |
| 70000 Miscellaneous          | 1,088             | 1,000              | 1,600              | 1,000                |
| <b>TOTALS</b>                | <b>\$ 963,215</b> | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,594,331</b>   |

**WATER FUND - REVENUES**

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Water Sales         | 454,075           | 631,212           | 540,231           | 697,376              |
| 30500 Water Tap Fee       | 125,075           | 80,500            | 50,000            | 43,875               |
| 31000 Water Meter Sales   | 11,960            | 7,000             | 4,500             | 3,250                |
| 31500 Water Backflow Fees | 4,776             | 3,500             | 2,500             | 1,625                |
| 32000 Cut Line Penalties  | 0                 | 1,000             | 0                 | 1,000                |
| 32500 Miscellaneous       | 104               | 500               | 1,400             | 500                  |
| <b>TOTALS</b>             | <b>\$595,990</b>  | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$746,001</b>     |

**WATER FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | 168,877           | 228,030           | 170,000           | 237,411              |
| 40500 Bonuses                 | 2,794             | 3,448             | 3,448             | 4,559                |
| 40600 Employer FICA           | 12,924            | 17,444            | 18,000            | 18,162               |
| 40800 SUTA                    | 1,393             | 1,839             | 1,200             | 2,040                |
| 40900 Retirement              | 5,320             | 10,316            | 4,500             | 12,863               |
| 41000 Group Insurance         | 36,012            | 57,396            | 50,000            | 87,593               |
| 41100 Uniforms                | 673               | 500               | 350               | 500                  |
| 42000 Training & Travel       | 1,307             | 1,500             | 1,800             | 1,500                |
| 42200 Water Meter Purchase    | 9,286             | 6,000             | 1,500             | 6,000                |
| 42400 Backflow Preventor      | 3,190             | 3,000             | 250               | 2,500                |
| 43100 Water Tank Meter #1     | 221,486           | 240,000           | 200,000           | 220,000              |
| 43200 P.I.B Meter #2          | 32,694            | 35,000            | 7,692             | 20,000               |
| 43300 Davis St Meter #3       | 75                | 75                | 75                | 75                   |
| 43400 Whitehead Rd Meter #4   | 4,128             | 4,700             | 8,500             | 8,500                |
| 43500 Hilltop Meter #5        | 2,334             | 2,600             | 3,000             | 3,200                |
| 43600 Pinedale Meter #6       | 2,442             | 1,750             | 6,500             | 8,200                |
| 43700 West Price Meter #7     | 9,689             | 10,100            | 9,000             | 10,500               |
| 44100 Utility Locate Fax/Dues | 315               | 1,000             | 450               | 750                  |
| 44300 Radio Maint. Fee        | 350               | 1,000             | 450               | 750                  |
| 44400 Radio Transmitting Fee  | 510               | 1,000             | 700               | 1,000                |
| 44500 Equipment Purchase      | 1,729             | 2,000             | 1,500             | 30,000               |
| 44700 Equipment Maint.        | 3,449             | 2,000             | 2,500             | 5,800                |
| 44900 Tool Rental             | 621               | 1,000             | 1,000             | 1,000                |
| 45000 Pipe & Fittings         | 23,622            | 20,000            | 8,500             | 17,000               |
| 45100 PIB Pump Maint.         | 2,721             | 3,200             | 4,000             | 4,000                |
| 45200 Water Tank Maint.       | 3,629             | 1,000             | 350               | 750                  |

WATER FUND - EXPENSES - Cont'd

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 45300 PIB Pump Station Maint. | 807               | 1,000             | 75                | 500                  |
| 45400 Contract Services       | 1,777             | 2,000             | 375               | 1,000                |
| 45500 Mechanics Supply        | 1,263             | 500               | 2,500             | 3,000                |
| 45600 Office Supplies (1/2)   | 0                 | 0                 | 0                 | 500                  |
| 56000 Vehicle Purchase        | 0                 | 0                 | 17,698            | 12,000               |
| 56100 '74 GO Bond Interest    | 0                 | 10,000            | 2,703             | 5,000                |
| 56200 '74 GO Bond Agent Fee   | 0                 | 100               | 0                 | 100                  |
| 56300 Veh. #217 Maint.        | 0                 | 0                 | 300               | 300                  |
| 56500 Supplies                | 2,955             | 1,500             | 3,000             | 2,000                |
| 56600 Consultants Fees        | 3,464             | 2,000             | 0                 | 1,500                |
| 56700 Veh. #215 Maint.        | 365               | 1,000             | 250               | 530                  |
| 57000 Veh. #214 Maint.        | 802               | 1,000             | 250               | 530                  |
| 57100 Veh. #204 Maint.        | 0                 | 0                 | 500               | 530                  |
| 57500 Veh. #209 Maint         | 1,876             | 1,500             | 1,400             | 800                  |
| 58000 Veh. #212 Maint.        | 570               | 1,000             | 750               | 550                  |
| 58500 Veh. #216 Maint.        | 1,194             | 1,000             | 2,100             | 750                  |
| 58600 Veh. #203 Maint.        | 0                 | 0                 | 0                 | 265                  |
| 58800 Cut Lines               | 1,438             | 1,500             | 200               | 750                  |
| 58900 Water Assoc. Dues       | 155               | 300               | 120               | 300                  |
| 59000 Miscellaneous           | 340               | 1,000             | 1,600             | 1,000                |
| <b>TOTALS</b>                 | <b>\$568,576</b>  | <b>\$688,848</b>  | <b>\$539,086</b>  | <b>\$736,558</b>     |

**STREET AND BRIDGE FUND - REVENUES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30300 County Paving Tax       | 67,749            | 70,000            | 59,000            | 55,000               |
| 30500 Subdivision Sign Permit | 1,075             | 500               | 650               | 700                  |
| 30600 Subdivision Sign Sales  | 197               | 500               | 700               | 700                  |
| 31000 Street Sign Sales       | 0                 | 1,000             | 300               | 500                  |
| 31100 Street Light Revenue    | 5,661             | 6,500             | 6,800             | 7,080                |
| <b>TOTALS</b>                 | <b>\$78,310</b>   | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$63,980</b>      |

**STREET AND BRIDGE FUND - EXPENSES**

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages     | 33,761            | 37,399            | 62,791            | 69,367               |
| 40500 Bonuses              | 355               | 255               | 350               | 1,225                |
| 40800 Employer FICA        | 2,582             | 2,861             | 4,500             | 5,307                |
| 40800 SUTA                 | 258               | 441               | 500               | 680                  |
| 40900 Retirement           | 314               | 1,298             | 650               | 2,584                |
| 41000 Group Insurance      | 4,128             | 9,108             | 5,500             | 28,248               |
| 41100 Street Patching      | 5,653             | 70,000            | 27,000            | 55,000               |
| 41200 Gravel               | 415               | 3,000             | 1,200             | 3,000                |
| 41300 Street Signs & Posts | 2,710             | 3,000             | 3,000             | 3,500                |
| 41400 Street Lights        | 37,691            | 43,500            | 42,771            | 43,500               |
| 41500 Traffic Lights       | 565               | 1,000             | 450               | 750                  |
| 41600 Uniforms             | 164               | 200               | 0                 | 300                  |
| 41800 Chemicals            | 657               | 3,000             | 0                 | 1,500                |
| 42000 Equipment Purchase   | 16,174            | 2,000             | 3,660             | 5,000                |
| 42200 Equip Maint.         | 0                 | 0                 | 1,500             | 2,000                |
| 42400 Supplies             | 1,773             | 1,500             | 750               | 1,500                |
| 42500 Van Maint.           | 214               | 1,000             | 1,000             | 550                  |
| 43000 Subdivision Signs    | 324               | 150               | 50                | 50                   |
| 43500 Contract Services    | 0                 | 0                 | 250               | 500                  |
| 44900 Miscellaneous        | 0                 | 500               | 500               | 500                  |
| <b>TOTALS</b>              | <b>\$107,738</b>  | <b>\$180,212</b>  | <b>\$156,422</b>  | <b>\$225,061</b>     |

**SEWER FUND - REVENUES**

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sewer Revenue         | \$263,455         | \$224,747         | \$313,459         | \$ 291,803           |
| 30600 Sewer Impact Fees     | \$670,191         | 500,000           | 150,000           | 375,000              |
| 31000 Sewer Inspection Fees | 13,630            | 2,500             | 3,500             | 5,000                |
| 31200 Interest/Const. Funds | 24,751            | 12,000            | 10,000            | 12,000               |
| 31500 Miscellaneous         | 542               | 0                 | 0                 | 0                    |
| <b>TOTALS</b>               | <b>\$972,569</b>  | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$ 683,803</b>    |

**SEWER FUND - EXPENSES**

|                              | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages         | \$ 21,002         | \$ 18,171         | 22,457            | 19,094               |
| 40300 Deferred Compensation  | 0                 | 0                 | 540               | 720                  |
| 40500 Bonuses                | 210               | 270               | 270               | 175                  |
| 40600 Employer FICA          | 1,624             | 1,390             | 2,117             | 1,461                |
| 40800 SUTA                   | 116               | 147               | 200               | 136                  |
| 40900 Retirement             | 1,052             | 1,090             | 673               | 1,146                |
| 41000 Group Insurance        | 4,227             | 4,554             | 4,268             | 5,636                |
| 41100 Uniforms               | 209               | 500               | 0                 | 500                  |
| 41200 Veh. #208 Maint        | 868               | 1,500             | 1,300             | 540                  |
| 42000 Training & Travel      | 762               | 1,500             | 1,100             | 2,000                |
| 42200 Equipment Purchase     | 45                | 2,000             | 2,500             | 12,000               |
| 42400 Equipment Maint.       | 0                 | 1,000             | 505               | 2,000                |
| 42500 Chemicals              | 2,040             | 3,000             | 1,500             | 3,000                |
| 42600 Pipe & Fittings        | 2,018             | 2,000             | 500               | 2,000                |
| 42700 Supplies               | 1,676             | 1,000             | 250               | 5,000                |
| 42900 Infiltration Supplies  | 159               | 2,000             | 50                | 2,000                |
| 43100 Sewer Treatment Fees   | 143,014           | 150,000           | 126,919           | 100,000              |
| 43300 S.S. Plant Equip.      | 107               | 5,000             | 0                 | 0                    |
| 43500 S.S. Plant Maint.      | 807               | 2,000             | 1,500             | 2,000                |
| 43700 S.S. Plant Supplies    | 807               | 1,000             | 0                 | 0                    |
| 43900 S.S. Plant Veh. Maint. | 785               | 1,000             | 0                 | 0                    |
| 44100 S.S. Sludge Disposal   | 0                 | 5,000             | 0                 | 0                    |
| 44300 S.S. Others            | 0                 | 500               | 0                 | 0                    |
| 50100 N. Ave w/ Generator    | 596               | 1,000             | 1,700             | 1,200                |
| 50200 Old Suwanee Rd         | 903               | 1,500             | 1,100             | 1,750                |
| 50300 N. Ave w/o Generator   | 191               | 500               | 1,500             | 500                  |
| 50400 Pinecrest Rd           | 8,518             | 7,500             | 7,000             | 9,000                |

SEWER FUND - EXPENSES, CONT'D

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 50500 Old Cumming Rd        | 588               | 1,000             | 500               | 1,000                |
| 50600 Oak Grove Dr          | 5,661             | 9,000             | 6,500             | 11,000               |
| 50700 Border Street         | 2,382             | 2,000             | 1,500             | 2,250                |
| 50800 Pine Street           | 1,717             | 2,000             | 2,600             | 2,000                |
| 50900 Hillcrest Dr          | 7,640             | 4,000             | 2,500             | 4,000                |
| 51000 Creek Lane            | 5,789             | 4,500             | 2,500             | 5,000                |
| 51100 Sugar Creek Dr        | 7,476             | 3,000             | 4,000             | 3,000                |
| 51200 Sycamore Summit       | 5,304             | 4,500             | 7,000             | 4,500                |
| 51300 Parkview North        | 6,409             | 2,000             | 3,000             | 3,000                |
| 51400 N. Gwinnett Townhomes | 1,976             | 2,200             | 3,000             | 2,200                |
| 51500 Bent Creek            | 388               | 1,500             | 1,500             | 1,500                |
| 51600 Lakefield Forrest     | 0                 | 500               | 500               | 1,000                |
| 51700 Hidden Meadows        | 368               | 1,000             | 350               | 1,000                |
| 51800 Parkview East         | 394               | 1,000             | 1,000             | 1,200                |
| 51900 Peachtree Village     | 1,177             | 1,200             | 650               | 1,200                |
| 52000 Shoneys               | 1,205             | 2,500             | 2,500             | 2,300                |
| 52100 Princeton Oaks        | 314               | 1,000             | 200               | 750                  |
| 52200 The Springs           |                   |                   | 0                 | 500                  |
| 52300 Flowmeter - Davis Rd  | 193               | 1,000             | 175               | 1,000                |
| 52400 Liftstation Alarm     | 0                 | 250               | 150               | 3,500                |
| 54200 Liftstation TV Camera | 0                 | 10,000            | 10,000            | 10,000               |
| 54500 Liftstation Misc.     | 569               | 500               | 1,200             | 750                  |
| 55100 '74 GO Bond Interest  | 12,475            | 10,000            | 2,703             | 5,000                |
| 55200 '74 GO Bond Agent Fee | 150               | 100               | 0                 | 100                  |
| 55400 '89 Rev Bond Interest | 496,557           | 317,082           | 317,082           | 302,266              |
| 55600 Arbitrage Audit       | 4,000             | 3,000             | 2,000             | 2,000                |
| <b>TOTALS</b>               | <b>\$754,468</b>  | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$543,874</b>     |

**GOLF COURSE - REVENUES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Miscellaneous      | 0                 | 0                 | \$ 300            | \$ 500               |
| 30300 Res. Green Fee     | 0                 | 0                 | 15,000            | 56,832               |
| 30310 Non-Res. Green Fee | 0                 | 0                 | 145,000           | 454,657              |
| 30320 JR/SR Green Fee    | 0                 | 0                 | 6,500             | 56,832               |
| 30500 Cart Fees          | 0                 | 0                 | 70,000            | 276,750              |
| 30700 Driving Range      | 0                 | 0                 | 0                 | 30,000               |
| 30900 Merchandise        | 0                 | 0                 | 10,500            | 39,000               |
| 31100 Concessions        | 0                 | 0                 | 11,000            | 11,700               |
| 31300 Resident Cards     | 0                 | 0                 | 1,100             | 500                  |
| 31500 Tournament Fees    | 0                 | 0                 | 4,500             | 4,500                |
| <b>TOTALS</b>            | <b>\$ 0</b>       | <b>\$456,540</b>  | <b>\$263,900</b>  | <b>\$931,271</b>     |

**GOLF COURSE - EXPENSES**

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages      | 0                 | \$233,269         | 234,000           | 298,319              |
| 40300 Deferred Comp       | 0                 | 3,432             | 5,500             | 5,232                |
| 40500 Bonuses             | 0                 | 1,160             | 1,160             | 3,853                |
| 40600 FICA                | 0                 | 17,845            | 18,000            | 22,821               |
| 40800 SUTA                | 0                 | 4,035             | 3,500             | 1,904                |
| 40900 Retirement          | 0                 | 5,538             | 4,500             | 8,239                |
| 41000 Group Insurance     | 0                 | 42,406            | 43,000            | 62,159               |
| 41200 Training/Travel     | 0                 | 2,900             | 850               | 2,800                |
| 41300 Truck Maint.        | 0                 | 600               | 450               | 600                  |
| 41400 Dump Truck Maint.   | 0                 | 600               | 650               | 500                  |
| 41500 Prison Bus Maint.   | 0                 | 600               | 1,500             | 500                  |
| 41600 Overage/Shortage    | 0                 | 0                 | <180>             | 0                    |
| 41700 Tournament Exp      | 0                 | 0                 | 350               | 2,000                |
| 41800 Temp. Port-o-can    | 0                 | 0                 | 700               | 1,020                |
| 42000 Pro Shop Inventory  | 0                 | 0                 | 0                 | 30,000               |
| 42200 Snack Bar Inventory | 0                 | 0                 | 0                 | 7,800                |
| 42900 Mileage             | 0                 | 1,200             | 350               | 1,200                |
| 43000 Equip Maint.        | 0                 | 3,600             | 6,500             | 23,500               |
| 43100 Gas & Oil           | 0                 | 5,200             | 11,000            | 12,000               |
| 43300 Equip Purchase      | 0                 | 0                 | 3,000             | 14,964               |
| 43600 Office Supplies     | 0                 | 400               | 2,500             | 1,200                |
| 43700 Ice Exp             | 0                 | 0                 | 250               | 1,000                |
| 43800 Printing            | 0                 | 4,250             | 300               | 4,500                |
| 43900 Dues & Subscrip     | 0                 | 1,500             | 400               | 1,500                |
| 44000 Postage             | 0                 | 875               | 200               | 2,500                |
| 44100 Advertising         | 0                 | 500               | 500               | 6,000                |
| 44200 Clubhouse Rental    | 0                 | 899               | 1,500             | 4,740                |
| 44300 Rental Equip        | 0                 | 3,300             | 1,100             | 2,496                |
| 44400 Electricity         | 0                 | 21,500            | 30,000            | 35,000               |
| 44500 Water               | 0                 | 88,710            | 30,000            | 20,000               |
| 44600 Consulting Fees     | 0                 | 0                 | 0                 | 2,000                |



GOLF COURSE - EXPENSES CONT'D

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 44700 Credit Card Proc     | 0                 | 0                 | 1,500             | 4,647                |
| 44800 Janitorial Supplies  | 0                 | 325               | 500               | 600                  |
| 44900 Debt Service         | 0                 | 170,736           | 170,736           | 169,604              |
| 45000 Miscellaneous        | 0                 | 600               | 2,000             | 2,000                |
| 45100 Safety Supplies      | 0                 | 40                | 350               | 400                  |
| 45200 Prison Labor         | 0                 | 22,999            | 23,000            | 24,150               |
| 45300 Cart Leasing         | 0                 | 21,000            | 21,000            | 44,400               |
| 45400 Irrigation Maint.    | 0                 | 4,200             | 3,000             | 4,200                |
| 45500 Cart Bldg Maint.     | 0                 | 0                 | 0                 | 300                  |
| 45600 Path & Bridge Maint. | 0                 | 1,740             | 0                 | 18,000               |
| 45800 Golf Accessories     | 0                 | 0                 | 0                 | 0                    |
| 46000 Crossties            | 0                 | 1,416             | 500               | 0                    |
| 46200 Sand & Topsoil       | 0                 | 6,500             | 4,000             | 6,500                |
| 46400 Sod & Seed           | 0                 | 784               | 1,000             | 5,000                |
| 46600 Drainage             | 0                 | 5,040             | 100               | 500                  |
| 46800 Pest Control         | 0                 | 312               | 500               | 864                  |
| 47000 Licenses & Permits   | 0                 | 800               | 50                | 500                  |
| 48000 Lime & Fertilizer    | 0                 | 18,100            | 6,500             | 14,200               |
| 48200 Other Chemicals      | 0                 | 12,800            | 5,000             | 12,800               |
| 48400 Office Equip Maint.  | 0                 | 750               | 1,000             | 804                  |
| 48500 Telephone            | 0                 | 2,400             | 3,500             | 5,496                |
| 48600 Radio Maint.         | 0                 | 204               | 60                | 204                  |
| 48800 Cart Maint.          | 0                 | 300               | 1,500             | 2,508                |
| 49000 Attorney Fees        | 0                 | 500               | 5,000             | 1,500                |
| 49200 Signage Maint.       | 0                 | 400               | 0                 | 400                  |
| 49300 Maint. Bldg Maint.   | 0                 | 0                 | 0                 | 1,200                |
| 49400 Small Tools          | 0                 | 600               | 1,100             | 1,500                |
| 49500 Shop Supplies/Equip  | 0                 | 0                 | 0                 | 2,300                |
| 49600 Security             | 0                 | 29,375            | 3,500             | 2,000                |
| 49700 Driving Range Exp    | 0                 | 0                 | 0                 | 3,000                |
| 49800 Erosion Control      | 0                 | 5,000             | 0                 | 500                  |
| 49900 Veh. Purchase        | 0                 | 0                 | 9,900             | 0                    |
| <b>TOTALS</b>              | <b>\$ 0</b>       | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$910,424</b>     |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
VARIANCE FOR THE FISCAL YEAR 1993**

|                                                | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------------------------|-------------------|-------------------|-------------------|----------------------|
| General Fund Revenues                          | \$838,574         | \$740,000         | \$ 730,913        | \$ 981,225           |
| General Fund Expenses                          | 529,593           | 643,548           | 659,833           | 748,860              |
| Sanitation Fund Revenues                       | 228,209           | 222,430           | 258,734           | 222,180              |
| Sanitation Fun Expenses                        | 232,878           | 207,580           | 275,793           | 233,950              |
| Gas Fund Revenues                              | 1,490,843         | 1,687,000         | 1,689,274         | 1,921,422            |
| Gas Fund Expenses                              | 963,215           | 1,295,033         | 1,032,094         | 1,594,331            |
| Water Fund Revenues                            | 595,990           | 723,712           | 598,631           | 746,001              |
| Water Fund Expenses                            | 568,576           | 688,848           | 539,086           | 736,558              |
| S & B Fund Revenues                            | 78,310            | 78,500            | 67,450            | 63,980               |
| S & B Fund Expenses                            | 107,738           | 180,212           | 156,422           | 225,061              |
| Sewer Fund Revenues                            | 972,569           | 739,247           | 476,959           | 683,803              |
| Sewer Fund Expenses                            | 754,368           | 599,954           | 550,959           | 543,874              |
| Golf Course Revenues                           | 179               | 456,540           | 263,900           | 931,271              |
| Golf Course Expenses                           | 781,879           | 755,166           | 666,876           | 910,424              |
| Total Funds Revenues                           | 4,204,674         | 4,647,429         | 4,085,861         | 5,549,882            |
| Total Funds Expenses                           | 3,938,247         | 4,366,415         | 3,881,063         | 4,993,058            |
| <hr/>                                          |                   |                   |                   |                      |
| <b>SUBTOTAL VARIANCES</b>                      | <b>\$ 266,427</b> | <b>\$ 281,014</b> | <b>\$ 204,798</b> | <b>\$ 556,824</b>    |
| Reserve for Contingency - Capital Improvements |                   |                   |                   | \$ 556,824           |
| <b>GRAND TOTAL VARIANCES</b>                   | <b>\$ 266,427</b> | <b>\$281,014</b>  | <b>\$204,798</b>  | <b>\$ 0</b>          |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
CAPITAL CONTINGENCY BUDGET FOR THE FISCAL YEAR 1993

**GENERAL FUND**

- 1) Annual Appropriation for Pooled Lease.....\$ 146,962.10
- 2) Various office furniture.....\$ 5,000
- 3) Sidewalk Program.....\$ 50,000

**GAS DEPARTMENT**

- 1) Meter for Reading Flow from Transco.....\$10,585
- 2) 2 C.G.I.....\$ 1,500
- 3) Attendance to Gas Leak Seminar.....\$ 450
- 4) Telephone System for Gas Meter.....\$ 5,000
- 5) High Pressure Gas Line.....\$76,000
- 6) Increase Gas Main from Take Point.....\$170,000

**WATER DEPARTMENT**

- 1) New Utility Truck.....\$ 18,000
- 2) New Water Tank.....\$350,000
- 3) Ductile Pipe for tank.....\$163,660
- 4) Bore at P.I.B.....\$ 8,500
- 5) 4 Taps on Existing Mains.....\$ 5,000
- 6) Telephone at Water Tanks.....\$ 5,000

**SEWER DEPARTMENT**

- 1) Sewer Clean Out Machine.....\$ 17,000

**STREET & BRIDGE DEPARTMENT**

- 1) Chipper.....\$15,000
- 2) Rear Mount Broom Sweeper for Street.....\$ 2,200
- 3) 6 snapper lawn mowers.....\$ 2,200



# CITY OF SUGAR HILL

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

**TO: MAYOR AND COUNCIL**  
**FROM: SANDY RICHARDS, DIRECTOR OF FINANCE**  
**DATE: OCTOBER 12, 1992**  
**RE: FIRST DRAFT OF THE 1993 OPERATING BUDGET**

---

Attached is the first draft of the 1993 operating budget.

For preliminary salaries, I assumed a 5% increase per employee for the 1993 budget year. Please keep in mind that every employee will be evaluated at year end, and any increase given will be award upon merit. According to the Bureau of Labor and Statistics, the Consumer Price Index, the factor by which inflation is measured, rose 3.1% for 1992. Due to the fact that preliminary numbers can support a 5% salary increase, I recommend the council vote to set a maximum total salary increase of 5% of 1992 numbers. In actuality, this is only a 1.9% net increase taking into consideration the C.P.I. (Please see attached back-up documentation for totals).

Please view this first draft carefully for any additions or deletions that you feel need to be made. Please keep in mind that each Department Head planned for their own departments for 1993. (except for Salaries). There will be a work session on Friday October 16th at 10:00 am in the community center. All Department Heads will be there to answer any questions you may have.

Any discussion of salaries should be held in confidence within a personel meeting to avoid negative and/or disruptive performance of City employees.

Should you have any comments or need further explanation or documentation, **PLEASE DO NOT HESITATE TO CONTACT ME.** If no comments are given, I will assume that the first draft of the 1993 operating budget is acceptable and ready for appropriation.

THE 1993 BUDGET

FOR THE

CITY OF SUGAR HILL, GEORGIA

1993

OFFICIALS OF  
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor  
Steven Bailey, Council Member  
Reuben Davis, Council Member  
Roger Everett, Council Member  
Thomas Morris, Sr. Council Member  
James Stanley, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager  
Sandra Richards, Director of Finance  
Wade Queen, Director of Golf  
Ken Crowe, Director of Planning  
and Development and Utilities

CITY CLERK

Judy L. Foster

Draft #1

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

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**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01-LEGISLATIVE**

**Service Statement**

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

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                 | GRADE   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------|---------|-------------------|-------------------|----------------------|
| Mayor           | Elected | 1                 | 1                 | 1                    |
| Council Members | Elected | 5                 | 5                 | 5                    |
| <b>TOTAL</b>    |         | <b>6</b>          | <b>6</b>          | <b>6</b>             |



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - LEGISLATIVE

Summary by Category:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Mayor & Council Stipend  | \$8,100           | \$8,100           | \$8,100              |
| Mileage Allowance        | 2,500             | 2,500             | 2,500                |
| Council Meeting Supplies | 1,000             | 1,000             | 1,000                |
| Operation & Education    | 5,790             | 6,000             | 6,690                |
| GMA (Gwinnett) Meetings  | 400               | 525               | 550                  |
| <b>TOTAL</b>             | <b>\$17,790</b>   | <b>\$18,125</b>   | <b>\$18,840</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MUNICIPAL COURT

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Judge        | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-------------------|-------------------|----------------------|
| Personal Services | \$ 750            | \$ 100            | \$ 500               |
| <b>TOTAL</b>      | <b>\$ 750</b>     | <b>\$100</b>      | <b>\$ 500</b>        |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - CITY ATTORNEY

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Attorney     | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| Attorney Fees | \$12,500          | \$14,000          | \$14,000             |
| <b>TOTAL</b>  | <b>\$12,500</b>   | <b>\$14,000</b>   | <b>\$14,000</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - REGISTRAR SERVICES**

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                   | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-----------|-------------------|-------------------|----------------------|
| Voter Registrar   | Appointed | 1                 | 1                 | 1                    |
| Deputy Registrars |           | 4                 | 4                 | 4                    |
| <b>TOTAL</b>      |           | <b>5</b>          | <b>5</b>          | <b>5</b>             |

**Summary by Category:**

|                    | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------|-------------------|-------------------|----------------------|
| Personnel Services | \$ 900            | \$ 900            | \$ 900               |
| Election Operation | -0-               | -0-               | 1,700                |
| <b>TOTAL</b>       | <b>\$ 900</b>     | <b>\$ 900</b>     | <b>\$2,600</b>       |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

**Service Statement**

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

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

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

**Summary by Category:**

|                            | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------|-------------------|-------------------|----------------------|
| E.E. Robinson Park Funding | \$25,000          | \$25,000          | \$25,000             |
| Sugar Hill Festival        | \$ 1,500          | 1,500             | 1,500                |
| <b>TOTAL</b>               | <b>\$26,500</b>   | <b>\$26,500</b>   | <b>\$26,500</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - CITY MANAGER'S OFFICE**

**Service Statement**

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| City Manager | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | APPROVED<br>FY 1993 |
|-----------------------|-------------------|-------------------|---------------------|
| Personnel Services    | \$57,632          | \$60,848          | \$63,364            |
| Vehicle Expense       | 1,000             | 1,400             | 700                 |
| Operation & Education | 2,110             | 2,000             | 2,110               |
| Dues                  | 618               | 600               | 618                 |
| <b>TOTAL</b>          | <b>\$61,360</b>   | <b>\$64,848</b>   | <b>\$66,792</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE & ADMINISTRATION

**Service Statement**

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions. Finance is responsible for all revenue collections, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council.

The City Clerks Office is responsible for Property tax billing, issuing business licenses, registering voters, and Annexation and Rezoning.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City fi fa's on delinquent tax accounts; publishes a monthly newsletter to all residents of the City; is the City's official keeper of all City records.

**Goals and Objectives:**

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

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE, ADMINISTRATION & CLERKS OFFICE

Authorized Positions:

|                         | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------------|-------------------|-------------------|----------------------|
| City Clerk              | 1                 | 1                 | 1                    |
| Finance Director        | 1                 | 1                 | 1                    |
| Accounts Payable Clerk  | 1                 | 1                 | 1                    |
| ✓ Clerk/Cashier         | 2                 | 2                 | 0                    |
| Postal Clerk            | 1                 | 1                 | 1                    |
| ✓ Utility Billing Clerk | 1                 | 1                 | 0                    |
| Deputy City Clerk       | 0                 | 0                 | 1                    |
| <b>TOTAL</b>            | <b>7</b>          | <b>7</b>          | <b>5</b>             |

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| Personal Services            | \$184,067         | \$189,360         | \$180,781            |
| Audit Services               | 8,700             | 8,700             | 9,200                |
| Supplies & Materials         | 11,000            | 13,000            | 15,500               |
| Equipment Operation & Maint. | 12,500            | 30,000            | 31,800               |
| Dues                         | 4,844             | 4,900             | 4,979                |
| Operation & Education        | 3,600             | 4,000             | 4,010                |
| Mileage                      | 150               | 200               | 750                  |
| Postage                      | 10,100            | 10,000            | 11,000               |
| Shortage/Overage             | 0                 | <450>             | 0                    |
| Bank Charges                 | 250               | 2,000             | 2,000                |
| Consultants Fees             | 4,000             | 7,000             | 8,000                |
| Workers Comp Insurance       | 24,000            | 35,000            | 40,000               |
| Legal Advertising            | 500               | 1,300             | 1,500                |
| <b>TOTAL</b>                 | <b>\$263,711</b>  | <b>\$305,010</b>  | <b>\$309,520</b>     |



**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01 - BUILDING INSPECTIONS**

**Service Statement**

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Chief Building Inspector | 1                 | 1                 | 1                    |
| Building Inspector       | 1                 | 1                 | 1                    |
| Administrative Clerk     | 1                 | 1                 | 1                    |
| <b>TOTAL</b>             | <b>3</b>          | <b>3</b>          | <b>3</b>             |

**Summary by Category:**

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personal Services     | \$ 79,170         | \$83,023          | \$94,713             |
| Supplies              | 2,000             | 3,532             | 1,000                |
| Vehicle Maint.        | 1,500             | 1,015             | 1,080                |
| Operation & Education | 1,000             | 2,000             | 2,500                |
| Miscellaneous         | 500               | 130               | 500                  |
| Uniforms              | 350               | 300               | 500                  |
| Office Equip          | 0                 | 0                 | 5,000                |
| Bldg. Maint           | 0                 | 4,800             | 800                  |
| <b>TOTAL</b>          | <b>\$ 84,520</b>  | <b>\$94,800</b>   | <b>\$106,093</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - PRISON DETAIL

Service Statement

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

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

This detail is under the direction of the City Marshall.

Authorized Positions:

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| City Marshall | 0                 | 0                 | 1                    |
| Prison Guard  | 1                 | 1                 | 1                    |
| Prison Detail | 10                | 10                | 10                   |
| <b>TOTAL</b>  | <b>11</b>         | <b>11</b>         | <b>12</b>            |

Summary by Category:

|                      | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------|-------------------|-------------------|----------------------|
| Prison Guard         | \$ 23,000         | \$23,000          | 23,000               |
| Tools & Equipment    | 1,500             | 175               | 500                  |
| Equipment Repair     | 1,500             | 200               | 500                  |
| Prison Bus Maint.    | 2,000             | 650               | 725                  |
| Marshall Veh. Maint. | 0                 | 0                 | 500                  |
| <b>TOTAL</b>         | <b>\$ 28,000</b>  | <b>\$24,025</b>   | <b>\$ 25,225</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - PUBLIC LANDS AND BUILDINGS**

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

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

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house and Utility Barn on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall
- 6) 44 Acres as leased landfill on Appling Rd
- 7) 268 acre Sewer Treatment Facility and Golf Course on Suwanee Dam Rd

**Summary by Category:**

|                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------|-------------------|-------------------|----------------------|
| Repair & Maintenance      |                   |                   |                      |
| Highway 20 Rental         | 500               | 300               | 500                  |
| Hillcrest Rental          | 250               | 650               | 750                  |
| City Hall                 | 2,000             | 1,200             | 2,000                |
| Community Center          | 500               | 750               | 1,000                |
| Utilities                 |                   |                   |                      |
| City Hall                 | 4,500             | 4,500             | 5,000                |
| Insp Office               | 0                 | 250               | 2,000                |
| Hillcrest Rental          | 0                 | 700               | 1,000                |
| Community Center          | 2,000             | 1,800             | 2,500                |
| Property & Liability Ins. | 45,000            | 73,000            | 85,000               |
| <b>TOTAL</b>              | <b>\$ 54,750</b>  | <b>\$ 83,150</b>  | <b>\$ 99,750</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MISCELLANEOUS

Summary by Category:

|                                  | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------|-------------------|-------------------|----------------------|
| Coffee & Vending Service         | \$ 700            | 1,200             | 1,500                |
| Radio Equipment                  | 1,400             | 2,500             | 2,500                |
| Radio Equipment Maint.           | 1,680             | 250               | 500                  |
| Radio Transmitting Fee           | 1,248             | 750               | 1,000                |
| Janitorial Supplies              | 1,000             | 1,500             | 1,500                |
| Janitorial Fee                   | 3,500             | 3,500             | 3,500                |
| Pager Service                    | 0                 | 2,000             | 2,000                |
| Telephone                        | 7,000             | 5,000             | 7,000                |
| Answering Service                | 2,000             | 1,500             | 2,000                |
| Miscellaneous                    | 2,500             | 4,500             | 3,000                |
| Vehicle Gas & Oil (consolidated) | 18,672            | 18,500            | 20,000               |
| <b>TOTAL</b>                     | <b>\$ 39,700</b>  | <b>\$41,200</b>   | <b>\$44,500</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR THE 1993 GENERAL FUND BUDGET

|                                | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Property Tax-Current     | 170,249           | 252,000           | 200,000           | 455,660              |
| 30200 Property Tax-Prior       | 61,118            | 35,000            | 89,000            | 54,649               |
| 30300 FIFA, Penalties & Int    | 70                | 200               | 2,500             | 3,000                |
| 30800 Intangible Tax           | 4,630             | 3,000             | 3,000             | 3,000                |
| 31200 Ad Valorem Tax           | 40,147            | 40,000            | 45,000            | 45,000               |
| 32100 Georgia Power Tax        | 99,578            | 100,000           | 100,675           | 100,000              |
| 32200 Southern Bell Tax        | 17,706            | 18,000            | 23,043            | 25,000               |
| 32300 Cable TV Tax             | 11,100            | 11,000            | 12,413            | 12,000               |
| 32600 Insurance Premium Tax    | 137,045           | 70,000            | 70,000            | 70,000               |
| 33100 Real Estate Tax          | 2,756             | 3,000             | 3,500             | 3,500                |
| 33200 Beer and Wine Tax        | 17,653            | 15,000            | 15,000            | 15,000               |
| 35000 Business License Fees    | 41,441            | 42,000            | 40,000            | 42,000               |
| 35200 Rezoning & Annex. Fees   | 4,150             | 2,750             | 4,200             | 3,500                |
| 35400 Qualifying Fees          | 288               | 0                 | 0                 | 216                  |
| 35500 Service Charge           | 1,030             | 1,000             | 2,200             | 2,500                |
| 35700 Yard Sale Permits        | 245               | 150               | 155               | 200                  |
| 35800 Marshall/Court Fines     | 1,385             | 1,400             | 0                 | 500                  |
| 36000 Interest Earned          | 55,991            | 10,000            | 9,000             | 10,000               |
| 37100 Highway 20 Rent          | 2,600             | 4,800             | 4,800             | 4,800                |
| 37400 Sale of Maps, Ords, Etc. | 642               | 400               | 350               | 400                  |
| 37500 Sale of Assets           | 5,700             | 2,000             | 3,200             | 2,000                |
| 37600 Utility Bill Penalties   | 46,169            | 40,000            | 40,000            | 40,000               |
| 37700 Reconnect Fees           | 0                 | 0                 | 255               | 250                  |
| 38000 C.D.B.G Grant            | 32,791            | 50,000            | 9,990             | 45,000               |
| 38200 Miscellaneous            | 1,339             | 1,000             | 1,200             | 1,500                |
| 38300 Comm Ctr. Rental         | 675               | 600               | 500               | 600                  |
| 38400 Pavilion Rental          | 0                 | 0                 | 500               | 500                  |
| 38600 Sugar Hill Festival Rev  | 1,682             | 0                 | 732               | 0                    |
| 39000 Inspection revenue       |                   |                   |                   |                      |
| 39100 Building Permits         | 65,449            | 30,000            | 37,000            | 30,000               |
| 39200 Mobile Home Permits      | 5,099             | 2,500             | 2,800             | 2,500                |
| 39700 Development Permits      | 9,596             | 4,000             | 7,800             | 7,000                |
| 39800 Filing Fees              | 0                 | 0                 | 1,000             | 750                  |
| 39900 Miscellaneous            | 250               | 200               | 1,100             | 200                  |
| <b>TOTALS</b>                  | <b>\$838,574</b>  | <b>\$740,000</b>  | <b>\$730,913</b>  | <b>\$981,225</b>     |

GENERAL FUND - EXPENDITURES

|                                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages                 | 173,563           | 236,166           | 228,852           | 233,625              |
| 40300 Deferred Comp.                   | 5,060             | 4,800             | 5,712             | 10,560               |
| 40500 Bonuses                          | 3,123             | 6,702             | 6,700             | 6,947                |
| 40600 Employer FICA                    | 18,439            | 17,301            | 19,020            | 17,872               |
| 40800 SUTA                             | 1,523             | 1,617             | 1,944             | 1,360                |
| 40900 Retirement                       | 8,448             | 12,576            | 11,136            | 12,076               |
| 41000 Group Insurance                  | 34,423            | 51,704            | 42,372            | 56,508               |
| 41100 GMA(Gwinnett)                    | 571               | 400               | 525               | 550                  |
| 41200 Training & Travel                | 9,941             | 13,070            | 14,000            | 15,310               |
| 42000 Mayor & Council Stipend          | 4,050             | 8,100             | 8,100             | 8,100                |
| 42400 Registrar Services               | 525               | 900               | 900               | 900                  |
| 42600 City Election                    | 1,637             | 0                 | 0                 | 1,700                |
| 42800 Coffee & Vending                 | 1,445             | 700               | 1,200             | 1,500                |
| 42900 Mileage Allowance                | 3,053             | 2,650             | 2,700             | 3,250                |
| 43000 Vehicle #201 Maint.              | 397               | 1,000             | 1,400             | 700                  |
| 43100 Vehicle Gas & Oil (consolidated) |                   | 18,672            | 18,500            | 20,000               |
| 43400 Data Processing Supp             | 1,868             | 3,500             | 3,500             | 4,000                |
| 43600 Office Supplies                  | 3,131             | 3,500             | 4,500             | 7,000                |
| 43800 Printing                         | 4,420             | 4,000             | 5,000             | 4,500                |
| 43900 Dues, Publ. & Subsc.             | 9,864             | 5,462             | 5,500             | 5,597                |
| 44000 Postage                          | 13,370            | 10,100            | 10,000            | 11,000               |
| 44100 City Hall Maint.                 | 7,765             | 2,000             | 1,200             | 2,000                |
| 44300 Comm Ctr. Maint.                 | 481               | 500               | 750               | 1,000                |
| 44500 Hillcrest Rental Maint.          | 145               | 250               | 650               | 750                  |
| 44600 Hwy 20 Rental Maint              | 1,684             | 500               | 300               | 500                  |
| 45000 Office Equipment                 | 31,683            | 3,000             | 20,300            | 19,800               |
| 45200 Office Equipment Maint.          | 4,516             | 2,500             | 4,700             | 5,000                |
| 45400 Radio Equipment                  | 405               | 1,400             | 2,500             | 2,500                |
| 45600 Radio Equipment Maint.           | 0                 | 1,680             | 250               | 1,000                |
| 45800 Radio Transmitting Fee           | 1,071             | 1,248             | 750               | 1,200                |
| 45900 Operation of City Court          | 335               | 750               | 100               | 750                  |
| 46000 City Hall Utilities              | 4,812             | 4,500             | 4,500             | 5,000                |
| 46200 Comm Ctr Utilities               | 1,983             | 2,000             | 1,800             | 2,500                |
| 46400 Audit                            | 8,700             | 8,700             | 8,700             | 9,200                |
| 46600 Attorney Fees                    | 11,118            | 12,500            | 14,000            | 14,000               |
| 46800 Legal Advertising                | 97                | 500               | 1,300             | 1,500                |
| 47000 Consultants Fees                 | 4,435             | 4,000             | 7,000             | 8,000                |
| 47200 Prop & Liab Ins.                 | 38,291            | 45,000            | 73,000            | 85,000               |
| 47400 Workers Comp Ins.                | 19,240            | 24,000            | 35,000            | 40,000               |

GENERAL FUND - EXPENDITURES, Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 47700 Shortage/Overage      | -139              | 0                 | <450>             | 0                    |
| 47800 Bank Charges          | 204               | 250               | 2,000             | 2,000                |
| 48200 Sugar Hill Festival   | 2,370             | 1,500             | 1,500             | 1,500                |
| 48300 Answering Service     | 1,932             | 2,000             | 1,500             | 2,000                |
| 48400 Pager Service         | 0                 | 0                 | 2,000             | 2,000                |
| 48500 Telephone             | 5,863             | 7,000             | 5,000             | 7,000                |
| 48600 C.D.B.G Expense       | 20,291            | 50,000            | 10,620            | 44,000               |
| 48800 City Park Funding     | 27,500            | 25,000            | 25,000            | 25,000               |
| 49000 Prison Guard          | 20,648            | 23,000            | 23,000            | 23,000               |
| 49200 Prison Tools, Etc.    | 594               | 1,500             | 175               | 500                  |
| 49400 Prison Equip Maint.   | 745               | 1,500             | 200               | 500                  |
| 50000 Veh. #207 Bus Maint   | 1,996             | 2,000             | 650               | 725                  |
| 52500 Miscellaneous         | 5,940             | 2,500             | 4,500             | 3,000                |
| 52600 Council Meeting Supp  | 609               | 1,000             | 1,000             | 1,000                |
| 53000 Janitorial Supplies   | 1,387             | 1,000             | 1,500             | 1,500                |
| 53100 Janitorial Fee        | 1,654             | 3,500             | 3,500             | 3,500                |
| 55000 Inspection Expenses   |                   |                   |                   |                      |
| 44400 Bldg. Maint           | 446               | 500               | 4,800             | 800                  |
| 56000 Uniforms              | 359               | 350               | 300               | 500                  |
| 56500 Supplies              | 667               | 1,000             | 3,532             | 1,000                |
| 57000 Veh. #211 Maint.      | 418               | 1,000             | 950               | 550                  |
| 58000 Veh. #218 Maint.      | 390               | 500               | 65                | 530                  |
| 58200 Computer Equip & Soft | 0                 | 0                 | 0                 | 5,000                |
| 59000 Inspection Misc       | 107               | 500               | 130               | 500                  |
| <b>TOTALS</b>               | <b>\$529,593</b>  | <b>\$643,548</b>  | <b>\$659,833</b>  | <b>\$748,860</b>     |

### ENTERPRISE FUNDS

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



**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 02 - SANITATION FUND**

**Service Statement**

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

**Goals and Objectives:**

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

**Summary by Category:**

|                                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------------------|-------------------|-------------------|----------------------|
| <b><u>SANITATION REVENUES</u></b> |                   |                   |                      |
| Sanitation Revenues               | \$195,000         | 234,864           | \$195,000            |
| Tipping Fees                      | 5,250             | 1,740             | 5,000                |
| Lease Payments                    | 22,080            | 22,080            | 22,080               |
| Miscellaneous                     | 100               | 50                | 100                  |
| <b>TOTAL REVENUES</b>             | <b>\$222,430</b>  | <b>\$258,734</b>  | <b>\$222,180</b>     |
| <b><u>SANITATION EXPENSES</u></b> |                   |                   |                      |
| Subsidy                           | \$ 20,000         | 19,500            | 20,000               |
| Commercial Sanitation             | 58,000            | 63,987            | 60,000               |
| Multi-Family                      | 10,000            | 11,779            | 12,000               |
| Residential                       | 115,080           | 176,127           | 140,000              |
| Vehicle #204 Maint.               | 2,000             | 3,200             | 800                  |
| Vehicle #218 Maint.               | 1,500             | 1,200             | 650                  |
| Miscellaneous                     | 1,000             | 0                 | 500                  |
| <b>TOTAL EXPENSES</b>             | <b>\$207,580</b>  | <b>\$275,793</b>  | <b>\$233,950</b>     |

\*The average of new customers over the past five years is 207.  
The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 03 - GAS FUND

Summary by Category:

|                            | BUDGET<br>FY 1992  | ACTUAL<br>FY 1992  | REQUESTED<br>FY 1993 |
|----------------------------|--------------------|--------------------|----------------------|
| <b><u>GAS REVENUES</u></b> |                    |                    |                      |
| Gas Revenue - Sales        | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| Gas Tap Fees               | 30,000             | 25,000             | 20,650               |
| Gas Meter Sales            | 5,000              | 6,000              | 5,900                |
| Extended Gas Line          | 1,000              | 225                | 500                  |
| Cut Gas Line Penalty       | 500                | 0                  | 500                  |
| Miscellaneous              | 500                | 0                  | 500                  |
| <b>TOTAL GAS REVENUES</b>  | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |
| <b><u>GAS EXPENSES</u></b> |                    |                    |                      |
| Personal Services          | \$ 144,736         | 148,024            | 167,986              |
| Gas Purchase               | 987,347            | 700,000            | 1,050,000            |
| Operation, Maint, Educ.    | 72,450             | 117,070            | 282,845              |
| Supplies & Materials       | 90,500             | 67,000             | 93,500               |
| <b>TOTAL EXPENSES</b>      | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,594,331</b>   |

\*The average of new customers over the past five years is 220.

The number to calculate gas revenue, tap fees, and meter sales is 118 new customers.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 04 - WATER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>WATER REVENUES</u></b> |                   |                   |                      |
| Water Sales                  | \$631,212         | 540,231           | \$697,376            |
| Water Tap Fees               | 80,500            | 50,000            | 42,250               |
| Water Meter Sales            | 7,000             | 4,500             | 3,250                |
| Water Backflow Sales         | 3,500             | 2,500             | 1,625                |
| Cut Line Penalties           | 1,000             | 0                 | 1,000                |
| Miscellaneous                | 500               | 1,400             | 500                  |
| <b>TOTAL REVENUES</b>        | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$746,001</b>     |
| <b><u>WATER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | \$318,473         | 247,148           | 362,750              |
| Water Purchases              | 301,775           | 232,767           | 270,475              |
| Operating, Maint & Educ.     | 22,500            | 24,770            | 36,233               |
| Debt Service/'74 G.O Bond    | 10,100            | 2,703             | 5,100                |
| Supplies & Materials         | 36,000            | 31,698            | 62,000               |
| <b>TOTAL EXPENSES</b>        | <b>\$ 688,848</b> | <b>\$ 539,086</b> | <b>\$ 736,558</b>    |

\*The number to calculate water sales is 2230 customers total (65 new customers in 1993) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 65 new services.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 05 - STREET AND BRIDGE

Summary by Category:

|                                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------------------------------|-------------------|-------------------|----------------------|
| <b><u>STREET &amp; BRIDGE REVENUE</u></b> |                   |                   |                      |
| Subdivision Sign Permits                  | 500               | 650               | 700                  |
| Subdivision Sign Sales                    | 500               | 700               | 700                  |
| Street Sign Sales                         | 1,000             | 300               | 500                  |
| Street Light Revenue                      | 6,500             | 6,800             | 7,080                |
| County Paving Tax                         | 70,000            | 59,000            | 55,000               |
| <b>TOTAL REVENUES</b>                     | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$63,980</b>      |

**STREET & BRIDGE EXPENSES**

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| Personal Services       | \$ 51,362        | 74,291           | 107,411          |
| Operating & Maintenance | 122,350          | 74,671           | 107,600          |
| Supplies & Materials    | 6,500            | 7,460            | 10,050           |
| <b>TOTAL EXPENSES</b>   | <b>\$180,212</b> | <b>\$156,422</b> | <b>\$225,061</b> |

THE FOLLOWING IS THE BACKUP ON HOW  
THE FIGURES FOR THE 1993 BUDGET  
WERE CALCULATED

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - LEGISLATIVE

Mileage Allowance - This figure includes documented travel for education and city related functions.

|                                          |                             |                 |
|------------------------------------------|-----------------------------|-----------------|
| Operation & Education - January 1993.... | Mayors Day.....             | \$ 500          |
| June 1993.....                           | GMA Convention....          | 1,090           |
|                                          | Accommodations....          | 2,250           |
|                                          | Meals \$200/ea.....         | <u>1,200</u>    |
|                                          |                             | \$ 5,040        |
|                                          | Miscellaneous Training..... | <u>750</u>      |
|                                          | P&Z County Meetings.....    | 900             |
| <b>Total.....</b>                        |                             | <b>\$ 6,690</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - CITY MANAGER'S OFFICE

|                                              |                |
|----------------------------------------------|----------------|
| Operation & Education - GCCA Conference..... | 210            |
| Accommodations.....                          | 210            |
| Meals.....                                   | <u>130</u>     |
|                                              | \$ 550         |
| <br>                                         |                |
| GMA Convention.....                          | 265            |
| Accommodations.....                          | 375            |
| Meals.....                                   | <u>150</u>     |
|                                              | \$ 790         |
| <br>                                         |                |
| PSC Conference.....                          | 500            |
| Accommodations.....                          | 150            |
| Meals.....                                   | <u>120</u>     |
|                                              | \$ 770         |
| <br>                                         |                |
| <b>Total.....</b>                            | <b>\$2,110</b> |

Dues - This figure includes the following:

|                |               |
|----------------|---------------|
| Kiwanis Dues - | \$ 340        |
| ICMA -         | <u>278</u>    |
| <b>Total</b>   | <b>\$ 618</b> |

Wage & Benefit Breakdown:

|                                           |                 |
|-------------------------------------------|-----------------|
| Total Salary .....                        | \$44,470*       |
| FICA/Medicare = 7.65% X Total Salary..... | 3,402           |
| SUTA = 1.60% X Total Salary.....          | 136             |
| Retirement = 6% X Total Salary.....       | 2,669           |
| Insurance.....                            | 5,663           |
| Bonus.....                                | 2,224           |
| Deferred Compensation Expense.....        | <u>4,800</u>    |
| <br>                                      |                 |
| <b>Total.....</b>                         | <b>\$63,364</b> |

\*This figure reflects an 5% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION

Supplies & Materials - This figure combines the Clerks Office and the Finance offic and includes all the following codes:

#43400 Data Processing Supplies  
#43600 Office Supplies  
#43800 Printing

Equipment, Operation & Maintenance - This figure combines the Clerks Office and Finance Office and includes all the following codes:

#45000 Office Equipment  
#45200 Office Equipment Maintenance  
#48500 Telephone

Training & Travel - This figure combines the Clerks Office and Finance Office and includes the following:

Finance Officers Conference - October 1993  
Education.....(2).....\$ 500  
Accommodation.....(2)..... 375  
Meals.....(2)..... 300  
\$1,175

Clerk's Conference - February 1993  
Education.....\$ 175  
Accommodations..... 150  
Meals..... 150  
\$ 475

Clerk's Conference - September 1993  
Education.....(2).....\$ 350  
Accommodations.....(2)..... 300  
Meals.....(2)..... 300  
\$ 950

Elections Conference - January 1993  
Registration.....\$ 600  
Mileage..... 60  
\$ 660

Univ. of Ga. Cont. Education.....\$ 750

Subtotal.....\$4,010  
Miscellaneous Travel..... 750

Total Training & Travel.....\$4,760



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

|                                                 |                |
|-------------------------------------------------|----------------|
| Dues & Subscriptions - Ga. Municipal Assoc..... | \$3,658        |
| National Climate Data Center.....               | 15             |
| G.M.C.F.O.A.....                                | 40             |
| Misc. Publishing.....                           | 461            |
| Sam's/Pace.....                                 | 100            |
| G.G.F.O.A.....                                  | 50             |
| Utilities Protection.....                       | 300            |
| Gwinnett Chamber of Commerce.....               | 280            |
| Atlanta Journal.....                            | 75             |
| <b>Total.....</b>                               | <b>\$4,979</b> |

Mileage - This department is paid \$.275 per mile for general errands, daily bank deposits, and attending education classes. City vehicles are used whenever possible.

Postage - Totals for postage consist of monthly utility bills, registered letters and newsletters.

Consultants Fees - This amount may be needed as a support to the accounting department.

Worker's Comp Insurance - This amount was calculated based on the total Salaries of the City through a formula provided from the insurance company.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Finance Department and City Marshall:  
Benefits & Wage Breakdown:

|                                           |                  |
|-------------------------------------------|------------------|
| Total Salary & Wages.....                 | \$77,979 *       |
| FICA/Medicare = 7.65% X Total Salary..... | 5,965            |
| SUTA = 1.60% X Total Salary.....          | 544              |
| Retirement = 6% X                         |                  |
| 1) Sandy Richards - 12 months.....        | \$1,622          |
| 2) Shirley Gibbs - 12 months.....         | 1,049            |
| 3) Margie Wilson - 9 months.....          | <u>665</u>       |
| Retirement Total.....                     | 3,336            |
| Total Insurance.....                      | 22,572           |
| Total Bonuses.....                        | 1,658            |
| Deferred Compensation.....                | 2,400            |
| <b>Total.....</b>                         | <b>\$114,454</b> |

Clerks Department:  
Benefits & Wage Breakdown:

|                                           |                 |
|-------------------------------------------|-----------------|
| Total Salary & Wages.....                 | \$45,323 *      |
| FICA/Medicare = 7.65% X Total Salary..... | 3,467           |
| SUTA = 1.60% X Total Salary.....          | 272             |
| Retirement = 6% X                         |                 |
| 1) Judy Foster - 12 months salary....     | \$1,609         |
| 2) Amy Roark - 12 months.....             | <u>1,057</u>    |
| Retirement Total.....                     | 2,666           |
| Total Insurance.....                      | 11,313          |
| Total Bonuses.....                        | 1,456           |
| Deferred Compensation.....                | 1,920           |
| <b>Total.....</b>                         | <b>\$66,327</b> |

\* Increase in salaries reflect a maximum of 5%. This percentage will not be distributed to all employees. Percentage increases will be based on performance, attendance, and total yearly evaluations.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - BUILDING INSPECTIONS

Wage & Benefits Breakdown:

|                                              |                 |
|----------------------------------------------|-----------------|
| Total Salaries.....                          | \$65,853 *      |
| FICA/Medicare = 7.65% of Total Salaries..... | 5,038           |
| SUTA = 1.60% of Total Salaries.....          | 408             |
| Retirement = 6% X                            |                 |
| 1) Steve Kennedy - 12 months.....            | \$1,674         |
| 2) Kim Landers - 12 months.....              | 967             |
| 3) Tony Bauman - 7 months.....               | 764             |
| Retirement Totals.....                       | 3,405           |
| Total Insurance.....                         | 16,960          |
| Total Bonuses.....                           | 1,609           |
| Deferred Compensation.....                   | <u>1,440</u>    |
| <b>Total.....</b>                            | <b>\$94,713</b> |

\* Total Salaries Proposed includes a 5% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 03 - GAS FUND

|                                                |                  |
|------------------------------------------------|------------------|
| Total Salary.....                              | \$115,855*       |
| FICA/Medicare = 7.65% X Total Salary.....      | 8,863            |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 884              |
| Retirement = 6% X                              |                  |
| 1) Wilbert Hyde - 9 months.....\$              | 836              |
| 2) Billy Hutchins - 12 months... 1,            | 928              |
| 3) Harry Eubanks - 12 months....               | 955              |
| 4) Randy Crutcher - 3 months....               | 852              |
| 5) 50% of Ken Crowe - 8 mo.....                | 885              |
| Retirement Totals.....                         | 5,456            |
| Total Insurance.....                           | 32,372           |
| Total Bonuses.....                             | 2,396            |
| Deferred Compensation.....                     | <u>2,160</u>     |
| <b>Total.....</b>                              | <b>\$167,986</b> |

\* Total Salaries Proposed includes 50% of the Director of Public Utilities and Development's Salary as well as a 5% increase for 1993. (see Water Fund for the remaining 50% of the Director of Public Utilities and Development's Salary.)

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 04 - WATER FUND

Wage & Benefit Breakdown:

|                                                |                  |
|------------------------------------------------|------------------|
| Total Salary.....                              | \$237,411*       |
| FICA/Medicare = 7.65% X Total Salary.....      | 18,162           |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 2,040            |
| Retirement = 6% X                              |                  |
| 1) Wayne Clement - 12 months.....              | \$ 970           |
| 2) Donna Zinskie - 12 months.....              | 1,311            |
| 3) Danny Hughes - 12 months.....               | 1,501            |
| 4) Frank Roberts - 12 months.....              | 443              |
| 5) Nelson Lopez - 7 months.....                | 473              |
| 6) Felicia Ramey - 12 months.....              | 918              |
| 7) Scott Payne - 12 months.....                | 1,311            |
| 8) Ray Deaton - 12 months.....                 | 656              |
| 9) Ken Stuart - 12 months.....                 | 886              |
| 10) J.L. Peppers - 12 months.....              | 885              |
| 11) Margaret McEachern - 12 months..           | 967              |
| 12) Bill Parker - 9 months.....                | 679              |
| 13) 50% of Ken Crowe - 8 months.....           | 885              |
| 14) Emmett King - 6 months.....                | 985              |
| Retirement Total.....                          | 12,863           |
| Total Insurance.....                           | 87,595           |
| Deferred Compensation.....                     | 120              |
| Total Bonuses.....                             | 4,559            |
| <b>Total.....</b>                              | <b>\$362,750</b> |

\* Total Salaries includes 50% of the Director of Public Utilities and Development's Salary as well as a 5% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 05 - STREET & BRIDGE FUND

Wage & Benefit Breakdown:

|                                               |                  |
|-----------------------------------------------|------------------|
| Total Salary.....                             | \$69,367         |
| FICA/Medicare = 7.65% X Total Salary.....     | 5,307            |
| SUTA = 1.60% X Total Salary (up to \$8500)... | 680              |
| Retirement = 6% X                             |                  |
| 1) Danny Pugh - 9 months.....                 | \$ 609           |
| 2) Ken Cain - 12 months.....                  | 1,057            |
| 2) Donnie Calvert - 12 months....             | <u>918</u>       |
| Retirement Total.....                         | 2,584            |
| Total Insurance.....                          | 28,248           |
| Total Bonuses.....                            | <u>1,225</u>     |
| <b>Total.....</b>                             | <b>\$107,411</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 06 - SEWER FUND

Wage & Benefit Breakdown:

|                                               |                 |
|-----------------------------------------------|-----------------|
| Total Salary.....                             | \$19,094        |
| FICA/Medicare = 7.65% X Total Salary.....     | 1,461           |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 136             |
| Retirement = 6% X Total Salary.....           | 1,146           |
| Insurance.....                                | 5,636           |
| Deferred Compensation.....                    | 720             |
| Bonus.....                                    | <u>175</u>      |
| <b>Totals.....</b>                            | <b>\$28,368</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 07 - GOLF COURSE FUND

Wage & Benefit Breakdown:

|                                                |                  |
|------------------------------------------------|------------------|
| Total Salary.....                              | \$298,319        |
| FICA/Medicare = 7.65% X Total Salary.....      | 22,821           |
| SUTA = 1.60% of Total Salary (up to \$8500) .. | 1,904            |
| Retirement = 6% X Total Salary                 |                  |
| Wade Queen - 12 months.....                    | 1,770            |
| Lisa Terry - 12 months.....                    | 953              |
| Beth Walker - 12 months.....                   | 1,048            |
| Wayne Forrester - 9 months.....                | 803              |
| Jeff Hefner - 12 months.....                   | 1,671            |
| Annette Holman - 12 months.....                | 916              |
| Glen Williams - 12 months.....                 | 916              |
| Ronnie White - 9 months.....                   | 762              |
| Total Retirement.....                          | 8,239            |
| Insurance.....                                 | 62,159           |
| Deferred Compensation.....                     | 5,232            |
| Bonus.....                                     | <u>3,853</u>     |
| <b>Totals.....</b>                             | <b>\$402,527</b> |



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

Total Wage & Benefit Breakdown:

|                                               |                    |
|-----------------------------------------------|--------------------|
| Total Salary.....                             | \$973,671          |
| FICA/Medicare = 7.65% X Total Salary.....     | 74,486             |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 7,004              |
| Retirement = 6% X Total Salary.....           | 42,364             |
| Insurance.....                                | 272,518            |
| Deferred Compensation.....                    | 18,972             |
| Bonus.....                                    | <u>19,155</u>      |
| <b>Totals.....</b>                            | <b>\$1,407,990</b> |

PROPOSED SALARIES  
BY DEPARTMENT

FOR FISCAL YEAR 1993

DRAFT #1

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
PROPOSED SALARIES FOR FISCAL YEAR 1993

**I. FINANCE & ADMINISTRATION**

**Clerks Office:**

**Judy Foster**

Current Salary.....\$25,226  
Proposed Salary.....\$26,811  
Proposed Bonus.....\$ 1,341

City Clerk

Department Head - Salaried  
Responsible for all official  
documentation, property taxes,  
business licenses, and voter  
registration.

Hire Date - 9/15/84

**Amy Roark**

Current Salary..(\$8.06)..\$16,765  
Proposed Salary..(\$8.90)..\$18,512  
Proposed Bonus.....\$ 115

Deputy Clerk

Assists City Clerk with job  
duties

Hire Date - 09/19/90

**Finance Office:**

**Sandy Richards**

Current Salary.....\$25,730  
Proposed Salary.....\$27,019  
Proposed Bonus.....\$ 1,351

Director of Finance

Department Head - Salaried  
Responsible for all City  
Finances.

Hire Date - 9/4/90

**Shirley Gibbs**

Current Salary..(\$8.00)..\$16,640  
Proposed Salary..(\$8.40)..\$17,472  
Proposed Bonus.....\$ 115

Accounting Clerk

Responsible for accounts  
payable, and general duties  
performed at discretion of the  
Dir. of Finance.

Hire Date - 2/14/90

**Post Office:**

**Margie Wilson**

Current Salary..(\$6.75)..\$14,040  
Proposed Salary..(\$7.10)..\$14,768  
Proposed Bonus.....\$ 100

Postal Clerk

Responsible for all post office  
duties and general duties at the  
direction of the City Manager.  
Also responsible for all  
insurance records at the City.

Hire Date - 3/31/92

1993 PROPOSED SALARIES, CONT'D.

II. BUILDING INSPECTION DEPARTMENT

|                                      |                                |
|--------------------------------------|--------------------------------|
| <b>Steve Kennedy</b>                 | Chief Building Inspector       |
| Current Salary.....\$26,562          | Department Head - Salaried     |
| Proposed Salary.....\$27,893         | Receives Performance Bonus     |
| Proposed Bonus.....\$ 1,394          | Hire Date - 6/23/87            |
| <br>                                 |                                |
| <b>Tony Bauman</b>                   | Building Inspector             |
| Current Salary..(\$10.00)..\$20,800  | Assures all buildings within   |
| Proposed Salary..(\$10.50)..\$21,840 | the city conform to all        |
| Proposed Bonus.....\$ 100            | inspection standards           |
|                                      | Hire Date - 5/20/92            |
| <br>                                 |                                |
| <b>Kimberly Landers</b>              | Clerk for Building Inspections |
| Current Salary..(\$7.02)..\$14,602   | Hire Date - 7/5/90             |
| Proposed Salary..(\$7.75)..\$16,120  |                                |
| Proposed Bonus.....\$ 110            |                                |

III. UTILITIES

Utility Billing and Collections:

|                                     |                                  |
|-------------------------------------|----------------------------------|
| <b>Margaret McEachern</b>           | Utilities Clerk                  |
| Current Salary..(\$7.25)..\$15,080  | Responsible for all utility      |
| Proposed Salary..(\$7.75)..\$16,120 | billing, loading & unloading     |
| Proposed Bonus.....\$ 110           | hand held units, adjustments,    |
|                                     | cut-offs, new customers, and     |
|                                     | delinquencies.                   |
|                                     | Hire Date - 01/29/90             |
| <br>                                |                                  |
| <b>Bill Parker</b>                  | Front Office Manager             |
| Current Salary..(\$6.75)..\$14,040  | Responsible for servicing        |
| Proposed Salary..(\$7.25)..\$15,080 | customers at front counter and   |
| Proposed Bonus.....\$ 100           | on telephone, and entering daily |
|                                     | cash receipts.                   |
|                                     | Hire Date - 04/01/92             |

Gas Department:

|                              |                                  |
|------------------------------|----------------------------------|
| <b>Ken Crowe (1/2 Water)</b> | Director of Public Utilities and |
| Current Salary.....\$28,080  | Development. Oversees Gas and    |
| Proposed Salary.....\$29,494 | Water. Director of Development   |
| Proposed Bonus.....\$ 1,474  | Hire Date - 4/8/91               |
| <br>                         |                                  |
| <b>Billy Hutchins</b>        | Utilities Superintendent         |
| Current Salary.....\$30,597  | Department Head - Salaried       |
| Proposed Salary.....\$32,136 | Oversees daily operations of     |
| Proposed Bonus.....\$ 964    | gas, water & sewer departments,  |
|                              | buys materials for utilities and |
|                              | teaches safety classes.          |
|                              | Hire Date - 12/3/73              |

1993 PROPOSED SALARIES, CONT'D.

**Harry Eubanks** Crew Leader  
 Current Salary..(\$7.28)..\$15,142 Installs service, repairs leaks,  
 Proposed Salary.(\$7.65)..\$15,912 and installs mains, and oversees  
 Proposed Bonus.....\$ 165 his crew.  
 Hire Date - 5/16/90

**Wilbert Hyde** Part-Time Mechanic  
 Current Salary..(\$8.50)..\$17,680  
 Proposed Salary.(\$8.93)..\$18,574  
 Proposed Bonus.....\$ 150 Hire Date - 11/7/90

**Randy Crutcher** Utility Worker  
 Current Salary..(\$6.50)..\$13,520 Installs service, repairs leaks,  
 Proposed Salary.(\$6.83)..\$14,206 and installs mains.  
 Proposed Bonus.....\$ 155 Hire Date - 10/18/91

Water Department:

**Danny Hughes** Gas Superintendent  
 Current Salary..(\$11.44)..\$23,795 Department Head  
 Proposed Salary.(\$12.02)..\$25,002 Organizes daily work schedule,  
 Proposed Bonus.....\$ 750 oversees daily jobs, and  
 supplies materials to job sites.  
 Hire Date - 5/19/87

**Scott Payne** Water Superintendent-Certified  
 Current Salary..(\$10.00)..\$20,800 Welder. Department Head.  
 Proposed Salary.(\$10.50)..\$21,840 Installs service, repairs  
 Proposed Bonus.....\$ 655 leaks, and installs mains,  
 and oversees his crew.  
 Hire Date - 8/13/90

**Wayne Clement** Utility Worker  
 Current Salary..(\$7.55)..\$15,704 Installs service, repairs leaks,  
 Proposed Salary.(\$7.93)..\$16,494 and installs mains.  
 Proposed Bonus.....\$ 165 Hire Date - 4/3/89

**Jack L. Peppers** Utility Worker  
 Current Salary..(\$6.75)..\$14,040 Installs service, repairs leaks,  
 Proposed Salary.(\$7.10)..\$14,768 and installs mains.  
 Proposed Bonus.....\$ 155 Hire Date - 5/30/91

**Emmett King** Utility Worker  
 Current Salary..(\$7.30)..\$15,184 Installs service, repairs leaks,  
 Proposed Salary.(\$7.67)..\$15,954 and installs mains.  
 Proposed Bonus.....\$ 155 Hire Date - 6/3/91

**Ken Stuart** Utility Worker  
 Current Salary..(\$6.76)..\$14,060 Installs service, repairs leaks,  
 Proposed Salary.(\$7.10)..\$14,768 and installs mains.  
 Proposed Bonus.....\$ 155 Hire Date - 4/22/91

**1993 PROPOSED SALARIES, CONT'D.**

|                                      |                     |
|--------------------------------------|---------------------|
| <b>Ray Deaton</b>                    | Part-Time Mechanic  |
| Current Salary..(\$12.00)..\$24,960  |                     |
| Proposed Salary..(\$12.48)..\$25,958 |                     |
| Proposed Bonus.....\$ 105            | Hire Date - 11/7/90 |

Meter Reading Department

|                              |                                  |
|------------------------------|----------------------------------|
| <b>Donna Zinskie</b>         | Meter Reader Supervisor          |
| Current Salary.....\$20,800  | Department Head - Salaried       |
| Proposed Salary.....\$21,840 | In charge of meter readings,     |
| Proposed Bonus.....\$ 1,092  | cut-offs, re-reads, flowmeter,   |
|                              | and oversees daily operations    |
|                              | of wastewater system. Also over  |
|                              | front office and utility billing |
|                              | departments.                     |
|                              | Hire Date - 8/10/87              |

|                                     |                              |
|-------------------------------------|------------------------------|
| <b>Felicia Ramey</b>                | Meter Reader                 |
| Current Salary..(\$7.00)..\$14,560  | Reads gas & water meters for |
| Proposed Salary..(\$7.35)..\$15,285 | billings.                    |
| Proposed Bonus.....\$ 105           | Hire Date - 5/1/91           |

|                                     |                              |
|-------------------------------------|------------------------------|
| <b>Nelson Lopez</b>                 | Meter Reader                 |
| Current Salary..(\$6.25)..\$13,000  | Reads gas & water meters for |
| Proposed Salary..(\$6.83)..\$14,206 | billings.                    |
| Proposed Bonus.....\$ 100           | Hire Date - 5/4/92           |

|                                     |                              |
|-------------------------------------|------------------------------|
| <b>Frank Roberts</b>                | Part-Time Meter Reader       |
| Current Salary..(\$7.10)..\$ 6,500  | Helps reading meters, sewer  |
| Proposed Salary..(\$7.10)..\$ 6,500 | collection labor, and street |
| Proposed Bonus.....\$ 50            | labor. Hire Date - 10/12/87  |

Sewer Department

|                                     |                                   |
|-------------------------------------|-----------------------------------|
| <b>Ralph Terry</b>                  | Wastewater Collections Technician |
| Current Salary..(\$8.74)..\$18,171  | Performs maintenance on lift      |
| Proposed Salary..(\$9.18)..\$19,094 | stations, and continually works   |
| Proposed Bonus.....\$ 175           | on infiltration                   |
|                                     | Hire Date - 10/12/88              |

IV. STREET & BRIDGE :

|                                     |                               |
|-------------------------------------|-------------------------------|
| <b>Danny Pugh</b>                   | Crew Leader                   |
| Current Salary..(\$6.50)..\$13,520  | oversees crew, mows and keeps |
| Proposed Salary..(\$6.83)..\$14,206 | right-of-ways clean.          |
| Proposed Bonus.....\$ 710           | Hire Date - 4/13/92           |

|                                     |                              |
|-------------------------------------|------------------------------|
| <b>Ken Cain</b>                     | Laborer                      |
| Current Salary..(\$8.06)..\$16,765  | mows right-of-ways, picks up |
| Proposed Salary..(\$8.47)..\$17,618 | trash, limbs, etc.           |
| Proposed Bonus.....\$ 175           | Hire Date - 10/10/88         |

1993 PROPOSED SALARIES, CONT'D.

**Donnie Calvert**

Current Salary..(\$6.75)..\$14,040  
 Proposed Salary..(\$7.02)..\$14,602  
 Proposed Bonus.....\$ 105

Laborer  
 mows right-of-ways, picks up  
 trash, limbs, etc.  
 Hire Date - 8/8/90

**Jeff Banks**

Current Salary..(\$7.00)..\$14,560  
 Proposed Salary..(\$7.35)..\$15,288  
 Proposed Bonus.....\$ 165

Laborer  
 mows right-of-ways, picks up  
 trash, limbs, etc.  
 Hire Date - 9/14/92

**Bill Aycock**

Current Salary..(\$6.00)..\$ 8,736  
 Proposed Salary..(\$6.00)..\$ 8,736  
 Proposed Bonus.....\$ 50

Part-Time Laborer  
 mows right-of-ways, picks up  
 trash, limbs, etc. and general  
 duties performed within his  
 limits at the request of the  
 City Manager.  
 Works approximately 28 hrs/week.  
 Hire Date - 5/1/90

**V. GOLF COURSE:**

**Wade Queen**

Current Salary.....\$28,080  
 Proposed Salary.....\$29,494  
 Proposed Bonus.....\$ 1,475

Director of Golf  
 Department Head - Salaried  
 Responsible for all Golf Course  
 Operations  
 Hire Date - 9/17/90

**Jeff Hefner**

Current Salary.....\$26,520  
 Proposed Salary.....\$27,851  
 Proposed Bonus.....\$ 1,393

Golf Course Superintendent  
 Department Head - Salaried  
 Responsible for all Golf Course  
 Maintenance.  
 Hire Date - 6/17/91

**Lisa Terry**

Current Salary..(\$7.28)..\$15,142  
 Proposed Salary..(\$7.64)..\$15,891  
 Proposed Bonus.....\$ 110

Golf Course Secretary  
 Manages all clerical duties and  
 assists Director of Golf and  
 Golf Course Superintendent  
 Hire Date - 1/13/90

**Beth Walker**

Current Salary..(\$8.00)..\$16,640  
 Proposed Salary..(\$8.40)..\$17,472  
 Proposed Bonus.....\$ 110

Pro Shop Attendant  
 Manages all purchasing and  
 scheduling of employees of the  
 Pro Shop and Concessions  
 Hire Date - 9/17/90

**Wayne Forrester**

Current Salary.....\$16,994  
 Proposed Salary.....\$17,846  
 Proposed Bonus.....\$ 100

Golf Professional  
 Salaried. Manages all daily  
 records and maintaining proper  
 handicapping. Manages Starters.  
 Hire Date - 4/6/92

1993 PROPOSED SALARIES, CONT'D.

**Ronnie White** Mechanic  
 Current Salary..(\$7.75)..\$16,120 Maintains and Repairs all  
 Proposed Salary.(\$8.14)..\$16,931 golf course equipment and carts  
 Proposed Bonus.....\$ 150 Hire Date - 3/31/92

**James McCalla** Part Time Starter  
 Current Salary..(\$6.00)..\$ 7,800 Maintains and Repairs all  
 Proposed Salary.(\$6.00)..\$ 7,800 golf course equipment and carts  
 Hire Date - 3-31-92

Assistant Pro Shop Attendants

All Assistant Pro Shop Attendants are Part-Time. Duties include accepting tee times as well as working all sales.

**Jennifer Knox**  
 Proposed Salary..(\$6.00)..\$14,248 Averages 18 hours per week  
 Hire Date - 8/12/92

**Donna Zinskie**  
 Golf Course Wage.(\$7.00).\$ 4,368 Averages 12 hours per week

**Bill Parker**  
 Golf Course Wage.(\$10.64).\$ 6,639 Averages 12 Hours per week

**Margie Wilson**  
 Golf Course Wage.(\$10.64).\$ 6,639 Averages 12 hours per week

Golf Course Grounds Keeper:

**Annette Holman**  
 Current Salary..(\$6.50)..\$13,520 Averages 43 hours per week  
 Proposed Salary.(\$6.83)..\$15,272 Hire Date - 5/1/91  
 Proposed Bonus.....\$ 105

**Glen Williams**  
 Current Salary..(\$6.50)..\$13,520 Averages 43 hours per week  
 Proposed Salary.(\$6.83)..\$15,272 Hire Date - 7/29/92  
 Proposed Bonus.....\$ 105

**Jeff Brack**  
 Current Salary..(\$6.25)..\$13,000 Averages 40 hours per week  
 Proposed Salary.(\$6.25)..\$13,000 Hire Date - 4/16/90  
 Proposed Bonus.....\$ 0

Irrigation Technician

Current Salary..(\$8.65)..\$17,992 Responsible for upkeep of all  
 Proposed Salary.(\$8.65)..\$17,992 water lines, sprinklers, and  
 Proposed Bonus.....\$ pumping stations. Assists  
 Greens Superintendent in any  
 Duties  
 Hire Date - 11/1/92



1993 PROPOSED SALARIES, CONT'D.

**Michael Hutchins**

Current Salary..(\$6.00)..\$12,480      Averages 40 hours per week  
Proposed Salary..(\$6.25)..\$13,000      Hire Date - 9/14/92  
Proposed Bonus.....\$      100

**Franklin Smith**

Current Salary..(\$6.00)..\$12,480      Averages 40 hours per week  
Proposed Salary..(\$6.25)..\$13,000      Hire Date - 9/14/92  
Proposed Bonus.....\$      100

**David Hora**

Current Salary..(\$6.00)..\$ 2,184      Averages 7 hours per week  
Proposed Salary..(\$6.00)..\$ 2,184      Hire Date - 6/10/92  
Proposed Bonus.....\$      0

**Jimmy Downs**

Current Salary..(\$6.00)..\$ 6,240      Averages 20 hours per week  
Proposed Salary..(\$6.00)..\$ 6,240      Hire Date - 10/5/92  
Proposed Bonus.....\$      0

Golf Course Security Guards:

**Harold Martin**

Current Wage..(\$6.00).. \$9,360      Averages 30 hours per week  
Hire Date - 5-20-91

**William Dalton**

Current Wage..(\$6.00).. \$3,744      Averages 12 hours per week  
Hire Date - 10-28-91

**Steven Masters**

Current Wage..(\$6.00).. \$9,360      Averages 30 hours per week  
Hire Date - 5-15-92

**Clarence Bowen**

Current Wage..(\$6.00).. \$3,744      Averages 12 hours per week  
Hire Date - 5-26-92

**David Warren**

Current Wage..(\$6.00).. \$3,744      Averages 12 hours per week  
Hire Date - 6-10-92

Golf Course Cart Attendants:

All Golf Course Cart Attendants are Part-Time. Duties include keeping carts available to players, fueling and cleaning of carts.

**Arthur Boggs**

Current Wage..(\$5.00).. \$5,200      Averages 20 hours per week  
Hire Date - 8-25-92

1993 PROPOSED SALARIES, CONT'D.

**Greg Lepley**

Current Wage..(\$5.00).. \$3,900      Averages 15 hours per week  
Hire Date - 6-15-92

**Daniel Harrison**

Current Wage..(\$5.00).. \$3,900      Averages 15 hours per week  
Hire Date - 8-23-92

**Sean Wilborn**

Current Wage..(\$5.00).. \$3,900      Averages 15 hours per week  
Hire Date - 6/20/92                      during summer only.



TAILORED BUSINESS SYSTEMS

230 Barrow Downs

Alpharetta, Georgia 30201

(404) 442-0626

July 30, 1992

Ms. Sandra Richards  
Director of Finance  
City of Sugar Hill  
4988 West Broad St.  
Sugar Hill, GA 30518

Dear Ms. Richards:

Tailored Business Systems offers a tax billing service to its customers. The cost of this service is 45 cents per parcel and includes the following:

- Printing of tax notices
- Printing and bursting of tax receipts
- Zip-sort mailing of tax notices (includes postage)
- Printing and binding of tax digest (two copies)

Please let me know if you need further information on the TBS Tax Billing Service. Thank you.

Sincerely,

Theresa Krause  
Marketing Representative

TAX BILLING COMPARISON

If the City does the Tax Billing in House:

|                                     |                   |
|-------------------------------------|-------------------|
| Conversion Costs.....               | \$ 300.00         |
| Bills.....                          | 144.50            |
| Envelopes.....                      | 178.22            |
| Postage.....                        | 653.08            |
| Labor (\$10.17/hr. x 80 hours)..... | <u>813.60</u>     |
| <b>Total.....</b>                   | <b>\$2,089.40</b> |

If Tailored Business Systems does our Tax Billing:

|                       |                   |
|-----------------------|-------------------|
| Conversion Costs..... | \$ 300.00         |
| 45¢/bill.....         | <u>1,013.40</u>   |
| <b>Total.....</b>     | <b>\$1,313.40</b> |

Variance.....\$ 776.00

\* These figures were based on 2,252 tax bills (amount billed out in 1991).

JLF  
10/12/92

1.

DEAR Mayor and Council,

I am writing this letter because I am a concerned citizen of Sugar Hill who is interested in seeing the city secure its solid waste disposal by maximizing that economy and maximizing the revenue from additional solid waste. I have attended five solid waste management plan meetings and the last public hearing.

REGARDLESS of the total acreage used or total tons of solid waste disposed of under the solid waste management plan, it is a fact that Sugar Hill is utilizing only a small percentage of the total acres or tons of waste disposed of when compared to the other jurisdictions that will be utilizing the Sugar Hill Landfill, this bothers me.

The citizens of Sugar Hill have essentially been asked to accept this current arrangement in the name of revenue production. I ask that Stephen Bailey please define where the revenue will go, this shouldn't be an unfair question, as a citizen of Sugar Hill considering what might be given up.

I would think that Mr Bailey would feel obligated to do this.

~~This is not my primary concern~~

but rather it is, that just as we need to give attention to defining the revenues and where it will be spent,

we also need to give attention to protecting our own ability to assure adequate and uninterrupted handling capability.

Closing up the loop holes in the lease contract is the place that will protect the citizens, and that is why I am writing this letter.

I understand that the Mayor and Council have the legal authority to negotiate the contract but

I wish to have the Solid Waste Task Force affect it.

I would like to propose that the Solid Waste Task Force who is designing the Solid Waste management plan and are on a perpetual learning curve, be given the ability to affect the contract negotiations. The city can benefit from their insights since they are buried in the business of developing a plan. I would like to propose that as each member is designing each of the seven elements of the plan, that they each write down their best ideas for the contract as well as potential shortcomings of a bad contract. After the plan is finished, I have some work sessions to develop an explicit, outlined proposal of ideas for the contract. The proposal should be written and submitted to the Mayor and Council to take into the negotiations. I would like to see the "inadequate contract" issue out of the way and get on the business of developing a plan.

I <sup>also</sup> recommend city council involvement at the work sessions.  
Sincerely Yours,

Rose Payne  
980 Old Spring Way  
Sugar Hill, GA 271-7651

P.S. I am a registered voter



KEVIN R. SMITH

5060 Sugar Creek Drive  
Sugar Hill, Georgia 30518  
(404) 271-1617

October 7, 1992

Jim Stanley  
Councilman for Sugar Hill  
Sugar Hill, Georgia

Dear Jim:

As I am not certain of my schedule October 12, I write so you may call this to the council's attention.

During recent walks through Robinson Park, I have noticed the very poor landscape job around the picnic shelter down near the soccer field. The recent rains (and any heavy rain anytime) causes unsightly and unhealthy standing water ponds all around the shelter and over toward the sand of the playground. Please mention all this at the council meeting so Ms. Williamson will be so directed to fill in the holes, correct the drainage and generally "spuce up" the new but already sad looking shelter and grounds surrounding it. We will all benefit once this job is properly completed. Sod? Maybe.

Thank you for representing the People.

Sincerely,  
Kevin R. Smith

SEWER TREATMENT PLANT PRE-CONSTRUCTION MEETING  
WEDNESDAY, OCTOBER 7, 1992  
10:30 A.M.

M I N U T E S

In attendance: Bill Johnson-Piedmont Olsen Hensley, a representative from Georgia E.P.D., a representative from Lanier Contracting and several City representatives.

Meeting convened at 10:43 a.m.

Bill Johnson, with Piedmont Olsen Hensley, states that the contract documents will be dated October 7, 1992. All bonds will also be dated October 7, 1992. Mr. Johnson states that the Certification from Owner's Attorney has been signed, however, the Notice of Award or the Notice to Proceed have not been signed. He states that he will have these signed and forwarded on to the appropriate people. He states that the Notice to Proceed will begin on October 17, 1992. This is agreeable with everyone in attendance.

Mr. Johnson states that in regards to the contract, the owner is the City of Sugar Hill and the Contractor is Lanier Contracting. Mr. Johnson states that he is the representative for the City and will inspect the project.

All correspondence to Piedmont Olsen Hensley regarding this project, should be addressed to Judy Waters with P.O.H.. P.O.H. will not be responsible for any delays on the project if correspondence does not get directed appropriately.

Mr. Johnson reviews P.O.H.'s responsibilities in this project. He states that Ken Bryan from EPD will verify that the work conforms with the specifications. Mr. Johnson states that the Contractor shall only take instructions from himself. The Contractor is expected to complete the project within 260 days from the date on the Notice to Proceed.

Discussion is held on whether or not land disturbing permits have been obtained.

Mr. Johnson states that he needs 8 copies of the pay requests and P.O.H. will certify them before the City pays them. Mr. Johnson states that they may ask for revised schedules and there will be no subcontractors without written approval from P.O.H.

Mr. Johnson reviews Lanier Contracting's responsibilities.

Mr. Johnson states that he would like to have a progress meeting with Lanier Contracting on or about the 20th of each month. Two preliminary copies of the Operations and Maintenance Manual needs to be submitted to P.O.H. within 50% completion of the project.

Ken Bryan with EPD discusses some items he will be inspecting during the project.

Mr. Johnson submits Lanier Contracting with a copy of the contract and states that he will forward the Notice of Award and Notice to Proceed to him.

Mr. Johnson gives the Contractor the job site set of approved plans which need to be kept on site at all times.

Meeting adjourned at 11:35 a.m.

*Judy Foster*

WORK SESSION  
THURSDAY, OCTOBER 22, 1992  
7:00 P.M.

A G E N D A

- A) 1993 Budget Proposal -  
Questions for Dept. Heads

WORK SESSION  
THURSDAY, OCTOBER 22, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor Pro-tem Thomas Morris, Council Members Steve Bailey, Roger Everett and Jim Stanley, City Manager Kathy Williamson, Director of Utilities and Development Ken Crowe, Director of Finance Sandy Richards, Director of Golf Wade Queen, Chief Building Inspector Steve Kennedy, Collections Systems Supervisor Donna Zinskie and Mechanic Ray Deaton.

Work Session began at 7:06 p.m.

1993 Budget Proposal

City Manager Kathy Williamson states that the purpose of this Work Session is to review the 1993 Budget Proposal page by page so that the Council will be able to ask the appropriate department head questions. Refer to attached 1993 budget draft.

Council Member Stanley asks what is deferred compensation. Director of Finance Sandy Richards explains that it is a retirement fund where the City will match the employees' contribution, up to 5% of the employees' gross salary. Mr. Stanley questions why the request for registrar services are so much more than this year. Mrs. Richards states that there will be a City Election next year and there was not one this year. Mr. Stanley asks if the figures utilized in "Actual 1992" are projected figures through the end of the year. Mrs. Richards states that this is correct and these figures will be updated in future drafts if needed.

Mrs. Williamson reviews the restructuring of the front office. The Finance Department will be separate from the front office and the Clerk's Office will begin taking payments for property taxes and business licenses. This restructuring will require one additional employee for the front office. There is general consensus among the Council to hire this additional employee if needed.

Mr. Stanley questions the Workers Comp Insurance. Mrs. Richards states that this is for all employees because it is impossible to break it down into funds. Mr. Stanley asks why equipment operations and maintenance in Administration is more than twice as much as last year. Mrs. Richards states that it includes the purchase of a new copier and some miscellaneous office equipment. Mr. Stanley suggests separating new purchases from O & M costs. Mrs. Richards states that it is separated in the line item budget, this is only a summary.

Mrs. Williamson states that City Marshall James Morgan has informed her that the Gwinnett County Board of Commissioners have stepped in and will not allow him to utilize the county patrol car during his duties as City Marshall. Therefore, the City will have to purchase a vehicle for him. Discussion held on this matter.

Mr. Stanley asks why property and liability insurance has almost doubled. Mrs. Richards states that this is because of the golf course and the new barn. She states that the sewer treatment plant will be added next year as well. Discussion is held on the cost of our answering service and whether or not it is cost effective. Mrs. Richards states that this draft shows the change in the millage rate for

WORK SESSION  
THURSDAY, OCTOBER 22, 1992  
MINUTES, CONT'D.  
PAGE 2

property taxes for next year. Discussion is held concerning the anticipated amount of interest earned for next year. Mr. Stanley questions the amount budgeted for CDBG grant. Mrs. Richards states that these funds are a continuation of a committed grant.

Discussion is held concerning O & M costs in the Gas Fund and why they have quadrupled. Mr. Stanley states that water sales for this year was nowhere near what was budgeted and asks why. Director of Utilities and Development Ken Crowe states that we had an extraordinary wet summer and simply did not sell as much water as in previous years. Discussion is held on whether or not the 1993 proposed figure is overestimated. Mr. Stanley asks if the City has initiated a regular schedule of changing out gas and water meters and calibrating the larger gas meters. Mr. Crowe states yes, the City began this program this year.

Council Member Bailey states that the Street & Bridge Fund needs to be incorporated into the General Fund since it is not actually an enterprise fund and it is supported by taxes. He asks if it can be arranged in the General Fund like the Building Inspections Department, where the totals are separate. Mrs. Richards states that this can be done and will be no problem. Discussion is held concerning subdivision sign permits. Mr. Stanley asks why sewer charges are decreasing. Mrs. Williamson states that the new sewer system the City of Buford installed has cut down on O & M costs.

Mr. Stanley states that the golf course snack bar revenues should be more than \$700 more than this year since it will be open for a full year in 1993. Director of Golf Wade Queen states that he will adjust that figure. Mr. Stanley asks where golf tournament fees are. Mr. Queen states that they are figured in with the greens fees. Mr. Stanley states that the golf course does not anticipate much profit for 1993 and he feels Mr. Queen needs to find ways to cut expenses and make more revenue.

Discussion is held concerning the peak shaving plant. Mr. Crowe explains that the high pressure gas line expense has increased because of the gas line the City is running down Suwanee Dam Road and Highway 20. He states that in equipment purchases, a new Case 360 and 40+4 trencher are needed. Mr. Stanley asks why gas meter sales are down. Mr. Crowe states that building has slowed down some. Mr. Stanley asks if the gas rates are being adjusted monthly. Mrs. Williamson states yes. Mr. Crowe states that Cathodic Protection expenses are up because the City is adding two new ground beds. Mrs. Williamson states that no new vehicles are budgeted for next year. Mrs. Williamson states that sewer expenses are down because Donna Zinskie and Ralph Terry have been doing their own maintenance on the lift stations and this has saved the City a lot of money. Mr. Stanley asks if a clubhouse for the golf course was budgeted for. Mr. Queen states no, not for 1993.

Discussion is held concerning the Capital Contingency Budget for 1993. Mr. Crowe states that the telephone at the water tanks is no longer needed. Mr. Stanley suggests the Sewer Department have two or three spare pumps for lift station emergencies. Ms. Zinskie states that they have two rebuilt spare pumps now for emergencies. Mr. Bailey asks what promotional ideas Mr. Queen has for the golf course for next year. Mr. Queen states that they plan to have ads and mailers.

Work Session adjourned at 9:00 p.m.

*Judy Foster*



# CITY OF SUGAR HILL

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

**TO: MAYOR AND COUNCIL**  
**FROM: SANDY RICHARDS, DIRECTOR OF FINANCE**  
**DATE: OCTOBER 22, 1992**  
**RE: UPDATED FIRST DRAFT OF THE 1993 OPERATING BUDGET**

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Attached is the updated first draft of the 1993 operating budget.

The following changes were made:

1. Millage rate changed from 6 to 4 mils and Property Tax revenue adjusted.
2. Insurance Premium Tax was amended.
3. Added 2 ground beds for Gas dept.
4. Added Equip Rental, Drainage Control, and Storm Water Program to Street & Bridge.
5. Golf Course Revenues amended.
6. Increased water costs 7%
7. Increased sanitation costs 5.5%
8. City Marshall taken out of General Salaries & Wages and a line item made for the expense.
9. Golf Course amended training/travel and mileage expenses.
10. FICA in General Fund amended for Mayor and Council stipends
11. Sanitation Revenues amended.
12. Gas costs amended.

THE 1993 BUDGET

FOR THE

CITY OF SUGAR HILL, GEORGIA

1993  
OFFICIALS OF  
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor  
Steven Bailey, Council Member  
Reuben Davis, Council Member  
Roger Everett, Council Member  
Thomas Morris, Sr. Council Member  
James Stanley, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager  
Sandra Richards, Director of Finance  
Wade Queen, Director of Golf  
Ken Crowe, Director of Planning  
and Development and Utilities

CITY CLERK

Judy L. Foster

Draft #2



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

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Officials of the City of Sugar Hill  
Transmittal Letter

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**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01-LEGISLATIVE**

**Service Statement**

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

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                 | GRADE   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------|---------|-------------------|-------------------|----------------------|
| Mayor           | Elected | 1                 | 1                 | 1                    |
| Council Members | Elected | 5                 | 5                 | 5                    |
| <b>TOTAL</b>    |         | <b>6</b>          | <b>6</b>          | <b>6</b>             |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - LEGISLATIVE

Summary by Category:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Mayor & Council Stipend  | \$8,100           | \$8,100           | \$8,100              |
| Mileage Allowance        | 2,500             | 2,500             | 2,500                |
| Council Meeting Supplies | 1,000             | 1,000             | 1,000                |
| Operation & Education    | 5,790             | 6,000             | 6,690                |
| GMA (Gwinnett) Meetings  | 400               | 525               | 550                  |
| <b>TOTAL</b>             | <b>\$17,790</b>   | <b>\$18,125</b>   | <b>\$18,840</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MUNICIPAL COURT

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Judge        | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

Summary by Category:

|                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-------------------|-------------------|----------------------|
| Personal Services | \$ 750            | \$ 100            | \$ 500               |
| <b>TOTAL</b>      | <b>\$ 750</b>     | <b>\$100</b>      | <b>\$ 500</b>        |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - CITY ATTORNEY

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Attorney     | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| Attorney Fees | \$12,500          | \$14,000          | \$14,000             |
| <b>TOTAL</b>  | <b>\$12,500</b>   | <b>\$14,000</b>   | <b>\$14,000</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - REGISTRAR SERVICES

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|                   | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-----------|-------------------|-------------------|----------------------|
| Voter Registrar   | Appointed | 1                 | 1                 | 1                    |
| Deputy Registrars |           | 4                 | 4                 | 4                    |
| <b>TOTAL</b>      |           | <b>5</b>          | <b>5</b>          | <b>5</b>             |

Summary by Category:

|                    | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------|-------------------|-------------------|----------------------|
| Personnel Services | \$ 900            | \$ 900            | \$ 900               |
| Election Operation | -0-               | -0-               | 1,700                |
| <b>TOTAL</b>       | <b>\$ 900</b>     | <b>\$ 900</b>     | <b>\$2,600</b>       |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

**Service Statement**

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

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

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

**Summary by Category:**

|                            | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------|-------------------|-------------------|----------------------|
| E.E. Robinson Park Funding | \$25,000          | \$25,000          | \$25,000             |
| Sugar Hill Festival        | \$ 1,500          | 1,500             | 1,500                |
| <b>TOTAL</b>               | <b>\$26,500</b>   | <b>\$26,500</b>   | <b>\$26,500</b>      |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01 - CITY MANAGER'S OFFICE**

**Service Statement**

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| City Manager | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personnel Services    | \$57,632          | \$60,848          | \$63,364             |
| Vehicle Expense       | 1,000             | 1,400             | 700                  |
| Operation & Education | 2,110             | 2,000             | 2,110                |
| Dues                  | 618               | 600               | 618                  |
| <b>TOTAL</b>          | <b>\$61,360</b>   | <b>\$64,848</b>   | <b>\$66,792</b>      |



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE & ADMINISTRATION

**Service Statement**

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions. Finance is responsible for all revenue collections, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council.

The City Clerks Office is responsible for Property tax billing, issuing business licenses, registering voters, and Annexation and Rezoning.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City fi fa's on delinquent tax accounts; publishes a monthly newsletter to all residents of the City; is the City's official keeper of all City records.

**Goals and Objectives:**

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

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE, ADMINISTRATION & CLERKS OFFICE

Authorized Positions:

|                        | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------|-------------------|-------------------|----------------------|
| City Clerk             | 1                 | 1                 | 1                    |
| Finance Director       | 1                 | 1                 | 1                    |
| Accounts Payable Clerk | 1                 | 1                 | 1                    |
| Clerk/Cashier          | 2                 | 2                 | 0                    |
| Postal Clerk           | 1                 | 1                 | 1                    |
| Utility Billing Clerk  | 1                 | 1                 | 0                    |
| Deputy City Clerk      | 0                 | 0                 | 1                    |
| <b>TOTAL</b>           | <b>7</b>          | <b>7</b>          | <b>5</b>             |

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| Personal Services            | \$184,067         | \$189,360         | \$164,478            |
| City Marshall                | 0                 | 0                 | 18,000               |
| Audit Services               | 8,700             | 8,700             | 9,200                |
| Supplies & Materials         | 11,000            | 13,000            | 15,500               |
| Equipment Operation & Maint. | 12,500            | 30,000            | 31,800               |
| Dues                         | 4,844             | 4,900             | 4,979                |
| Operation & Education        | 3,600             | 4,000             | 4,010                |
| Mileage                      | 150               | 200               | 750                  |
| Postage                      | 10,100            | 10,000            | 11,000               |
| Shortage/Overage             | 0                 | <450>             | 0                    |
| Bank Charges                 | 250               | 2,000             | 2,000                |
| Consultants Fees             | 4,000             | 7,000             | 8,000                |
| Workers Comp Insurance       | 24,000            | 35,000            | 40,000               |
| Legal Advertising            | 500               | 1,300             | 1,500                |
| <b>TOTAL</b>                 | <b>\$263,711</b>  | <b>\$305,010</b>  | <b>\$311,217</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - BUILDING INSPECTIONS

Service Statement

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

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

Goals and Objectives:

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

Authorized Positions:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Chief Building Inspector | 1                 | 1                 | 1                    |
| Building Inspector       | 1                 | 1                 | 1                    |
| Administrative Clerk     | 1                 | 1                 | 1                    |
| <b>TOTAL</b>             | <b>3</b>          | <b>3</b>          | <b>3</b>             |

Summary by Category:

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personal Services     | \$ 79,170         | \$83,023          | \$94,713             |
| Supplies              | 2,000             | 3,532             | 1,000                |
| Vehicle Maint.        | 1,500             | 1,015             | 1,080                |
| Operation & Education | 1,000             | 2,000             | 2,500                |
| Miscellaneous         | 500               | 130               | 500                  |
| Uniforms              | 350               | 300               | 500                  |
| Office Equip          | 0                 | 0                 | 5,000                |
| Bldg. Maint           | 0                 | 4,800             | 800                  |
| <b>TOTAL</b>          | <b>\$ 84,520</b>  | <b>\$94,800</b>   | <b>\$106,093</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - PRISON DETAIL**

**Service Statement**

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

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

**Authorized Positions:**

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| City Marshall | 0                 | 0                 | 1                    |
| Prison Guard  | 1                 | 1                 | 1                    |
| Prison Detail | 10                | 10                | 10                   |
| <b>TOTAL</b>  | <b>11</b>         | <b>11</b>         | <b>12</b>            |

**Summary by Category:**

|                      | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------|-------------------|-------------------|----------------------|
| Prison Guard         | \$ 23,000         | \$23,000          | 23,000               |
| Tools & Equipment    | 1,500             | 175               | 500                  |
| Equipment Repair     | 1,500             | 200               | 500                  |
| Prison Bus Maint.    | 2,000             | 650               | 725                  |
| Marshall Veh. Maint. | 0                 | 0                 | 500                  |
| <b>TOTAL</b>         | <b>\$ 28,000</b>  | <b>\$24,025</b>   | <b>\$ 25,225</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - PUBLIC LANDS AND BUILDINGS**

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

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

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house and Utility Barn on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall
- 6) 44 Acres as leased landfill on Appling Rd
- 7) 268 acre Sewer Treatment Facility and Golf Course on Suwanee Dam Rd

**Summary by Category:**

|                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------|-------------------|-------------------|----------------------|
| Repair & Maintenance      |                   |                   |                      |
| Highway 20 Rental         | 500               | 300               | 500                  |
| Hillcrest Rental          | 250               | 650               | 750                  |
| City Hall                 | 2,000             | 1,200             | 2,000                |
| Community Center          | 500               | 750               | 1,000                |
| Utilities                 |                   |                   |                      |
| City Hall                 | 4,500             | 4,500             | 5,000                |
| Insp Office               | 0                 | 250               | 2,000                |
| Hillcrest Rental          | 0                 | 700               | 1,000                |
| Community Center          | 2,000             | 1,800             | 2,500                |
| Property & Liability Ins. | 45,000            | 73,000            | 85,000               |
| <b>TOTAL</b>              | <b>\$ 54,750</b>  | <b>\$ 83,150</b>  | <b>\$ 99,750</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MISCELLANEOUS

Summary by Category:

|                                  | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------|-------------------|-------------------|----------------------|
| Coffee & Vending Service         | \$ 700            | 1,200             | 1,500                |
| Radio Equipment                  | 1,400             | 2,500             | 2,500                |
| Radio Equipment Maint.           | 1,680             | 250               | 500                  |
| Radio Transmitting Fee           | 1,248             | 750               | 1,000                |
| Janitorial Supplies              | 1,000             | 1,500             | 1,500                |
| Janitorial Fee                   | 3,500             | 3,500             | 3,500                |
| Pager Service                    | 0                 | 2,000             | 2,000                |
| Telephone                        | 7,000             | 5,000             | 7,000                |
| Answering Service                | 2,000             | 1,500             | 2,000                |
| Miscellaneous                    | 2,500             | 4,500             | 3,000                |
| Vehicle Gas & Oil (consolidated) | 18,672            | 18,500            | 20,000               |
| <b>TOTAL</b>                     | <b>\$ 39,700</b>  | <b>\$41,200</b>   | <b>\$44,500</b>      |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR THE 1993 GENERAL FUND BUDGET**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Property Tax-Current    | 170,249           | 252,000           | 232,858           | 279,430              |
| 30200 Property Tax-Prior      | 61,118            | 35,000            | 89,000            | 58,215               |
| 30300 FIFA, Penalties & Int   | 70                | 200               | 2,500             | 3,000                |
| 30800 Intangible Tax          | 4,630             | 3,000             | 3,000             | 3,000                |
| 31200 Ad Valorem Tax          | 40,147            | 40,000            | 45,000            | 45,000               |
| 32100 Georgia Power Tax       | 99,578            | 100,000           | 100,675           | 100,000              |
| 32200 Southern Bell Tax       | 17,706            | 18,000            | 23,043            | 25,000               |
| 32300 Cable TV Tax            | 11,100            | 11,000            | 12,413            | 12,000               |
| 32600 Insurance Premium Tax   | 137,045           | 70,000            | 83,000            | 85,000               |
| 33100 Real Estate Tax         | 2,756             | 3,000             | 3,500             | 3,500                |
| 33200 Beer and Wine Tax       | 17,653            | 15,000            | 15,000            | 15,000               |
| 35000 Business License Fees   | 41,441            | 42,000            | 40,000            | 42,000               |
| 35200 Rezoning & Annex. Fees  | 4,150             | 2,750             | 4,200             | 3,500                |
| 35400 Qualifying Fees         | 288               | 0                 | 0                 | 216                  |
| 35600 Service Charge          | 1,030             | 1,000             | 2,200             | 2,500                |
| 35700 Yard Sale Permits       | 245               | 150               | 155               | 200                  |
| 35800 Marshall/Court Fines    | 1,385             | 1,400             | 0                 | 500                  |
| 36000 Interest Earned         | 55,991            | 10,000            | 9,000             | 10,000               |
| 37100 Highway 20 Rent         | 2,600             | 4,800             | 4,800             | 4,800                |
| 37400 Sale of Maps,Ords, Etc. | 642               | 400               | 350               | 400                  |
| 37500 Sale of Assets          | 5,700             | 2,000             | 3,200             | 2,000                |
| 37600 Utility Bill Penalties  | 46,169            | 40,000            | 40,000            | 40,000               |
| 37700 Reconnect Fees          | 0                 | 0                 | 255               | 250                  |
| 38000 C.D.B.G Grant           | 32,791            | 50,000            | 9,990             | 45,000               |
| 38200 Miscellaneous           | 1,339             | 1,000             | 1,200             | 1,500                |
| 38300 Comm Ctr. Rental        | 675               | 600               | 500               | 600                  |
| 38400 Pavilion Rental         | 0                 | 0                 | 500               | 500                  |
| 38600 Sugar Hill Festival Rev | 1,682             | 0                 | 732               | 0                    |
| 39000 Inspection revenue      |                   |                   |                   |                      |
| 39100 Building Permits        | 65,449            | 30,000            | 37,000            | 30,000               |
| 39200 Mobile Home Permits     | 5,099             | 2,500             | 2,800             | 2,500                |
| 39700 Development Permits     | 9,596             | 4,000             | 7,800             | 7,000                |
| 39800 Filing Fees             | 0                 | 0                 | 1,000             | 750                  |
| 39900 Miscellaneous           | 250               | 200               | 1,100             | 200                  |
| <b>TOTALS</b>                 | <b>\$838,574</b>  | <b>\$740,000</b>  | <b>\$776,771</b>  | <b>\$823,561</b>     |

GENERAL FUND - EXPENDITURES

|                                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages                 | 173,563           | 236,166           | 228,852           | 223,905              |
| 40300 Deferred Comp.                   | 5,060             | 4,800             | 5,712             | 10,560               |
| 40500 Bonuses                          | 3,123             | 6,702             | 6,700             | 6,855                |
| 40600 Employer FICA                    | 18,439            | 17,301            | 19,020            | 17,129               |
| 40800 SUTA                             | 1,523             | 1,617             | 1,944             | 1,224                |
| 40900 Retirement                       | 8,448             | 12,576            | 11,136            | 12,076               |
| 41000 Group Insurance                  | 34,423            | 51,704            | 42,372            | 50,896               |
| 41100 GMA(Gwinnett)                    | 571               | 400               | 525               | 550                  |
| 41200 Training & Travel                | 9,941             | 13,070            | 14,000            | 15,310               |
| 41300 City Marshall                    | 0                 | 0                 | 0                 | 18,000               |
| 42000 Mayor & Council Stipend          | 4,050             | 8,100             | 8,100             | 8,100                |
| 42400 Registrar Services               | 525               | 900               | 900               | 900                  |
| 42600 City Election                    | 1,637             | 0                 | 0                 | 1,700                |
| 42800 Coffee & Vending                 | 1,445             | 700               | 1,200             | 1,500                |
| 42900 Mileage Allowance                | 3,053             | 2,650             | 2,700             | 3,250                |
| 43000 Vehicle #201 Maint.              | 397               | 1,000             | 1,400             | 700                  |
| 43100 Vehicle Gas & Oil (consolidated) |                   | 18,672            | 18,500            | 20,000               |
| 43400 Data Processing Supp             | 1,868             | 3,500             | 3,500             | 4,000                |
| 43600 Office Supplies                  | 3,131             | 3,500             | 4,500             | 7,000                |
| 43800 Printing                         | 4,420             | 4,000             | 5,000             | 4,800                |
| 43900 Dues, Publ. & Subsc.             | 9,864             | 5,462             | 5,500             | 5,597                |
| 44000 Postage                          | 13,370            | 10,100            | 10,000            | 11,000               |
| 44200 City Hall Maint.                 | 7,765             | 2,000             | 1,200             | 2,000                |
| 44300 Comm Ctr. Maint.                 | 481               | 500               | 750               | 1,000                |
| 44500 Hillcrest Rental Maint.          | 145               | 250               | 650               | 750                  |
| 44600 Hwy 20 Rental Maint              | 1,684             | 500               | 300               | 500                  |
| 45000 Office Equipment                 | 31,683            | 3,000             | 20,300            | 19,800               |
| 45200 Office Equipment Maint.          | 4,516             | 2,500             | 4,700             | 5,000                |
| 45400 Radio Equipment                  | 405               | 1,400             | 2,500             | 2,500                |
| 45600 Radio Equipment Maint.           | 0                 | 1,680             | 250               | 1,000                |
| 45800 Radio Transmitting Fee           | 1,071             | 1,248             | 750               | 1,200                |
| 45900 Operation of City Court          | 335               | 750               | 100               | 750                  |
| 46000 City Hall Utilities              | 4,812             | 4,500             | 4,500             | 5,000                |
| 46200 Comm Ctr Utilities               | 1,983             | 2,000             | 1,800             | 2,500                |
| 46400 Audit                            | 8,700             | 8,700             | 8,700             | 9,200                |
| 46600 Attorney Fees                    | 11,118            | 12,500            | 14,000            | 14,000               |
| 46800 Legal Advertising                | 97                | 500               | 1,300             | 1,500                |
| 47000 Consultants Fees                 | 4,435             | 4,000             | 7,000             | 8,000                |
| 47200 Prop & Liab Ins.                 | 38,291            | 45,000            | 73,000            | 85,000               |
| 47400 Workers Comp Ins.                | 19,240            | 24,000            | 35,000            | 40,000               |



GENERAL FUND - EXPENDITURES, Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 47700 Shortage/Overage      | -139              | 0                 | <450>             | 0                    |
| 47800 Bank Charges          | 204               | 250               | 2,000             | 2,000                |
| 48200 Sugar Hill Festival   | 2,370             | 1,500             | 1,500             | 1,500                |
| 48300 Answering Service     | 1,932             | 2,000             | 1,500             | 2,000                |
| 48400 Pager Service         | 0                 | 0                 | 2,000             | 2,000                |
| 48500 Telephone             | 5,863             | 7,000             | 5,000             | 7,000                |
| 48600 C.D.B.G Expense       | 20,291            | 50,000            | 10,620            | 45,000               |
| 48800 City Park Funding     | 27,500            | 25,000            | 25,000            | 25,000               |
| 49000 Prison Guard          | 20,648            | 23,000            | 23,000            | 23,000               |
| 49200 Prison Tools, Etc.    | 594               | 1,500             | 175               | 500                  |
| 49400 Prison Equip Maint.   | 745               | 1,500             | 200               | 500                  |
| 50000 Veh. #207 Bus Maint   | 1,996             | 2,000             | 650               | 725                  |
| 52500 Miscellaneous         | 5,940             | 2,500             | 4,500             | 3,000                |
| 52600 Council Meeting Supp  | 609               | 1,000             | 1,000             | 1,000                |
| 53000 Janitorial Supplies   | 1,387             | 1,000             | 1,500             | 1,500                |
| 53100 Janitorial Fee        | 1,654             | 3,500             | 3,500             | 3,500                |
| 55000 Inspection Expenses   |                   |                   |                   |                      |
| 44400 Bldg. Maint           | 446               | 500               | 4,800             | 800                  |
| 56000 Uniforms              | 359               | 350               | 300               | 500                  |
| 56500 Supplies              | 667               | 1,000             | 3,532             | 1,000                |
| 57000 Veh. #211 Maint.      | 418               | 1,000             | 950               | 550                  |
| 58000 Veh. #218 Maint.      | 390               | 500               | 65                | 530                  |
| 58200 Computer Equip & Soft | 0                 | 0                 | 0                 | 5,000                |
| 59000 Inspection Misc       | 107               | 500               | 130               | 500                  |
| <b>TOTALS</b>               | <b>\$529,593</b>  | <b>\$643,548</b>  | <b>\$659,833</b>  | <b>\$751,857</b>     |

### ENTERPRISE FUNDS

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

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 02 - SANITATION FUND

Service Statement

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

Goals and Objectives:

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

Summary by Category:

|                                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------------------|-------------------|-------------------|----------------------|
| <b><u>SANITATION REVENUES</u></b> |                   |                   |                      |
| Sanitation Revenues               | \$195,000         | 234,864           | \$243,684            |
| Tipping Fees                      | 5,250             | 1,740             | 5,000                |
| Lease Payments                    | 22,080            | 22,080            | 22,080               |
| Miscellaneous                     | 100               | 50                | 100                  |
| <b>TOTAL REVENUES</b>             | <b>\$222,430</b>  | <b>\$258,734</b>  | <b>\$270,864</b>     |
| <b><u>SANITATION EXPENSES</u></b> |                   |                   |                      |
| Subsidy                           | \$ 20,000         | 19,500            | 20,573               |
| Commercial Sanitation             | 58,000            | 63,987            | 67,506               |
| Multi-Family                      | 10,000            | 11,779            | 12,427               |
| Residential                       | 115,080           | 176,127           | 186,589              |
| Vehicle #204 Maint.               | 2,000             | 3,200             | 800                  |
| Vehicle #218 Maint.               | 1,500             | 1,200             | 650                  |
| Miscellaneous                     | 1,000             | 0                 | 500                  |
| <b>TOTAL EXPENSES</b>             | <b>\$207,580</b>  | <b>\$275,793</b>  | <b>\$289,045</b>     |

\*The average of new customers over the past five years is 207. The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 03 - GAS FUND

Summary by Category:

|                                | BUDGET<br>FY 1992  | ACTUAL<br>FY 1992  | REQUESTED<br>FY 1993 |
|--------------------------------|--------------------|--------------------|----------------------|
| <b><u>GAS REVENUES</u></b>     |                    |                    |                      |
| Gas Revenue - Sales            | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| Gas Tap Fees                   | 30,000             | 25,000             | 20,650               |
| Gas Meter Sales                | 5,000              | 6,000              | 5,900                |
| Extended Gas Line              | 1,000              | 225                | 500                  |
| Cut Gas Line Penalty           | 500                | 0                  | 500                  |
| Miscellaneous                  | 500                | 0                  | 500                  |
| <b>TOTAL GAS REVENUES</b>      | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |
| <br><b><u>GAS EXPENSES</u></b> |                    |                    |                      |
| Personal Services              | \$ 144,736         | 148,024            | 167,986              |
| Gas Purchase                   | 987,347            | 700,000            | 1,110,000            |
| Operation, Maint, Educ.        | 72,450             | 117,070            | 282,845              |
| Supplies & Materials           | 90,500             | 67,000             | 93,500               |
| <b>TOTAL EXPENSES</b>          | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,654,331</b>   |

\*The average of new customers over the past five years is 220.

The number to calculate gas revenue, tap fees, and meter sales is 118 new customers.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 04 - WATER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>WATER REVENUES</u></b> |                   |                   |                      |
| Water Sales                  | 631,212           | 540,231           | 697,376              |
| Water Tap Fees               | 80,500            | 50,000            | 42,250               |
| Water Meter Sales            | 7,000             | 4,500             | 3,250                |
| Water Backflow Sales         | 3,500             | 2,500             | 1,625                |
| Cut Line Penalties           | 1,000             | 0                 | 1,000                |
| Miscellaneous                | 500               | 1,400             | 500                  |
| <b>TOTAL REVENUES</b>        | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$746,001</b>     |
| <b><u>WATER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | 318,473           | 247,148           | 362,750              |
| Water Purchases              | 301,775           | 232,767           | 289,403              |
| Operating, Maint & Educ.     | 22,500            | 24,770            | 38,983               |
| Debt Service/'74 G.O Bond    | 10,100            | 2,703             | 5,100                |
| Supplies & Materials         | 36,000            | 31,698            | 62,000               |
| <b>TOTAL EXPENSES</b>        | <b>\$ 688,848</b> | <b>\$ 539,086</b> | <b>\$ 758,236</b>    |

\*The number to calculate water sales is 2230 customers total (65 new customers in 1993) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 65 new services.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 05 - STREET AND BRIDGE

Summary by Category:

|                                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------------------------------|-------------------|-------------------|----------------------|
| <b><u>STREET &amp; BRIDGE REVENUE</u></b> |                   |                   |                      |
| Subdivision Sign Permits                  | 500               | 650               | 700                  |
| Subdivision Sign Sales                    | 500               | 700               | 700                  |
| Street Sign Sales                         | 1,000             | 300               | 500                  |
| Street Light Revenue                      | 6,500             | 6,800             | 7,080                |
| County Paving Tax                         | 70,000            | 59,000            | 55,000               |
| Storm Water Program                       | 0                 | 0                 | 12,500               |
| <b>TOTAL REVENUES</b>                     | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$76,480</b>      |

**STREET & BRIDGE EXPENSES**

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| Personal Services       | \$ 51,362        | 74,291           | 107,411          |
| Operating & Maintenance | 122,350          | 74,671           | 120,100          |
| Supplies & Materials    | 6,500            | 7,460            | 30,050           |
| <b>TOTAL EXPENSES</b>   | <b>\$180,212</b> | <b>\$156,422</b> | <b>\$257,561</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 06 - SEWER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>SEWER REVENUES</u></b> |                   |                   |                      |
| Sewer Revenue                | \$224,747         | 313,459           | \$ 291,803           |
| Sewer Impact Fees            | 500,000           | 150,000           | 375,000              |
| Sewer Inspections            | 2,500             | 3,500             | 5,000                |
| Construction Fund Interest   | 12,000            | 10,000            | 12,000               |
| Miscellaneous                | 0                 | 0                 | 0                    |
| <b>TOTAL REVENUES</b>        | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$683,803</b>     |
| <b><u>SEWER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | \$ 25,622         | 30,045            | 28,368               |
| Sewer Charges                | 150,000           | 128,419           | 102,000              |
| Operation, Maint. & Educ.    | 86,150            | 58,540            | 69,428               |
| Supplies & Materials         | 11,000            | 4,800             | 24,000               |
| Debt Service/'74 GO Bond     | 10,100            | 2,073             | 5,100                |
| Debt Service/'89 Rev Bond    | 317,082           | 317,082           | 314,978              |
| <b>TOTAL EXPENSES</b>        | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$543,874</b>     |

The number of customers used to calculate sewer revenue is 65 using 200 gallons per day at current rates.

\* Sewer Impact fees were calculated using 150 new tap-ons at a fee of \$2,500 each.

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 65% of the total \$484,582 in interest expense. The remaining 35% is appropriated in the golf course section.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 07 - GOLF COURSE FUND

Summary by Category:

|                                        | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------------|-------------------|-------------------|----------------------|
| <b><u>GOLF COURSE REVENUES</u></b>     |                   |                   |                      |
| Green Fees and Cart                    |                   | 236,500           | \$975,082            |
| Pro Shop                               |                   | 10,500            | 39,000               |
| Snack Bar                              |                   | 11,000            | 11,700               |
| Driving Range                          |                   | 0                 | 32,400               |
| Resident Cards                         |                   | 1,100             | 500                  |
| Tournament Fees                        |                   | 4,500             |                      |
| Miscellaneous                          |                   | 300               | 500                  |
| <b>TOTAL REVENUE</b>                   | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,059,182</b>   |
| <br><b><u>GOLF COURSE EXPENSES</u></b> |                   |                   |                      |
| Personal Services                      | \$308,685         | 309,660           | 402,527              |
| Inventories                            | 0                 | 0                 | 37,800               |
| Operation, Maint. & Educ.              | 131,242           | 107,480           | 210,519              |
| Supplies & Materials                   | 141,577           | 79,000            | 89,000               |
| **Debt Service/'89 Rev Bond            | 170,736           | 170,736           | 169,604              |
| <b>TOTAL EXPENSES</b>                  | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$909,450</b>     |

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 35% of the total \$484,582 in interest expense. The remaining 65% is appropriated in the Sewer Fund section.



THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR  
THE 1993 ENTERPRISE FUNDS BUDGET

**SANITATION FUND - REVENUES**

|                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sanitation Sales | 204,221           | 195,000           | 234,864           | 243,684              |
| 31600 Tipping Fees     | 1,908             | 5,250             | 1,740             | 5,000                |
| 31800 Lease Payments   | 22,080            | 22,080            | 22,080            | 22,080               |
| 32500 Miscellaneous    | 0                 | 100               | 50                | 100                  |
| <b>TOTALS</b>          | <b>228,209</b>    | <b>\$ 222,430</b> | <b>\$258,734</b>  | <b>\$270,864</b>     |

**SANITATION FUND - EXPENSES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 44500 Subsidy            | \$14,259          | \$ 20,000         | 19,500            | \$ 20,573            |
| 45000 Commercial         | 56,210            | 58,000            | 63,987            | 67,506               |
| 45500 Multi-Family       | 9,859             | 10,000            | 11,779            | 12,427               |
| 46000 Residential        | 149,524           | 115,080           | 176,127           | 186,589              |
| 47000 Gas Dump Maint.    | 2,519             | 2,000             | 3,200             | 800                  |
| 48000 Diesel Dump Maint. | 507               | 1,500             | 1,200             | 650                  |
| 91500 Miscellaneous      | 0                 | 1,000             | 0                 | 500                  |
| <b>TOTALS</b>            | <b>232,878</b>    | <b>\$ 207,580</b> | <b>\$275,793</b>  | <b>\$289,045</b>     |

**GAS FUND - REVENUES**

|                         | Actual<br>FY 1991  | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|-------------------------|--------------------|--------------------|--------------------|----------------------|
| 30100 Gas Sales         | \$1,432,665        | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| 30400 Gas Tap Fees      | 41,490             | 30,000             | 25,000             | 20,650               |
| 30500 Gas Meter Sales   | 12,365             | 5,000              | 6,000              | 5,900                |
| 30800 Extended Gas Line | 4,269              | 1,000              | 225                | 500                  |
| 31000 Cut Gas Line      | 0                  | 500                | 0                  | 500                  |
| 32000 Miscellaneous     | 54                 | 500                | 0                  | 500                  |
| <b>TOTALS</b>           | <b>\$1,490,843</b> | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |

**GAS FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | \$ 83,674         | \$103,856         | \$103,856         | \$115,855            |
| 40300 Deferred Compensation   | 0                 | 0                 | 360               | 2,160                |
| 40500 Bonuses                 | 435               | 2,208             | 2,208             | 2,396                |
| 40600 Employer FICA           | 6,401             | 7,944             | 8,500             | 8,863                |
| 40700 SUTA                    | 776               | 808               | 2,000             | 884                  |
| 40900 Retirement              | 4,107             | 4,732             | 4,732             | 5,456                |
| 41000 Group Insurance         | 18,533            | 25,188            | 25,188            | 32,372               |
| 41100 Uniforms                | 484               | 500               | 300               | 500                  |
| 42000 Training & Travel       | 2,963             | 2,500             | 2,000             | 2,500                |
| 42100 Drug Testing            | 1,393             | 1,200             | 0                 | 1,000                |
| 43000 Natural Gas             | 665,428           | 987,347           | 750,000           | 1,110,000            |
| 43500 Propane                 | 0                 | 20,000            | 0                 | 20,000               |
| 43600 Peak Shaving Maint.     | 1,390             | 1,500             | 1,100             | 1,500                |
| 43700 Office Supplies (1/2)   | 0                 | 0                 | 0                 | 500                  |
| 43800 Utility Barn Maint.     | 324               | 1,000             | 500               | 1,000                |
| 43900 Utility Barn Utilities  | 658               | 1,000             | 2,500             | 3,000                |
| 44100 Utility Locates Fax     | 316               | 500               | 500               | 750                  |
| 44200 High Pressure Gas Line  | 3,000             | 500               | 19,100            | 150,000              |
| 45000 Gas Meter Purchase      | 28,669            | 20,000            | 20,000            | 22,500               |
| 45200 Pipe & Fittings         | 56,396            | 50,000            | 40,000            | 55,000               |
| 45400 Supplies                | 12,765            | 12,000            | 5,000             | 13,000               |
| 45500 Mechanics Supply        | 1,267             | 1,000             | 2,000             | 3,000                |
| 45600 Equipment Purchase      | 22,248            | 2,000             | 6,100             | 40,200               |
| 45800 Equipment Maint.        | 6,723             | 5,500             | 2,500             | 5,800                |
| 46000 Tool Rental             | 621               | 1,000             | 800               | 1,000                |
| 47100 Gas Authority Meter Fee | 13,528            | 17,500            | 5,000             | 5,000                |
| 47300 Gas Consultant          | 3,360             | 3,500             | 3,500             | 5,000                |

GAS FUND - EXPENSES, Cont'd

|                              | Actual<br>FY 1991 | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|------------------------------|-------------------|--------------------|--------------------|----------------------|
| 47500 Radio Transmitting Fee | 510               | 1,000              | 750                | 1,000                |
| 47600 Radio Maint. Fee       | 350               | 1,000              | 500                | 750                  |
| 47700 Cathodic Protection    | 7,644             | 5,000              | 5,000              | 13,000               |
| 47900 Gas Leak Cont. Service | 6,695             | 5,000              | 3,500              | 5,000                |
| 49000 Other Contract Service | 1,304             | 1,500              | 8,500              | 5,000                |
| 50000 Veh. #202 Maint.       | 445               | 500                | 700                | 530                  |
| 51000 Veh. #205 Maint.       | 1,222             | 1,000              | 450                | 800                  |
| 51300 Veh. #206 Maint.       | 315               | 500                | 250                | 800                  |
| 51400 Veh. #203 Maint.(1/2)  |                   |                    | 0                  | 265                  |
| 52000 #3 Price Rd GBED       | 5,126             | 1,200              | 1,200              | 1,200                |
| 52100 #1 Davis Street        | 152               | 250                | 0                  | 250                  |
| 52200 #2 Whitehead Rd        | 1,103             | 1,000              | 850                | 1,000                |
| 52300 #4 Border St Gbed      | 0                 | 1,000              | 450                | 1,000                |
| 52350 #5 Hwy 20 (Church)     | 0                 | 0                  | 0                  | 5,000                |
| 52360 #6 Hwy 20 (River)      | 0                 | 0                  | 0                  | 2,000                |
| 52500 Transco Meter Phone    | 365               | 300                | 300                | 5,000                |
| 60000 Cut Lines              | 1,438             | 1,500              | 300                | 1,500                |
| 70000 Miscellaneous          | 1,088             | 1,000              | 1,600              | 1,000                |
| <b>TOTALS</b>                | <b>\$ 963,215</b> | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,654,331</b>   |

**WATER FUND - REVENUES**

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Water Sales         | 454,075           | 631,212           | 540,231           | 697,376              |
| 30500 Water Tap Fee       | 125,075           | 80,500            | 50,000            | 43,875               |
| 31000 Water Meter Sales   | 11,960            | 7,000             | 4,500             | 3,250                |
| 31500 Water Backflow Fees | 4,776             | 3,500             | 2,500             | 1,625                |
| 32000 Cut Line Penalties  | 0                 | 1,000             | 0                 | 1,000                |
| 32500 Miscellaneous       | 104               | 500               | 1,400             | 500                  |
| <b>TOTALS</b>             | <b>\$595,990</b>  | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$746,001</b>     |

**WATER FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | 168,877           | 228,030           | 170,000           | 237,411              |
| 40500 Bonuses                 | 2,794             | 3,448             | 3,448             | 4,559                |
| 40600 Employer FICA           | 12,924            | 17,444            | 18,000            | 18,162               |
| 40800 SUTA                    | 1,393             | 1,839             | 1,200             | 2,040                |
| 41000 Retirement              | 5,320             | 10,316            | 4,500             | 12,863               |
| 41000 Group Insurance         | 36,012            | 57,396            | 50,000            | 87,593               |
| 41100 Uniforms                | 673               | 500               | 350               | 500                  |
| 42000 Training & Travel       | 1,307             | 1,500             | 1,800             | 1,500                |
| 42200 Water Meter Purchase    | 9,286             | 6,000             | 1,500             | 6,000                |
| 42400 Backflow Preventor      | 3,190             | 3,000             | 250               | 2,500                |
| 43100 Water Tank Meter #1     | 221,486           | 240,000           | 200,000           | 235,400              |
| 43200 P.I.B Meter #2          | 32,694            | 35,000            | 7,692             | 21,400               |
| 43300 Davis St Meter #3       | 75                | 75                | 75                | 75                   |
| 43400 Whitehead Rd Meter #4   | 4,128             | 4,700             | 8,500             | 9,095                |
| 43500 Hilltop Meter #5        | 2,334             | 2,600             | 3,000             | 3,424                |
| 43600 Pinedale Meter #6       | 2,442             | 1,750             | 6,500             | 8,774                |
| 43700 West Price Meter #7     | 9,689             | 10,100            | 9,000             | 11,235               |
| 44100 Utility Locate Fax/Dues | 315               | 1,000             | 450               | 750                  |
| 44300 Radio Maint. Fee        | 350               | 1,000             | 450               | 750                  |
| 44400 Radio Transmitting Fee  | 510               | 1,000             | 700               | 1,000                |
| 44500 Equipment Purchase      | 1,729             | 2,000             | 1,500             | 30,000               |
| 44700 Equipment Maint.        | 3,449             | 2,000             | 2,500             | 5,800                |
| 44900 Tool Rental             | 621               | 1,000             | 1,000             | 1,000                |
| 45000 Pipe & Fittings         | 23,622            | 20,000            | 8,500             | 17,000               |
| 45100 PIB Pump Util           | 2,721             | 3,200             | 4,000             | 4,000                |
| 45200 Water Tank Maint.       | 3,629             | 1,000             | 350               | 4,000                |

WATER FUND - EXPENSES - Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 45400 Contract Services     | 1,777             | 2,000             | 375               | 1,000                |
| 45500 Mechanics Supply      | 1,263             | 500               | 2,500             | 3,000                |
| 45600 Office Supplies (1/2) | 0                 | 0                 | 0                 | 500                  |
| 56000 Vehicle Purchase      | 0                 | 0                 | 17,698            | 12,000               |
| 56100 '74 GO Bond Interest  | 0                 | 10,000            | 2,703             | 5,000                |
| 56200 '74 GO Bond Agent Fee | 0                 | 100               | 0                 | 100                  |
| 56300 Veh. #217 Maint.      | 0                 | 0                 | 300               | 300                  |
| 56500 Supplies              | 2,955             | 1,500             | 3,000             | 2,000                |
| 56600 Consultants Fees      | 3,464             | 2,000             | 0                 | 1,500                |
| 56700 Veh. #215 Maint.      | 365               | 1,000             | 250               | 530                  |
| 57000 Veh. #214 Maint.      | 802               | 1,000             | 250               | 530                  |
| 57100 Veh. #204 Maint.      | 0                 | 0                 | 500               | 530                  |
| 57500 Veh. #209 Maint       | 1,876             | 1,500             | 1,400             | 800                  |
| 58000 Veh. #212 Maint.      | 570               | 1,000             | 750               | 550                  |
| 58500 Veh. #216 Maint.      | 1,194             | 1,000             | 2,100             | 750                  |
| 58600 Veh. #203 Maint.      | 0                 | 0                 | 0                 | 265                  |
| 58800 Cut Lines             | 1,438             | 1,500             | 200               | 750                  |
| 59000 Water Assoc. Dues     | 155               | 300               | 120               | 300                  |
| 59000 Miscellaneous         | 340               | 1,000             | 1,600             | 1,000                |
| <b>TOTALS</b>               | <b>\$568,576</b>  | <b>\$688,848</b>  | <b>\$539,086</b>  | <b>\$758,236</b>     |

**STREET AND BRIDGE FUND - REVENUES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30300 County Paving Tax       | 67,749            | 70,000            | 59,000            | 55,000               |
| 30500 Subdivision Sign Permit | 1,075             | 500               | 650               | 700                  |
| 30600 Subdivision Sign Sales  | 197               | 500               | 700               | 700                  |
| 31000 Street Sign Sales       | 0                 | 1,000             | 300               | 500                  |
| 31100 Street Light Revenue    | 5,661             | 6,500             | 6,800             | 7,080                |
| 31200 Storm Water Program     | 0                 | 0                 | 0                 | 12,500               |
| <b>TOTALS</b>                 | <b>\$78,310</b>   | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$76,480</b>      |

**STREET AND BRIDGE FUND - EXPENSES**

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages     | 33,761            | 37,399            | 62,791            | 69,367               |
| 40500 Bonuses              | 355               | 255               | 350               | 1,225                |
| 40600 Employer FICA        | 2,582             | 2,861             | 4,500             | 5,307                |
| 40700 SUTA                 | 258               | 441               | 500               | 680                  |
| 40900 Retirement           | 314               | 1,298             | 650               | 2,584                |
| 41000 Group Insurance      | 4,128             | 9,108             | 5,500             | 28,248               |
| 41100 Street Patching      | 5,653             | 70,000            | 27,000            | 55,000               |
| 41200 Gravel               | 415               | 3,000             | 1,200             | 5,000                |
| 41300 Street Signs & Posts | 2,710             | 3,000             | 3,000             | 3,500                |
| 41400 Street Lights        | 37,691            | 43,500            | 42,771            | 43,500               |
| 41500 Traffic Lights       | 565               | 1,000             | 450               | 750                  |
| 41600 Uniforms             | 164               | 200               | 0                 | 300                  |
| 41800 Chemicals            | 657               | 3,000             | 0                 | 1,500                |
| 42000 Equipment Purchase   | 16,174            | 2,000             | 3,660             | 5,000                |
| 42200 Equip Maint.         | 0                 | 0                 | 1,500             | 2,000                |
| 42300 Equip Rental         | 0                 | 0                 | 0                 | 15,000               |
| 42400 Supplies             | 1,773             | 1,500             | 750               | 1,500                |
| 42500 Van Maint.           | 214               | 1,000             | 1,000             | 550                  |
| 43000 Subdivision Signs    | 324               | 150               | 50                | 50                   |
| 43100 Drainage Control     | 0                 | 0                 | 0                 | 2,000                |
| 43200 Storm Water Program  | 0                 | 0                 | 0                 | 12,500               |
| 43500 Contract Services    | 0                 | 0                 | 250               | 1,500                |
| 44900 Miscellaneous        | 0                 | 500               | 500               | 500                  |
| <b>TOTALS</b>              | <b>\$107,738</b>  | <b>\$180,212</b>  | <b>\$156,422</b>  | <b>\$257,561</b>     |

**SEWER FUND - REVENUES**

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sewer Revenue         | \$263,455         | \$224,747         | \$313,459         | \$ 291,803           |
| 30600 Sewer Impact Fees     | 670,191           | 500,000           | 150,000           | 375,000              |
| 31000 Sewer Inspection Fees | 13,630            | 2,500             | 3,500             | 5,000                |
| 31200 Interest/Const. Funds | 24,751            | 12,000            | 10,000            | 12,000               |
| 31500 Miscellaneous         | 542               | 0                 | 0                 | 0                    |
| <b>TOTALS</b>               | <b>\$972,569</b>  | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$ 683,803</b>    |

**SEWER FUND - EXPENSES**

|                              | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages         | \$ 21,002         | \$ 18,171         | 22,457            | 19,094               |
| 40300 Deferred Compensation  | 0                 | 0                 | 540               | 720                  |
| 40500 Bonuses                | 210               | 270               | 270               | 175                  |
| 40600 Employer FICA          | 1,624             | 1,390             | 2,117             | 1,461                |
| 40800 SUTA                   | 116               | 147               | 200               | 136                  |
| 40900 Retirement             | 1,052             | 1,090             | 673               | 1,146                |
| 41000 Group Insurance        | 4,227             | 4,554             | 4,268             | 5,636                |
| 41100 Uniforms               | 209               | 500               | 0                 | 500                  |
| 41200 Veh. #208 Maint        | 868               | 1,500             | 1,300             | 540                  |
| 42000 Training & Travel      | 762               | 1,500             | 1,100             | 2,000                |
| 42200 Equipment Purchase     | 45                | 2,000             | 2,500             | 12,000               |
| 42400 Equipment Maint.       | 0                 | 1,000             | 505               | 2,000                |
| 42500 Chemicals              | 2,040             | 3,000             | 1,500             | 3,000                |
| 42600 Pipe & Fittings        | 2,018             | 2,000             | 500               | 2,000                |
| 42700 Supplies               | 1,676             | 1,000             | 250               | 5,000                |
| 42900 Infiltration Supplies  | 159               | 2,000             | 50                | 2,000                |
| 43100 Sewer Treatment Fees   | 143,014           | 150,000           | 126,919           | 100,000              |
| 43300 S.S. Plant Equip.      | 107               | 5,000             | 0                 | 0                    |
| 43500 S.S. Plant Maint.      | 807               | 2,000             | 1,500             | 2,000                |
| 43700 S.S. Plant Supplies    | 807               | 1,000             | 0                 | 0                    |
| 43900 S.S. Plant Veh. Maint. | 785               | 1,000             | 0                 | 0                    |
| 44100 S.S. Sludge Disposal   | 0                 | 5,000             | 0                 | 0                    |
| 44300 S.S. Others            | 0                 | 500               | 0                 | 0                    |
| 50100 N. Ave w/ Generator    | 596               | 1,000             | 1,700             | 1,200                |
| 50200 Old Suwanee Rd         | 903               | 1,500             | 1,100             | 1,750                |
| 50300 N. Ave w/o Generator   | 191               | 500               | 1,500             | 500                  |
| 50400 Pinecrest Rd           | 8,518             | 7,500             | 7,000             | 9,000                |



SEWER FUND - EXPENSES, CONT'D

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 50500 Old Cumming Rd        | 588               | 1,000             | 500               | 1,000                |
| 50600 Oak Grove Dr          | 5,661             | 9,000             | 6,500             | 11,000               |
| 50700 Border Street         | 2,382             | 2,000             | 1,500             | 2,250                |
| 50800 Pine Street           | 1,717             | 2,000             | 2,600             | 2,000                |
| 50900 Hillcrest Dr          | 7,640             | 4,000             | 2,500             | 4,000                |
| 51000 Creek Lane            | 5,789             | 4,500             | 2,500             | 5,000                |
| 51100 Sugar Creek Dr        | 7,476             | 3,000             | 4,000             | 3,000                |
| 51200 Sycamore Summit       | 5,304             | 4,500             | 7,000             | 4,500                |
| 51300 Parkview North        | 6,409             | 2,000             | 3,000             | 3,000                |
| 51400 N. Gwinnett Townhomes | 1,976             | 2,200             | 3,000             | 2,200                |
| 51500 Bent Creek            | 388               | 1,500             | 1,500             | 1,500                |
| 51600 Lakefield Forrest     | 0                 | 500               | 500               | 1,000                |
| 51700 Hidden Meadows        | 368               | 1,000             | 350               | 1,000                |
| 51800 Parkview East         | 394               | 1,000             | 1,000             | 1,200                |
| 51900 Peachtree Village     | 1,177             | 1,200             | 650               | 1,200                |
| 52000 Shoneys               | 1,205             | 2,500             | 2,500             | 2,300                |
| 52100 Princeton Oaks        | 314               | 1,000             | 200               | 750                  |
| 52200 The Springs           |                   |                   | 0                 | 500                  |
| 52300 Flowmeter - Davis Rd  | 193               | 1,000             | 175               | 1,000                |
| 52400 Liftstation Alarm     | 0                 | 250               | 150               | 3,500                |
| 54200 Liftstation TV Camera | 0                 | 10,000            | 10,000            | 10,000               |
| 54500 Liftstation Misc.     | 569               | 500               | 1,200             | 750                  |
| 55100 '74 GO Bond Interest  | 12,475            | 10,000            | 2,703             | 5,000                |
| 55200 '74 GO Bond Agent Fee | 150               | 100               | 0                 | 100                  |
| 55400 '89 Rev Bond Interest | 496,557           | 317,082           | 317,082           | 302,266              |
| 55600 Arbitrage Audit       | 4,000             | 3,000             | 2,000             | 2,000                |
| <b>TOTALS</b>               | <b>\$754,468</b>  | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$543,874</b>     |

GOLF COURSE - REVENUES

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Miscellaneous      | 0                 | 0                 | \$ 300            | \$ 500               |
| 30300 Res. Green Fee     | 0                 | 0                 | 15,000            | 69,833               |
| 30310 Non-Res. Green Fee | 0                 | 0                 | 145,000           | 558,666              |
| 30320 JR/SR Green Fee    | 0                 | 0                 | 6,500             | 69,833               |
| 30500 Cart Fees          | 0                 | 0                 | 70,000            | 276,750              |
| 30700 Driving Range      | 0                 | 0                 | 0                 | 32,400               |
| 30900 Merchandise        | 0                 | 0                 | 10,500            | 39,000               |
| 31100 Concessions        | 0                 | 0                 | 11,000            | 11,700               |
| 31300 Resident Cards     | 0                 | 0                 | 1,100             | 500                  |
| <b>TOTALS</b>            | <b>\$ 0</b>       | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,059,182</b>   |

GOLF COURSE - EXPENSES

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages      | 0                 | \$233,269         | 234,000           | 298,319              |
| 40300 Deferred Comp       | 0                 | 3,432             | 5,500             | 5,232                |
| 40500 Bonuses             | 0                 | 1,160             | 1,160             | 3,853                |
| 40600 FICA                | 0                 | 17,845            | 18,000            | 22,821               |
| 40800 SUTA                | 0                 | 4,035             | 3,500             | 1,904                |
| 41000 Retirement          | 0                 | 5,538             | 4,500             | 8,239                |
| 41000 Group Insurance     | 0                 | 42,406            | 43,000            | 62,159               |
| 41200 Training/Travel     | 0                 | 2,900             | 850               | 2,300                |
| 41300 Truck Maint.        | 0                 | 600               | 450               | 600                  |
| 41400 Dump Truck Maint.   | 0                 | 600               | 650               | 500                  |
| 41500 Prison Bus Maint.   | 0                 | 600               | 1,500             | 500                  |
| 41600 Overage/Shortage    | 0                 | 0                 | <180>             | 0                    |
| 41700 Tournament Exp      | 0                 | 0                 | 350               | 2,000                |
| 41800 Temp. Port-o-can    | 0                 | 0                 | 700               | 1,020                |
| 42000 Pro Shop Inventory  | 0                 | 0                 | 0                 | 30,000               |
| 42200 Snack Bar Inventory | 0                 | 0                 | 0                 | 7,800                |
| 42900 Mileage             | 0                 | 1,200             | 350               | 726                  |
| 43000 Equip Maint.        | 0                 | 3,600             | 6,500             | 23,500               |
| 43100 Gas & Oil           | 0                 | 5,200             | 11,000            | 12,000               |
| 43300 Equip Purchase      | 0                 | 0                 | 3,000             | 14,964               |
| 43600 Office Supplies     | 0                 | 400               | 2,500             | 1,200                |
| 43700 Ice Exp             | 0                 | 0                 | 250               | 1,000                |
| 43800 Printing            | 0                 | 4,250             | 300               | 4,500                |
| 43900 Dues & Subscrip     | 0                 | 1,500             | 400               | 1,500                |
| 44000 Postage             | 0                 | 875               | 200               | 2,500                |
| 44100 Advertising         | 0                 | 500               | 500               | 6,000                |
| 44200 Clubhouse Rental    | 0                 | 899               | 1,500             | 4,740                |
| 44300 Rental Equip        | 0                 | 3,300             | 1,100             | 2,496                |
| 44400 Electricity         | 0                 | 21,500            | 30,000            | 35,000               |
| 44500 Water               | 0                 | 88,710            | 30,000            | 20,000               |
| 44600 Consulting Fees     | 0                 | 0                 | 0                 | 2,000                |

GOLF COURSE - EXPENSES CONT'D

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 44700 Credit Card Proc     | 0                 | 0                 | 1,500             | 4,647                |
| 44800 Janitorial Supplies  | 0                 | 325               | 500               | 600                  |
| 44900 Debt Service         | 0                 | 170,736           | 170,736           | 169,604              |
| 45000 Miscellaneous        | 0                 | 600               | 2,000             | 2,000                |
| 45100 Safety Supplies      | 0                 | 40                | 350               | 400                  |
| 45200 Prison Labor         | 0                 | 22,999            | 23,000            | 24,150               |
| 45300 Cart Leasing         | 0                 | 21,000            | 21,000            | 44,400               |
| 45400 Irrigation Maint.    | 0                 | 4,200             | 3,000             | 4,200                |
| 45500 Cart Bldg Maint.     | 0                 | 0                 | 0                 | 300                  |
| 45600 Path & Bridge Maint. | 0                 | 1,740             | 0                 | 18,000               |
| 45800 Golf Accessories     | 0                 | 0                 | 0                 | 0                    |
| 46000 Crossties            | 0                 | 1,416             | 500               | 0                    |
| 46200 Sand & Topsoil       | 0                 | 6,500             | 4,000             | 6,500                |
| 46400 Sod & Seed           | 0                 | 784               | 1,000             | 5,000                |
| 46600 Drainage             | 0                 | 5,040             | 100               | 500                  |
| 46800 Pest Control         | 0                 | 312               | 500               | 864                  |
| 47000 Licenses & Permits   | 0                 | 800               | 50                | 500                  |
| 48000 Lime & Fertilizer    | 0                 | 18,100            | 6,500             | 14,200               |
| 48200 Other Chemicals      | 0                 | 12,800            | 5,000             | 12,800               |
| 48400 Office Equip Maint.  | 0                 | 750               | 1,000             | 804                  |
| 48600 Telephone            | 0                 | 2,400             | 3,500             | 5,496                |
| 48800 Radio Maint.         | 0                 | 204               | 60                | 204                  |
| 48800 Cart Maint.          | 0                 | 300               | 1,500             | 2,508                |
| 49000 Attorney Fees        | 0                 | 500               | 5,000             | 1,500                |
| 49200 Signage Maint.       | 0                 | 400               | 0                 | 400                  |
| 49300 Maint. Bldg Maint.   | 0                 | 0                 | 0                 | 1,200                |
| 49400 Small Tools          | 0                 | 600               | 1,100             | 1,500                |
| 49500 Shop Supplies/Equip  | 0                 | 0                 | 0                 | 2,300                |
| 49600 Security             | 0                 | 29,375            | 3,500             | 2,000                |
| 49700 Driving Range Exp    | 0                 | 0                 | 0                 | 3,000                |
| 49800 Erosion Control      | 0                 | 5,000             | 0                 | 500                  |
| 49900 Veh. Purchase        | 0                 | 0                 | 9,900             | 0                    |
| <b>TOTALS</b>              | <b>\$ 0</b>       | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$909,450</b>     |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
VARIANCE FOR THE FISCAL YEAR 1993**

|                                                | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------------------------|-------------------|-------------------|-------------------|----------------------|
| General Fund Revenues                          | \$838,574         | \$740,000         | \$ 776,771        | \$ 823,561           |
| General Fund Expenses                          | 529,593           | 643,548           | 659,833           | 752,546              |
| Sanitation Fund Revenues                       | 228,209           | 222,430           | 258,734           | 270,864              |
| Sanitation Fun Expenses                        | 232,878           | 207,580           | 275,793           | 289,045              |
| Gas Fund Revenues                              | 1,490,843         | 1,687,000         | 1,689,274         | 1,921,422            |
| Gas Fund Expenses                              | 963,215           | 1,295,033         | 1,032,094         | 1,654,331            |
| Water Fund Revenues                            | 595,990           | 723,712           | 598,631           | 746,001              |
| Water Fund Expenses                            | 568,576           | 688,848           | 539,086           | 758,236              |
| S & B Fund Revenues                            | 78,310            | 78,500            | 67,450            | 76,480               |
| S & B Fund Expenses                            | 107,738           | 180,212           | 156,422           | 257,561              |
| Sewer Fund Revenues                            | 972,569           | 739,247           | 476,959           | 683,803              |
| Sewer Fund Expenses                            | 754,368           | 599,954           | 550,959           | 543,874              |
| Golf Course Revenues                           | 179               | 456,540           | 259,400           | 1,059,182            |
| Golf Course Expenses                           | 781,879           | 755,166           | 666,876           | 909,450              |
| Total Funds Revenues                           | 4,204,674         | 4,647,429         | 4,127,219         | 5,581,313            |
| Total Funds Expenses                           | 3,938,247         | 4,366,415         | 3,881,063         | 5,165,043            |
| <b>SUBTOTAL VARIANCES</b>                      | <b>\$ 266,427</b> | <b>\$ 281,014</b> | <b>\$ 246,156</b> | <b>\$ 416,270</b>    |
| Reserve for Contingency - Capital Improvements |                   |                   |                   | \$ 416,270           |
| <b>GRAND TOTAL VARIANCES</b>                   | <b>\$ 266,427</b> | <b>\$281,014</b>  | <b>\$204,798</b>  | <b>\$ 0</b>          |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
CAPITAL CONTINGENCY BUDGET FOR THE FISCAL YEAR 1993

GENERAL FUND

- 1) Annual Appropriation for Pooled Lease.....\$ 146,962.10
- 2) Various office furniture.....\$ 5,000
- 3) Sidewalk Program.....\$ 50,000

GAS DEPARTMENT

- 1) Meter for Reading Flow from Transco.....\$10,585
- 2) 2 C.G.I.....\$ 1,500
- 3) Attendance to Gas Leak Seminar.....\$ 450
- 4) Telephone System for Gas Meter.....\$ 5,000
- 5) High Pressure Gas Line.....\$76,000
- 6) Increase Gas Main from Take Point.....\$170,000
- 7) Duncan Town Improvements.....\$ 6,250

WATER DEPARTMENT

- 1) New Water Tank.....\$350,000
- 2) Ductile Pipe for tank.....\$163,660
- 3) Bore at P.I.B.....\$ 8,500
- 4) 4 Taps on Existing Mains.....\$ 5,000
- 5) Telephone at Water Tanks.....\$ 5,000

SEWER DEPARTMENT

- 1) Sewer Clean Out Machine.....\$ 17,000

STREET & BRIDGE DEPARTMENT

- 1) Chipper.....\$15,000
- 2) Rear Mount Broom Sweeper for Street.....\$ 2,200

THE FOLLOWING IS THE BACKUP ON HOW  
THE FIGURES FOR THE 1993 BUDGET  
WERE CALCULATED

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - LEGISLATIVE

Mileage Allowance - This figure includes documented travel for  
education and city related functions.

|                                          |                             |              |
|------------------------------------------|-----------------------------|--------------|
| Operation & Education - January 1993.... | Mayors Day.....             | \$ 500       |
| June 1993.....                           | GMA Convention....          | 1,090        |
|                                          | Accommodations....          | 2,250        |
|                                          | Meals \$200/ea.....         | <u>1,200</u> |
|                                          |                             | \$ 5,040     |
|                                          | Miscellaneous Training..... | <u>750</u>   |
|                                          | P&Z County Meetings.....    | 900          |
| Total.....                               |                             | \$ 6,690     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - CITY MANAGER'S OFFICE

|                                              |                       |
|----------------------------------------------|-----------------------|
| Operation & Education - GCCA Conference..... | 210                   |
| Accommodations.....                          | 210                   |
| Meals.....                                   | <u>130</u>            |
|                                              | \$ 550                |
| <br>                                         |                       |
| GMA Convention.....                          | 265                   |
| Accommodations.....                          | 375                   |
| Meals.....                                   | <u>150</u>            |
|                                              | \$ 790                |
| <br>                                         |                       |
| PSC Conference.....                          | 500                   |
| Accommodations.....                          | 150                   |
| Meals.....                                   | <u>120</u>            |
|                                              | \$ 770                |
| <br>                                         |                       |
| <b>Total.....</b>                            | <b><u>\$2,110</u></b> |

Dues - This figure includes the following:

|                |               |
|----------------|---------------|
| Kiwanis Dues - | \$ 340        |
| ICMA -         | <u>278</u>    |
| <b>Total</b>   | <b>\$ 618</b> |

Wage & Benefit Breakdown:

|                                           |                        |
|-------------------------------------------|------------------------|
| Total Salary .....                        | \$44,470*              |
| FICA/Medicare = 7.65% X Total Salary..... | 3,402                  |
| SUTA = 1.60% X Total Salary.....          | 136                    |
| Retirement = 6% X Total Salary.....       | 2,669                  |
| Insurance.....                            | 5,663                  |
| Bonus.....                                | 2,224                  |
| Deferred Compensation Expense.....        | <u>4,800</u>           |
| <br>                                      |                        |
| <b>Total.....</b>                         | <b><u>\$63,364</u></b> |

\*This figure reflects an 5% increase for 1993.



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION

Supplies & Materials - This figure combines the Clerks Office and the Finance office and includes all the following codes:

- #43400 Data Processing Supplies
- #43600 Office Supplies
- #43800 Printing

Equipment, Operation & Maintenance - This figure combines the Clerks Office and Finance Office and includes all the following codes:

- #45000 Office Equipment
- #45200 Office Equipment Maintenance
- #48500 Telephone

Training & Travel - This figure combines the Clerks Office and Finance Office and includes the following:

|                                            |            |
|--------------------------------------------|------------|
| Finance Officers Conference - October 1993 |            |
| Education.....(2).....                     | \$ 500     |
| Accommodation.....(2).....                 | 375        |
| Meals.....(2).....                         | <u>300</u> |
|                                            | \$1,175    |

|                                    |            |
|------------------------------------|------------|
| Clerk's Conference - February 1993 |            |
| Education.....                     | \$ 175     |
| Accommodations.....                | 150        |
| Meals.....                         | <u>150</u> |
|                                    | \$ 475     |

|                                     |            |
|-------------------------------------|------------|
| Clerk's Conference - September 1993 |            |
| Education.....(2).....              | \$ 350     |
| Accommodations.....(2).....         | 300        |
| Meals.....(2).....                  | <u>300</u> |
|                                     | \$ 950     |

|                                     |           |
|-------------------------------------|-----------|
| Elections Conference - January 1993 |           |
| Registration.....                   | \$ 600    |
| Mileage.....                        | <u>60</u> |
|                                     | \$ 660    |

Univ. of Ga. Cont. Education.....\$ 750

**Subtotal.....\$4,010**  
Miscellaneous Travel..... 750

**Total Training & Travel.....\$4,760**

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

|                                                 |                |
|-------------------------------------------------|----------------|
| Dues & Subscriptions - Ga. Municipal Assoc..... | \$3,658        |
| National Climate Data Center.....               | 15             |
| G.M.C.F.O.A.....                                | 40             |
| Misc. Publishing.....                           | 461            |
| Sam's/Pace.....                                 | 100            |
| G.G.F.O.A.....                                  | 50             |
| Utilities Protection.....                       | 300            |
| Gwinnett Chamber of Commerce.....               | 280            |
| Atlanta Journal.....                            | 75             |
| <b>Total.....</b>                               | <b>\$4,979</b> |

Mileage - This department is paid \$.275 per mile for general errands, daily bank deposits, and attending education classes. City vehicles are used whenever possible.

Postage - Totals for postage consist of monthly utility bills, registered letters and newsletters.

Consultants Fees - This amount may be needed as a support to the accounting department.

Worker's Comp Insurance - This amount was calculated based on the total salaries of the City through a formula provided from the insurance company.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Finance Department:

Benefits & Wage Breakdown:

|                                           |                  |
|-------------------------------------------|------------------|
| Total Salary & Wages.....                 | \$68,259 *       |
| FICA/Medicare = 7.65% X Total Salary..... | 5,911            |
| SUTA = 1.60% X Total Salary.....          | 408              |
| Retirement = 6% X                         |                  |
| 1) Sandy Richards - 12 months.....        | \$1,622          |
| 2) Shirley Gibbs - 12 months.....         | 1,049            |
| 3) Margie Wilson - 9 months.....          | <u>665</u>       |
| Retirement Total.....                     | 3,336            |
| Total Insurance.....                      | 16,960           |
| Total Bonuses.....                        | 1,566            |
| Deferred Compensation.....                | 2,400            |
| <b>Total.....</b>                         | <b>\$ 98,840</b> |

Clerks Department:

Benefits & Wage Breakdown:

|                                           |                 |
|-------------------------------------------|-----------------|
| Total Salary & Wages.....                 | \$45,323 *      |
| FICA/Medicare = 7.65% X Total Salary..... | 3,467           |
| SUTA = 1.60% X Total Salary.....          | 272             |
| Retirement = 6% X                         |                 |
| 1) Judy Foster - 12 months salary....     | \$1,609         |
| 2) Amy Roark - 12 months.....             | <u>1,057</u>    |
| Retirement Total.....                     | 2,666           |
| Total Insurance.....                      | 11,313          |
| Total Bonuses.....                        | 1,456           |
| Deferred Compensation.....                | 1,920           |
| <b>Total.....</b>                         | <b>\$66,327</b> |

\* Increase in salaries reflect a maximum of 5%. This percentage will not be distributed to all employees. Percentage increases will be based on performance, attendance, and total yearly evaluations.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - BUILDING INSPECTIONS

Wage & Benefits Breakdown:

|                                              |                 |
|----------------------------------------------|-----------------|
| Total Salaries.....                          | \$65,853 *      |
| FICA/Medicare = 7.65% of Total Salaries..... | 5,038           |
| SUTA = 1.60% of Total Salaries.....          | 408             |
| Retirement = 6% X                            |                 |
| 1) Steve Kennedy - 12 months.....            | \$1,674         |
| 2) Kim Landers - 12 months.....              | 967             |
| 3) Tony Bauman - 7 months.....               | 764             |
| Retirement Totals.....                       | 3,405           |
| Total Insurance.....                         | 16,960          |
| Total Bonuses.....                           | 1,609           |
| Deferred Compensation.....                   | <u>1,440</u>    |
| <b>Total.....</b>                            | <b>\$94,713</b> |

\* Total Salaries Proposed includes a 5% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 03 - GAS FUND

|                                                |                  |
|------------------------------------------------|------------------|
| Total Salary.....                              | \$115,855*       |
| FICA/Medicare = 7.65% X Total Salary.....      | 8,863            |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 884              |
| Retirement = 6% X                              |                  |
| 1) Wilbert Hyde - 9 months.....\$              | 836              |
| 2) Billy Hutchins - 12 months... 1,            | 928              |
| 3) Harry Eubanks - 12 months....               | 955              |
| 4) Randy Crutcher - 3 months....               | 852              |
| 5) 50% of Ken Crowe - 8 mo.....                | 885              |
| Retirement Totals.....                         | 5,456            |
| Total Insurance.....                           | 32,372           |
| Total Bonuses.....                             | 2,396            |
| Deferred Compensation.....                     | <u>2,160</u>     |
| <b>Total.....</b>                              | <b>\$167,986</b> |

\* Total Salaries Proposed includes 50% of the Director of Public Utilities and Development's Salary as well as a 5% increase for 1993. (see Water Fund for the remaining 50% of the Director of Public Utilities and Development's Salary.)

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 04 - WATER FUND

Wage & Benefit Breakdown:

|                                                |               |
|------------------------------------------------|---------------|
| Total Salary.....                              | \$237,411*    |
| FICA/Medicare = 7.65% X Total Salary.....      | 18,162        |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 2,040         |
| Retirement = 6% X                              |               |
| 1) Wayne Clement - 12 months.....              | \$ 970        |
| 2) Donna Zinskie - 12 months.....              | 1,311         |
| 3) Danny Hughes - 12 months.....               | 1,501         |
| 4) Frank Roberts - 12 months.....              | 443           |
| 5) Nelson Lopez - 7 months.....                | 473           |
| 6) Felicia Ramey - 12 months.....              | 918           |
| 7) Scott Payne - 12 months.....                | 1,311         |
| 8) Ray Deaton - 12 months.....                 | 656           |
| 9) Ken Stuart - 12 months.....                 | 886           |
| 10) J.L. Peppers - 12 months.....              | 885           |
| 11) Margaret McEachern - 12 months..           | 967           |
| 12) Bill Parker - 9 months.....                | 679           |
| 13) 50% of Ken Crowe - 8 months.....           | 885           |
| 14) Emmett King - 6 months.....                | <u>985</u>    |
| Retirement Total.....                          | 12,863        |
| Total Insurance.....                           | 87,595        |
| Deferred Compensation.....                     | 120           |
| Total Bonuses.....                             | <u>4,559</u>  |
| <br>Total.....                                 | <br>\$362,750 |

\* Total Salaries includes 50% of the Director of Public Utilities and Development's Salary as well as a 5% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 05 - STREET & BRIDGE FUND

Wage & Benefit Breakdown:

|                                               |                  |
|-----------------------------------------------|------------------|
| Total Salary.....                             | \$69,367         |
| FICA/Medicare = 7.65% X Total Salary.....     | 5,307            |
| SUTA = 1.60% X Total Salary (up to \$8500)... | 680              |
| Retirement = 6% X                             |                  |
| 1) Danny Pugh - 9 months.....                 | \$ 609           |
| 2) Ken Cain - 12 months.....                  | 1,057            |
| 2) Donnie Calvert - 12 months.....            | <u>918</u>       |
| Retirement Total.....                         | 2,584            |
| Total Insurance.....                          | 28,248           |
| Total Bonuses.....                            | <u>1,225</u>     |
| <b>Total.....</b>                             | <b>\$107,411</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 06 - SEWER FUND

Wage & Benefit Breakdown:

|                                               |                 |
|-----------------------------------------------|-----------------|
| Total Salary.....                             | \$19,094        |
| FICA/Medicare = 7.65% X Total Salary.....     | 1,461           |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 136             |
| Retirement = 6% X Total Salary.....           | 1,146           |
| Insurance.....                                | 5,636           |
| Deferred Compensation.....                    | 720             |
| Bonus.....                                    | <u>175</u>      |
| <b>Totals.....</b>                            | <b>\$28,368</b> |



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 07 - GOLF COURSE FUND

Wage & Benefit Breakdown:

|                                               |                  |
|-----------------------------------------------|------------------|
| Total Salary.....                             | \$298,319        |
| FICA/Medicare = 7.65% X Total Salary.....     | 22,821           |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 1,904            |
| Retirement = 6% X Total Salary                |                  |
| Wade Queen - 12 months.....                   | 1,770            |
| Lisa Terry - 12 months.....                   | 953              |
| Beth Walker - 12 months.....                  | 1,048            |
| Wayne Forrester - 9 months.....               | 803              |
| Jeff Hefner - 12 months.....                  | 1,671            |
| Annette Holman - 12 months.....               | 916              |
| Glen Williams - 12 months.....                | 916              |
| Ronnie White - 9 months.....                  | 762              |
| Total Retirement.....                         | 8,239            |
| Insurance.....                                | 62,159           |
| Deferred Compensation.....                    | 5,232            |
| Bonus.....                                    | <u>3,853</u>     |
| <b>Totals.....</b>                            | <b>\$402,527</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

Total Wage & Benefit Breakdown:

|                                               |                    |
|-----------------------------------------------|--------------------|
| Total Salary.....                             | \$963,951          |
| FICA/Medicare = 7.65% X Total Salary.....     | 74,432             |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 6,868              |
| Retirement = 6% X Total Salary.....           | 42,364             |
| Insurance.....                                | 266,906            |
| Deferred Compensation.....                    | 18,972             |
| Bonus.....                                    | <u>19,063</u>      |
| <b>Totals.....</b>                            | <b>\$1,392,556</b> |

WORK SESSION  
THURSDAY, OCTOBER 29, 1992  
10:00 A.M.

A G E N D A

- A) Meeting with Southtrust Bank Officials  
Regarding Refinancing Bonds

WORK SESSION  
THURSDAY, OCTOBER 29, 1992  
10:00 A.M.

M I N U T E S

In attendance: Mayor George Haggard, Council Members Thomas Morris and Steve Bailey, City Manager Kathy Williamson and Director of Finance Sandy Richards.

Bond Refinancing Presentation

South Trust Representative Kendall Holman states that the existing bond issue has been looked at and that interest rates have fallen and South Trust can refinance existing issue and save the city some money. Mr. Holman states that there are a lot of different accounts that are no longer necessary. He states that the idea is to eliminate all of the unnecessary accounts and give most of it back to the city in the form of cash and still have lower payments.

Mr. Holman states that the debt service reserve is no longer needed and that will be money the city will get back. The renewal and extension fund of \$150,000.00 is no longer needed and the city can have that back. The money in the bond fund is basically going to be used to make the next bond payment if this is agreeable with the city.

Mr. Holman states that basically he and Sandy Richards have been working on a way to give the city as much money back as possible out of the old bond issue and still keep payments less than they are now. Mrs. Richards states that at the same time reducing interest rates. Mrs. Richards states that freeing up the money and reducing rates was a priority. Mr. Holman states that refinancing of the bonds is very interest rate sensitive.

City Manager Kathy Williamson states that there is one advantage and that is that the interest rates are going to be lowered on the total picture approximately one percent. Another advantage is that the city does not have to sit on \$679,000. The city can invest \$59,000 into this process and end up with \$620,000 plus cash flow. Another advantage is that the city will no longer have to worry about the excretion bonds. There will be no arbitrage because the proceeds from the new bonds are going to be put in escrow against the old bonds.

Mr. Holman gives some of his references. They are Montgomery, Alabama and St. Claire County, Alabama. Not much work in Georgia yet since First American was just purchased April 30, 1992. Discussion was held on this matter.

See attached debt service comparison and schedules.

Work session adjourned at 10:55 a.m.

*Amy Bark*

City of Sugar Hill, Georgia  
Public Utility Revenue Refunding Bonds  
AAA/Aaa (MBIA Insured)  
Series 1992  
DEBT SERVICE COMPARISON FROM 12/01/1992

| DATE         | NEW NET D/S          | PRIOR NET D/S        | SAVINGS             |
|--------------|----------------------|----------------------|---------------------|
| 12/01/1992   | -                    | -                    | -                   |
| 12/01/1993   | 577,425.00           | 595,902.50           | 18,477.50           |
| 12/01/1994   | 583,525.00           | 603,030.00           | 19,505.00           |
| 12/01/1995   | 588,765.00           | 609,125.00           | 20,360.00           |
| 12/01/1996   | 597,915.00           | 614,172.50           | 16,257.50           |
| 12/01/1997   | 601,150.00           | 618,157.50           | 17,007.50           |
| 12/01/1998   | 608,450.00           | 625,898.75           | 17,448.75           |
| 12/01/1999   | 614,710.00           | 632,212.50           | 17,502.50           |
| 12/01/2000   | 624,870.00           | 641,910.00           | 17,040.00           |
| 12/01/2001   | 638,620.00           | 659,460.00           | 20,840.00           |
| 12/01/2002   | 665,620.00           | 684,150.00           | 18,530.00           |
| 12/01/2003   | 685,250.00           | 703,190.00           | 17,940.00           |
| 12/01/2004   | 697,375.00           | 718,190.00           | 20,815.00           |
| 12/01/2005   | 732,140.00           | 748,190.00           | 16,050.00           |
| 12/01/2006   | 713,360.00           | 733,871.25           | 20,511.25           |
| 12/01/2007   | 713,667.50           | 734,146.25           | 20,478.75           |
| 12/01/2008   | 732,267.50           | 751,521.25           | 19,253.75           |
| 12/01/2009   | 742,682.50           | 760,452.50           | 17,770.00           |
| 12/01/2010   | 740,395.00           | 761,022.50           | 20,627.50           |
| 12/01/2011   | 740,707.50           | 758,392.50           | 17,685.00           |
| 12/01/2012   | 733,537.50           | 752,822.50           | 19,285.00           |
| 12/01/2013   | 734,167.50           | 753,945.00           | 19,777.50           |
| 12/01/2014   | 500,933.61           | (135,001.80)         | (635,935.41)        |
| <b>TOTAL</b> | <b>14,567,533.61</b> | <b>14,324,760.70</b> | <b>(242,772.91)</b> |

SouthTrust Securities, Inc.  
Capital Markets

FILE = NEW14UNF  
10/28/1992 2:39 PM

|                                                    |                     |
|----------------------------------------------------|---------------------|
| GROSS PRESENT VALUE DEBT SERVICE SAVINGS           | \$356,095.67        |
| Other Benefits.....                                | 742,608.00          |
| Deposit to Debt Service Fund.....                  | -                   |
| Amount released from Prior Issue DSR Funds.....    | -                   |
| Other Costs.....                                   | -                   |
| Cash Contribution.....                             | 151,289.00          |
| Transfers from Prior Issue Debt Service Fund.....  | 215,192.00          |
| <b>NET PRESENT VALUE BENEFIT</b>                   | <b>\$732,222.67</b> |
| Savings as a % of refunded bond principal amount.. | 17.8377610%         |



**SouthTrust Securities, Inc.**  
Capital Markets

P.O. Box 2554  
35290

112 No. 20th St.  
35203

Birmingham, Alabama

**R. Kendall Holman**

Vice President  
Manager of Capital Markets  
(205) 254-5968

800-843-8618 Wats  
205-254-5144 Fax



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City of Sugar Hill, Georgia  
Public Utility Revenue Refunding Bonds  
AAA/Aaa (MBIA Insured)  
Series 1992  
SOURCES AND USES

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| Dated 12/01/1992                                  | Delivery 12/01/1992   |
|---------------------------------------------------|-----------------------|
| Par Amount of Bonds.....                          | \$7,795,000.00        |
| Transfers from Prior Issue Debt Service Fund..... | 215,192.00            |
| Cash Contribution.....                            | 151,289.00            |
| <b>Total Sources</b>                              | <b>\$8,161,481.00</b> |
| <br>                                              |                       |
| Total Underwriter's Discount (1.000%).....        | \$77,950.00           |
| Costs of Issuance.....                            | 48,000.00             |
| Gross Bond Insurance Premium.....                 | 49,618.00             |
| Deposit to Debt Service Reserve Fund (DSRF).....  | 25,993.89             |
| Deposit to Escrow Fund.....                       | 7,956,401.33          |
| Contingency.....                                  | 3,517.78              |
| <b>Total Uses</b>                                 | <b>\$8,161,481.00</b> |

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SouthTrust Securities, Inc.  
Capital Markets

FILE = NEW14UNF  
10/28/1992 2:39 PM



City of Sugar Hill, Georgia  
 Public Utility Revenue Refunding Bonds  
 AAA/Aaa (MBIA Insured)  
 Series 1992  
 DEBT SERVICE SCHEDULE

| DATE       | PRINCIPAL    | COUPON   | INTEREST     | DEBT SERVICE  |
|------------|--------------|----------|--------------|---------------|
| 12/01/1992 | -            | -        | -            | -             |
| 12/01/1993 | 130,000.00   | 3.00000% | 447,425.00   | 577,425.00    |
| 12/01/1994 | 140,000.00   | 3.40000% | 443,525.00   | 583,525.00    |
| 12/01/1995 | 150,000.00   | 3.90000% | 438,765.00   | 588,765.00    |
| 12/01/1996 | 165,000.00   | 4.10000% | 432,915.00   | 597,915.00    |
| 12/01/1997 | 175,000.00   | 4.40000% | 426,150.00   | 601,150.00    |
| 12/01/1998 | 190,000.00   | 4.60000% | 418,450.00   | 608,450.00    |
| 12/01/1999 | 205,000.00   | 4.80000% | 409,710.00   | 614,710.00    |
| 12/01/2000 | 225,000.00   | 5.00000% | 399,870.00   | 624,870.00    |
| 12/01/2001 | 250,000.00   | 5.20000% | 388,620.00   | 638,620.00    |
| 12/01/2002 | 290,000.00   | 5.30000% | 375,620.00   | 665,620.00    |
| 12/01/2003 | 325,000.00   | 5.50000% | 360,250.00   | 685,250.00    |
| 12/01/2004 | 355,000.00   | 5.70000% | 342,375.00   | 697,375.00    |
| 12/01/2005 | 410,000.00   | 5.80000% | 322,140.00   | 732,140.00    |
| 12/01/2006 | 415,000.00   | 5.95000% | 298,360.00   | 713,360.00    |
| 12/01/2007 | 440,000.00   | 6.00000% | 273,667.50   | 713,667.50    |
| 12/01/2008 | 485,000.00   | 6.10000% | 247,267.50   | 732,267.50    |
| 12/01/2009 | 525,000.00   | 6.15000% | 217,682.50   | 744,682.50    |
| 12/01/2010 | 555,000.00   | 6.25000% | 185,395.00   | 740,395.00    |
| 12/01/2011 | 590,000.00   | 6.30000% | 150,707.50   | 740,707.50    |
| 12/01/2012 | 620,000.00   | 6.35000% | 113,537.50   | 733,537.50    |
| 12/01/2013 | 660,000.00   | 6.40000% | 74,167.50    | 734,167.50    |
| 12/01/2014 | 495,000.00   | 6.45000% | 31,927.50    | 526,927.50    |
| TOTAL      | 7,795,000.00 | -        | 6,798,527.50 | 14,593,527.50 |

SouthTrust Securities, Inc.  
 Capital Markets

FILE = NEW14UNF  
 10/28/1992 2:39 PM

YIELD STATISTICS

|                                                   |              |
|---------------------------------------------------|--------------|
| Accrued Interest from 12/01/1992 to 12/01/1992... | -            |
| Average Life.....                                 | 14.436 YEARS |
| Bond Years.....                                   | 112,530.00   |
| Average Coupon.....                               | 6.0415245%   |
| Net Interest Cost (NIC).....                      | 6.1107949%   |
| Bond Yield for Arbitrage Purposes.....            | 6.0531617%   |
| True Interest Cost (TIC).....                     | 6.0930720%   |
| Effective Interest Cost (EIC).....                | 6.2322550%   |



City of Sugar Hill, Georgia  
 Public Utility Revenue Refunding Bonds  
 AAA/Aaa (MBIA Insured)  
 Series 1992  
 DEBT SERVICE SCHEDULE

| DATE         | PRINCIPAL           | COUPON   | INTEREST            | DEBT SERVICE         |
|--------------|---------------------|----------|---------------------|----------------------|
| 12/01/1992   | -                   | -        | -                   | -                    |
| 12/01/1993   | 110,000.00          | 3.00000% | 404,902.50          | 514,902.50           |
| 12/01/1994   | 120,000.00          | 3.40000% | 401,602.50          | 521,602.50           |
| 12/01/1995   | 130,000.00          | 3.90000% | 397,522.50          | 527,522.50           |
| 12/01/1996   | 140,000.00          | 4.10000% | 392,452.50          | 532,452.50           |
| 12/01/1997   | 150,000.00          | 4.40000% | 386,712.50          | 536,712.50           |
| 12/01/1998   | 165,000.00          | 4.60000% | 380,112.50          | 545,112.50           |
| 12/01/1999   | 180,000.00          | 4.80000% | 372,522.50          | 552,522.50           |
| 12/01/2000   | 195,000.00          | 5.00000% | 363,882.50          | 558,882.50           |
| 12/01/2001   | 225,000.00          | 5.20000% | 354,132.50          | 579,132.50           |
| 12/01/2002   | 260,000.00          | 5.30000% | 342,432.50          | 602,432.50           |
| 12/01/2003   | 295,000.00          | 5.50000% | 328,652.50          | 623,652.50           |
| 12/01/2004   | 325,000.00          | 5.70000% | 312,427.50          | 637,427.50           |
| 12/01/2005   | 370,000.00          | 5.80000% | 293,902.50          | 663,902.50           |
| 12/01/2006   | 380,000.00          | 5.95000% | 272,442.50          | 652,442.50           |
| 12/01/2007   | 405,000.00          | 6.00000% | 249,832.50          | 654,832.50           |
| 12/01/2008   | 445,000.00          | 6.10000% | 225,532.50          | 670,532.50           |
| 12/01/2009   | 480,000.00          | 6.15000% | 198,387.50          | 678,387.50           |
| 12/01/2010   | 510,000.00          | 6.25000% | 168,867.50          | 678,867.50           |
| 12/01/2011   | 540,000.00          | 6.30000% | 136,992.50          | 676,992.50           |
| 12/01/2012   | 570,000.00          | 6.35000% | 102,972.50          | 672,972.50           |
| 12/01/2013   | 605,000.00          | 6.40000% | 66,777.50           | 671,777.50           |
| 12/01/2014   | 435,000.00          | 6.45000% | 28,057.50           | 463,057.50           |
| <b>TOTAL</b> | <b>7,035,000.00</b> | <b>-</b> | <b>6,181,120.00</b> | <b>13,216,120.00</b> |

SouthTrust Securities, Inc.  
 Capital Markets

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YIELD STATISTICS

|                                                   |              |
|---------------------------------------------------|--------------|
| Accrued Interest from 12/01/1992 to 12/01/1992... | -            |
| Average Life.....                                 | 14.532 YEARS |
| Bond Years.....                                   | 102,230.00   |
| Average Coupon.....                               | 6.0462878%   |
| Net Interest Cost (NIC).....                      | 6.1151032%   |
| Bond Yield for Arbitrage Purposes.....            | 6.0593915%   |
| True Interest Cost (TIC).....                     | 6.0988613%   |
| Effective Interest Cost (EIC).....                | 6.2450118%   |





City of Sugar Hill, Georgia  
Public Utility Revenue Refunding Bonds  
AAA/Aaa (MBIA Insured)  
Series 1992  
DEBT SERVICE COMPARISON FROM 12/01/1992

| DATE         | NEW NET D/S          | PRIOR NET D/S        | SAVINGS             |
|--------------|----------------------|----------------------|---------------------|
| 12/01/1992   | -                    | -                    | -                   |
| 12/01/1993   | 514,902.50           | 595,902.50           | 81,000.00           |
| 12/01/1994   | 521,602.50           | 603,030.00           | 81,427.50           |
| 12/01/1995   | 527,522.50           | 609,125.00           | 81,602.50           |
| 12/01/1996   | 532,452.50           | 614,172.50           | 81,720.00           |
| 12/01/1997   | 536,712.50           | 618,157.50           | 81,445.00           |
| 12/01/1998   | 545,112.50           | 625,898.75           | 80,786.25           |
| 12/01/1999   | 552,522.50           | 632,212.50           | 79,690.00           |
| 12/01/2000   | 558,882.50           | 641,910.00           | 83,027.50           |
| 12/01/2001   | 579,132.50           | 659,460.00           | 80,327.50           |
| 12/01/2002   | 602,432.50           | 684,150.00           | 81,717.50           |
| 12/01/2003   | 623,652.50           | 703,190.00           | 79,537.50           |
| 12/01/2004   | 637,427.50           | 718,190.00           | 80,762.50           |
| 12/01/2005   | 663,902.50           | 748,190.00           | 84,287.50           |
| 12/01/2006   | 652,442.50           | 733,871.25           | 81,428.75           |
| 12/01/2007   | 654,832.50           | 734,146.25           | 79,313.75           |
| 12/01/2008   | 670,532.50           | 751,521.25           | 80,988.75           |
| 12/01/2009   | 678,387.50           | 760,452.50           | 82,065.00           |
| 12/01/2010   | 678,867.50           | 761,022.50           | 82,155.00           |
| 12/01/2011   | 676,992.50           | 758,392.50           | 81,400.00           |
| 12/01/2012   | 672,972.50           | 752,822.50           | 79,850.00           |
| 12/01/2013   | 671,777.50           | 753,945.00           | 82,167.50           |
| 12/01/2014   | 439,297.14           | (135,001.80)         | (574,298.94)        |
| <b>TOTAL</b> | <b>13,192,359.64</b> | <b>14,324,760.70</b> | <b>1,132,401.06</b> |

SouthTrust Securities, Inc.  
Capital Markets

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|                                                    |                       |
|----------------------------------------------------|-----------------------|
| GROSS PRESENT VALUE DEBT SERVICE SAVINGS           | \$1,094,845.35        |
| Other Benefits.....                                | 742,608.00            |
| Deposit to Debt Service Fund.....                  | -                     |
| Amount released from Prior Issue DSR Funds.....    | -                     |
| Other Costs.....                                   | -                     |
| Cash Contribution.....                             | 151,289.00            |
| Transfers from Prior Issue Debt Service Fund.....  | 215,192.00            |
| <b>NET PRESENT VALUE BENEFIT</b>                   | <b>\$1,470,972.35</b> |
| Savings as a % of refunded bond principal amount.. | 35.8345273%           |



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City of Sugar Hill, Georgia  
Public Utility Revenue Refunding Bonds  
AAA/Aaa (MBIA Insured)  
Series 1992  
SOURCES AND USES

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| Dated 12/01/1992                                  | Delivery 12/01/1992 |
|---------------------------------------------------|---------------------|
| Par Amount of Bonds.....                          | \$7,035,000.00      |
| Transfers from Prior Issue DSR Funds.....         | 742,608.00          |
| Transfers from Prior Issue Debt Service Fund..... | 215,192.00          |
| Cash Contribution.....                            | 151,289.00          |
| <br>Total Sources                                 | <br>\$8,144,089.00  |
| <br>Total Underwriter's Discount (1.000%).....    | <br>\$70,350.00     |
| Costs of Issuance.....                            | 48,000.00           |
| Gross Bond Insurance Premium.....                 | 44,934.81           |
| Deposit to Debt Service Reserve Fund (DSRF).....  | 23,760.36           |
| Deposit to Escrow Fund.....                       | 7,956,401.33        |
| Contingency.....                                  | 642.50              |
| <br>Total Uses                                    | <br>\$8,144,089.00  |

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SouthTrust Securities, Inc.  
Capital Markets

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OPTIMIZED DEDICATED PORTFOLIO

| MATURITY   | TYPE   | COUPON | YIELD  | DOLLAR PRICE | PAR AMOUNT | PRINCIPAL COST+ACCRUED INTEREST | =          | TOTAL COST   |
|------------|--------|--------|--------|--------------|------------|---------------------------------|------------|--------------|
| 12/31/1992 | T-BILL | 2.740% | 2.683% | 99.7716667%  | 147,000    | 146,664.35                      | -          | 146,664.35   |
| 07/01/1993 | T-BILL | 3.320% | 2.964% | 98.0448889%  | 27,000     | 26,472.12                       | -          | 26,472.12    |
| 12/31/1993 | T-NOTE | 7.625% | 3.830% | 103.9843750% | 158,000    | 164,295.31                      | 5,041.62   | 169,336.93   |
| 06/30/1994 | T-NOTE | 8.500% | 4.280% | 106.3750000% | 29,000     | 30,848.75                       | 1,031.55   | 31,880.30    |
| 12/31/1994 | T-NOTE | 7.625% | 4.480% | 106.1718750% | 176,000    | 186,862.50                      | 5,615.98   | 192,478.48   |
| 05/15/1995 | STRIPS | -      | 4.910% | 88.7700000%  | 32,000     | 28,406.40                       | -          | 28,406.40    |
| 11/15/1995 | STRIPS | -      | 5.180% | 85.9710000%  | 193,000    | 165,924.03                      | -          | 165,924.03   |
| 06/30/1996 | T-NOTE | 7.875% | 5.530% | 107.5156250% | 28,000     | 30,104.38                       | 922.74     | 31,027.12    |
| 12/31/1996 | T-NOTE | 6.125% | 5.650% | 101.7031250% | 6,399,000  | 6,507,982.97                    | 164,017.85 | 6,672,000.82 |
| 11/15/2002 | STRIPS | -      | 7.410% | 48.4620000%  | 350,000    | 169,617.00                      | -          | 169,617.00   |
| 11/15/2003 | STRIPS | -      | 7.550% | 44.4000000%  | 365,000    | 162,060.00                      | -          | 162,060.00   |
| 11/15/2004 | STRIPS | -      | 7.680% | 40.6160000%  | 395,000    | 160,433.20                      | -          | 160,433.20   |
|            |        |        |        |              | 8,299,000  | 7,779,671.01                    | 176,629.74 | 7,956,300.75 |

SouthTrust Securities, Inc.  
Capital Markets

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|                                      |                |
|--------------------------------------|----------------|
| Trade Date.....                      | 12/01/1992     |
| Settlement Date.....                 | 12/01/1992     |
| Net Cost of Open Markets.....        | 7,956,300.75   |
| Cost of Open Market Investments..... | 7,956,300.75   |
| Cash Deposit to Escrow.....          | 100.58         |
| Total Cost of Investments.....       | \$7,956,401.33 |



NOV.

MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 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.  
Introduction of North Gwinnett High School Students.

Committee Reports

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

Old Business

- A) Refinancing of 1989 Utility Revenue Bonds - Southtrust Bank Officials
- B) Sign Ordinance
- C) Adoption of Nuisance Ordinance
- D) 1993 Budget Proposal - Draft #2
- E) Mobile Home on Pass Court

New Business

- A) Rezoning Request Public Hearing - Walter Richards - Highway 20
- B) Gwinnett Co. Board of Education Growth Presentation - Brooks Coleman
- C) Sanitation Pick-up Day
- D) Sidewalk Installation

City Manager's Report

- A) Request for Vehicle for City Marshall
- B) Letter from E.P.D.
- C) Personnel Manual

City Clerk's Report

Director of Golf's Report

Council Reports

Citizen's Comments

Adjournment

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

M I N U T E S

Notice posted at City Hall at 12:00 noon on Friday, November 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 7:32 p.m. by Mayor Haggard.

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

Minutes

Rick January, of 1282 Frontier Drive, states that he made some comments at the last Mayor and Council Meeting and he would like for the minutes to be corrected to reflect exactly what he said. On page 7 of the October 12, 1992 minutes, Mr. January states that he said "this is **not** exactly what the Solid Waste Task Force members were told" instead of "this is exactly what the Solid Waste Task Force members were told". Council Member Everett moves to approve the minutes with that correction noted. Second to the motion by Council Member Bailey. Vote unanimous.

Introduction of North Gwinnett High School Students

City Manager Kathy Williamson states that today is Government Day and each year the teachers from North Gwinnett High School hand pick the students to come visit the City for a day and attend the Council Meeting to find out more about local government. She asks Kelly Mayfield to introduce the students. They are as follows: John Bowen acting as Mayor Haggard, Kevin Berger acting as Council Member Morris, Darci Allen acting as Council Member Bailey, Chris Dzikowski acting as Council Member Davis, Brian Blauch acting as Council Member Everett, Jennifer King acting as Council Member Stanley, Kelly Mayfield acting as City Manager Kathy Williamson, Genie Nichols acting as City Clerk Judy Foster, Keely Wallace acting as Director of Utilities and Development Ken Crowe, Tiffany Bean acting as Director of Finance Sandy Richards, Ashley Pirkle acting as Director of Golf Wade Queen, and Blake Buice acting as Chief Building Inspector Steve Kennedy.

Mrs. Williamson asks if any of the students would like to comment on their experience today. Genie Nichols states that she has learned a lot about what each person does that works for the City and she didn't realize how much was involved with running a City. Chris Dzikowski states that he learned that the Mayor and Council do not make as much money as he had thought because these are not full time seats and they have careers other than their duties to the City.

Mrs. Williamson welcomes the Georgia Municipal Association representatives who are in attendance also.

Planning & Zoning Board

Council Member Stanley states that the Planning & Zoning Board has a recommendation for the Mayor and Council to review tonight regarding a temporary amendment to

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 2**

the Sign Ordinance to give some relief to the developers and real estate agents in the City. Mr. Stanley reports that he attended the Gwinnett County Board of Commissioner's Meeting in opposition to the two temporary mobile home permits on Highway 20 and the Commissioners approved both requests. He states that he was the only person present in opposition to the permits and he feels this is why they were approved. He encourages more representation from the City in cases such as this. Finally, Mr. Stanley reports that the Board has a recommendation for the Mayor and Council regarding the Rezoning Request by Walter Richards which will be addressed later in the meeting.

Mayor Haggard states that in regards to the mobile home permits issued by the Gwinnett County Board of Commissioners, those permits were only temporary. Mr. Stanley states that this is true, however, one of the requests was an extension of a permit granted back in 1982 as a temporary permit and it was just approved for another two years. He states that the City needs to watch the situation and oppose any further extensions in two years. Council Member Everett states that he believes one of the requests was from an elderly woman who wanted to place a mobile home behind her son's house. Mr. Stanley states that he did not believe there was any hardships involved in either case. Mr. Stanley states that the City feels there is a place for mobile homes and that place is in mobile home parks or subdivisions and not scattered throughout the City. Council Member Morris states that he was not aware of the circumstances regarding the two mobile home requests and he did not voice his opinion on the matters because he had not been given the full details. After finding out the details of these requests, Mr. Morris states that he would not be opposed to the requests because the City currently has a temporary mobile home being utilized as a clubhouse for the City's Golf Course. Mr. Morris states that he is thankful the Gwinnett County Board of Commissioner's approved the temporary mobile home permits and he told them so.

**Appeals Board**

Council Member Stanley states that there were two items on the Appeals Board agenda. The first item was a variance request by Larry Bailey on the side yard setbacks for the property behind his cabinet shop, which he would like to sell and the purchasers wish to construct a screen printing shop. The Board approved this request due to the topography of that parcel of land. The second item was a variance request by Matthew Gottlich for a reduction in the number of parking spaces required for a warehousing facility they are proposing on Woodward Way. Mr. Gottlich did not feel the interpretation of the City's parking requirements would be applicable to their operation, therefore, that request was also approved by the Board.

**Recreation Board**

Chris Dzikowski reports that the fall softball leagues have ended and the only thing going on during the winter will be local soccer teams utilizing the soccer fields.

**Budget & Finance**

Tiffany Bean reports that the total revenue for operations for the month of October is approximately \$44,000 and the cash balance was approximately \$31,000. The

City spent approximately \$12,000 for construction of the golf course and waste water treatment facility. Refer to report.

Refinancing of 1989 Utility Revenue Bonds - Southtrust Bank Officials

Kendall Holman, of Southtrust Securities, submits a proposal to the Mayor and Council and gives his presentation. Mr. Holman states that he has been working with the Director of Finance and the City Manager and they have come up with a solution which would make the annual debt service payments lower by refinancing the 1989 Utility Revenue Bonds. Mr. Holman states that at the same time, the City will get back \$742,000 in cash which is currently being held and cannot be touched until the year 2014. Mr. Holman states that Section 3 of the proposal gives the existing debt service and what their proposal is. He states that the City's existing issue is outstanding at a net interest cost of 7.43%. If the City refinances, it can drop its net effective interest rate to 6.28%, which is the rate effective as of last Friday. The annual debt service expense would be approximately \$10,000 less each year until the year 2014. Mr. Holman explains that the 1989 issue had a type of bond in it called a capital excretion bond, which is similar to savings bonds, which have no principal and interest paid on them until they mature. Mr. Holman states that during the years 2003 through 2005, these bonds will come due and will cost approximately \$700,000 per year. Mr. Holman states that at the request of the City Manager and Director of Finance, they have included in their proposal to pay off those bonds early by buying treasury securities which will mature in exactly the same amounts in exactly the same times so that the City will never have to make any payments on these bonds. Once this is done, the 1989 issue will be closed as if it never existed. Mr. Holman states that the City can take out an insurance policy instead of having a years worth of principal and interest payments in reserve for emergencies and this is an option the City has with the 1989 issue because of a clause in the bond documents. However, this may make some bond holders angry because they will claim that they purchased the bonds because they knew the City would be responsible for payments. If the City refinances with the treasury securities, the bond holders will get a portfolio of treasury securities that makes all the payments. Mr. Holman asks if any of the Mayor and Council have any questions.

City Manager Kathy Williamson states that time is of the essence in this matter. Mr. Holman states that anytime you refinance, time is of the essence because interest rates fluctuate daily and since he began investigating this matter, interest rates have increased about a  $\frac{1}{4}$  of a percent. Mr. Holman states that the election has had an effect on the rates and continue to do so. Mr. Holman suggests getting all the paperwork ready and if there is still substantial savings at the time they are ready to close, they will recommend proceeding with the refinancing. Director of Finance Sandy Richards states that she has discussed this matter with the City's Auditor and after informing him of her findings, he agreed that it would be in the best interest of the City to refinance.

Council Member Bailey moves to authorize the Director of Finance to proceed with the paperwork for the bond refinancing. Second to the motion by Council Member Morris. Discussion held.



MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 4

Council Member Stanley asks what will it cost the City if they proceed with the paperwork and get to closing and they back out because the interest rate is too high. Mr. Holman states "Nothing". He feels that Southtrust Bank will not have any real out of pocket expenses, however, the law firm who draws up the paperwork for the refinancing may ask the City to pay for their out of pocket expenses. However, Mr. Holman states that he is relatively sure that he can ensure that no bills will be presented to the City until and if the refinancing is completed.

Mrs. Williamson asks when could Southtrust be ready to refinance. Mr. Holman states between mid to late December and certainly by the first of the year. Mr. Holman states that if rates have gone up too much or look like they are going in a bad direction, they will recommend holding off on the refinancing.

Council Member Stanley states that he did a quick calculation with the \$10,000 per year the City could save on debt service by refinancing and multiplied it by the 6.05% interest for a present worth cost of \$111,000. He states that after you deduct the underwriters cost of issuing the bonds, which is \$77,750, the cost of issuing the bonds themselves at \$66,630 and the insurance premium of \$51,000, the cost of re-issuing the bonds is not favorable. Mr. Stanley states that the only benefit the City would have is that the City take its own escrow account and cash it in and give ourselves in excess of \$600,000. He states that he sees that escrow account as a tangible useful thing which ensures the coverage of the annual payments of the bonds for the water and sewer system and golf course. He states that the City would go and spend it on something. Mr. Stanley states that the cost exceeds the present worth of the savings and we don't get all of our money out of the escrow account, so why would the City refinance under those conditions.

Mr. Holman states that all of the savings that are there are after all expenditures so it is a net number and not a gross number he is working with. Also, the City can put the \$742,000 to better use than just sitting in the bank drawing 3% interest. Mrs. Richards states that the City cannot even enjoy the interest off the reserve fund because it is subject to arbitrage. Mrs. Richards states that with the refinancing, there would be no arbitrage. Mr. Stanley states that there is no realistic probability of arbitrage anyway because the City is not earning interest at a rate that would put us in that category. Mr. Holman states that this is true, however, just as citizens have to file tax returns, the City has to file a report proving that it does not owe an arbitrage rebate and the cost of having an auditor do this report annually costs the City money. Mrs. Richards states that it costs \$3,000 per year.

Council Member Bailey calls for the vote. Vote 3 for - 1 opposed, Council Member Stanley. Council Member Everett abstained from voting. Motion carried 3 to 1.

#### Sign Ordinance

Director of Utilities and Development Ken Crowe states that the Planning & Zoning Board has made a recommendation to the Mayor and Council regarding the Sign Ordinance, however, the City Attorney had some questions as to the legality of the recommendation and he asks City Attorney Lee Thompson to address this matter. Mr. Thompson states that his question was regarding the temporary period of the

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 5**

amendment and whether it would expire at the end of the two years or if it would be reconsidered at the end of the two years. Mr. Thompson states that it is unusual to amend the Sign Ordinance for a temporary amount of time.

Council Member Stanley states that it was his understanding that this recommendation was to provide temporary relief to real estate agents while the Board reviews the entire Sign Ordinance and makes recommendations for the Mayor and Council to make amendments. Mr. Stanley states that the Board felt that if the developers were going to go to the expense of having the signs made, they should be given a reasonable amount of time to use them which came out to be two years. Mr. Stanley states that at the end of the two year period, all signs would come down except for those that have been permitted through the update of the entire Sign Ordinance.

Mr. Thompson states that in this case, only the section of the Sign Ordinance which pertains to real estate directional signs would be replaced with the Board's recommendation. Mr. Stanley states that it would not replace that section, it would only be another exception and would expire at the end of the two years and the signs would have to be taken down. Mr. Thompson states that this answers his questions and he wants the Mayor and Council to understand that if this amendment is approved, it in no way binds the City to permit these signs for two years because the Sign Ordinance could be amended again in two months to prohibit them.

Planning & Zoning Board Member Gary Chapman confirms what Council Member Stanley stated regarding the two year period and that was his understanding as well. Developer Allen Richardson states that Mr. Stanley's comments were as he understood them also. He states that it is not exactly what the developers and real estate people wanted, but they will take what they can get.

Mayor Haggard asks what happened to the sandwich sign idea where it would be kept up for 7 days. Mr. Stanley states that this was an option, however, the developers did not think it would help much. Mr. Stanley states that the recommendation that the Board finally did make does not help out the developers much either and it is a solution which will make everyone involved mad.

Discussion is held on different options which would hopefully satisfy everyone. City Manager Kathy Williamson states that a public hearing will have to be held and advertised for to make any amendments to the Sign Ordinance.

Bobbie Queen, of Duncan Drive, states that this is the fourth time that the developers have approached the Mayor and Council about amending the Sign Ordinance to suit their needs and she does not understand their complaint because it has not stopped the growth in Sugar Hill, houses are being sold and she can't understand why they claim not to be prospering. Mr. Richardson states that he can only speak for himself and homes do not sell as well in Sugar Hill as in other cities where he is developing subdivisions.

Resident Rick January asks for a definition of the generic real estate signs and the permitted subdivision signs. Mrs. Williamson explains the difference to Mr. January.

Mayor Haggard recommends to the Council that the Sign Ordinance be amended to allow the current sandwich type subdivision signs be left up 7 days per week instead of just weekends. Council Member Davis moves to accept the Mayor's recommendation and authorize the City Attorney to draw up a Sign Ordinance Amendment to that effect and advertise for a public hearing on this matter to be held at the Mayor and Council Meeting in December. Second to the motion by Council Member Morris. Mayor Haggard asks for Mr. Richardson's opinion on this motion. Mr. Richardson states that it is better than what the Planning & Zoning Board had recommended but it is still not what they want. Vote 4 for - 1 opposed, Council Member Stanley. Motion carried 4 to 1.

#### Adoption of Nuisance Ordinance

City Manager Kathy Williamson states that this is the Ordinance the Council asked the City Attorney to draw up which would give the City the authority to require residents to maintain their yards. Council Member Stanley states that he has a question on page one, section one, number seven. He states that he believes the word "determined" should actually be "detrimental". City Attorney Lee Thompson states that Mr. Stanley is correct and the word should be "detrimental". Mrs. Williamson states that she feels this section should refer to the City's Noise Ordinance. Mr. Thompson states that any question regarding noise would fall under the City's Noise Ordinance. Council Member Stanley moves to adopt the Nuisance Ordinance with the correction of the word "determined" to be changed to "detrimental". Second to the motion by Council Member Bailey. Vote unanimous.

#### 1993 Budget Proposal - Draft #2

Director of Finance Sandy Richards states that this is the second draft of the 1993 proposed budget which includes changes recommended at the Budget Work Session. Mrs. Richards states that this is again for the Mayor and Council to review and there will be a public hearing held at the December Council Meeting for the final budget approval.

Council Member Stanley states that in the 1993 budget proposal, revenues exceed expenditures and there is a section in the budget for capital improvements with different projects to spend the surplus funds on. He states that the City has never set aside any money for emergencies and he feels that a fund should be set up with a set amount established to accumulate. Mrs. Richards states that the City has accumulated 2.3 million dollars since 1986 through tap on fees which was put into reserves. Mrs. Richards states that during the construction of the golf course, these reserves no longer exist, however it is her top priority to rebuild those reserves. Mr. Stanley states that he feels this should be included in the budget. Mrs. Richards states that GAAP (Governmental Acceptable Accounting Practices) does not allow a line item for reserve funds. Mr. Stanley asks if you cannot budget for a Sinking Fund. Mrs. Richards states no because it is not an expenditure, it is a liability. Council Member Bailey states that the funds the City receives from the refinancing could be utilized to begin building up the reserve funds again.

Mr. Stanley states that the General Obligation Bonds of 1974 required every resident to pay a certain amount of tax toward the construction of the City's

MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 7

sewer system, whether they had sewer or not. He feels that a program should be devised to provide sewer to those subdivisions, such as Pinedale Circle, who do not have sewer available to them. Mr. Stanley states that this was one reason why he was opposed to lowering the tax millage rate. The excess revenues could have been utilized for this purpose. City Manager Kathy Williamson states that prior Council Members have agreed that once sewer is available to these areas, the residents would not be required to pay for any tap on fees since they have paid taxes for all these years. She states that their actions cannot bind the present Council, however, they have the same option to do this. Mrs. Williamson states that Bill Johnson, with Piedmont Olsen Hensley, has been asked to investigate the expense of extending the sewer interceptor line on out to Pinedale Circle. Mrs. Williamson states that Council Member Bailey had recently asked her about this matter and she has discussed it with him and she is working on it.

Mr. Stanley states that he would also like to set funds aside for a sidewalk improvement program. He states that Gwinnett County has committed to approximately \$70,000 for the City for sidewalks, however, there are strings attached. He states that they are expecting the City to match these funds. Mrs. Richards states that the sidewalk improvements program is listed in the capital improvements section of the budget and has \$50,000 budgeted.

Mobile Home on Pass Court

City Manager Kathy Williamson states that the City Attorney has notified Larry Bryant, who owns the burnt mobile home at 5046 Pass Court, that if they do not remove the mobile home within a certain time period, the City will have to remove it themselves and Mr. Bryant will have to incur the cost. Mayor Haggard states that he had asked the Council at the last Council Meeting to allow him to try to contact the Bryant's concerning this matter and he never heard back from them. City Attorney Lee Thompson states that the Bryant's contacted him and wanted a letter from Mr. Thompson stating that the City would have to remove it if he did not and he would have to pay for it, so Mr. Thompson sent him the letter to that effect. Refer to letter.

Recess

Mayor Haggard calls for a short recess.

Meeting recessed at 9:10 p.m.

Meeting reconvened at 9:20 p.m.

Rezoning Request Public Hearing - Walter Richards - Highway 20

Keely Wallace reports that Walter Richards has requested that the property he owns, which is located next to the Buford Florist on Highway 20, be rezoned from LM to BG. The Planning & Zoning Board has recommended approval of this rezoning request because it is more in line with the Comprehensive Plan the City is adopting for future land use along Highway 20. Mayor Haggard asks if anyone in the audience is opposed to this request. There is no one in opposition.

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
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Council Member Stanley states that the land in question backs up to the property of Mr. Tuck and when the property was graded out, a vertical embankment was created at the back corner of Mr. Tuck's property. Mr. Stanley states that erosion can eventually cave that bank in and damage Mr. Tuck's property and it also creates a safety hazard because it is 12 or 15 feet high. Mr. Stanley states that he asked Mr. Richards if he would be willing to correct that problem as a condition to his rezoning and Mr. Richards stated that he was not willing to do anything extra that would cost him money. Mr. Stanley states that the City has the opportunity now to correct that problem and set a precedent for future developments to correct such problems when they go to develop a parcel of land. He is recommending the Council make this a condition to Mr. Richards rezoning request.

Mayor Haggard states that we have been told by our attorneys that this is a civil matter and the City should not get involved. City Manager Kathy Williamson states that this was a pre-existing condition when Mr. Richards purchased the property. Mr. Stanley states that the conditions have changed now because Mr. Richards is requesting a rezoning from the City and the City has the authority to make conditions on that rezoning. Council Member Morris states that the City cannot penalize Mr. Richards for something that was done years before he purchased the property.

Mr. Richards states that he cannot understand why he is being asked to correct something that was done years ago. He bought the property in its present condition. Mr. Stanley states that when the City has the opportunity to correct drainage problems or whatever, they should take it. Mr. Morris states that if Mr. Richards created the problem, he would have no problem requiring him to correct it, but that is not the case in this matter.

City Attorney Lee Thompson states that the City does have the right to put any type of condition on a rezoning that they feel is appropriate. Director of Utilities and Development Ken Crowe states that in the City's Development Regulations, vertical embankments are addressed and these requirements would have to be met when they submit their development plans.

Council Member Morris moves to approve the rezoning request in its present form. Second to the motion by Council Member Bailey. Vote 4 for - 1 opposed, Council Member Stanley. Motion carried 4 to 1.

**Gwinnett Co. Board of Education Growth Presentation - Brooks Coleman**

Brooks Coleman, Assistant Superintendent for Management, Planning and Public Relations, states that he would like to take this opportunity to communicate to the City of Sugar Hill what the Gwinnett County School Board's plans are for the schools in this area. He introduces our School Board Representative Pat Mitchell, the Director of Buildings and Maintenance Jim Steele and the Director of Planning Ed Hampton.

Ed Hampton states that Sugar Hill Elementary is overcrowded and he anticipates this overcrowding to only get worse over the next 5 years with an average of 1,200 students, when its current maximum capacity is only 690. The land is very limited where the school sits and additions to the school are not very likely. Mr. Hampton states that they are looking into building another elementary school facility

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 9**

northwest of Sugar Hill which would house 600 students with expansion capacity up to 1,100. Mr. Hampton states that they are planning to have a bond referendum in late 1993 which would include funding for this project. Mr. Hampton asks if there are any questions from the Mayor and Council.

Chris Dzikowski asks why multi-level schools are not permitted in Gwinnett County. Mr. Hampton states that Gwinnett County does have some multi-level schools, however, it is expensive to build them because of certain handicap accessibility requirements. Mr. Hampton states that this option is only utilized when land becomes limited or is too expensive to purchase. Mr. Dzikowski asks if it is more cost effective to build another school on a different parcel than expand Sugar Hill Elementary. Mr. Hampton states yes. Mr. Dzikowski asks if the land has been located yet to construct the school. Mr. Hampton states no, they have not found the land yet. Council Member Morris asks how much land they need to purchase for a new school. Jim Steele states between 20 and 22 acres.

Council Member Stanley states that the County would have to have the money first and asks if they will have the funds before or after the next bond referendum. Mr. Hampton states that the funds will come as a result of the next bond referendum, if it is approved.

Mr. Hampton states that Sugar Hill Elementary will be renovated to bring it up to code and the overcrowding would go on over to the new school. They do not foresee the need for another high school within the next few years because North Gwinnett has not yet reached its maximum capacity of 1,100.

Mr. Steele states that he would like for the Mayor and Council to understand that these are only staff recommendations and must be approved by a majority of the School Board. He states that the staff is recommending enlarging the media center, lunchroom, bathrooms, and computer labs at Sugar Hill Elementary. They do not anticipate building any additional buildings on the property.

Pat Mitchell states that she would like the Mayor and Council to understand that the School Board must not only look at Sugar Hill Elementary, but every school in the County and make a decision on the total bond package. Mayor Haggard thanks the School Board Representatives for attending the meeting tonight.

**Sanitation Pick-up Day**

City Manager Kathy Williamson states that Gwinnett Sanitation Inc. has agreed to change the sanitation pick-up day to whenever the majority of the residents would like to have it picked up. She states that this matter was brought up by the Solid Waste Task Force and they wanted the matter addressed. She states that the pick-up day was originally changed from Wednesday to Saturday when the recycling program started. Council Member Morris states that he has heard comments from both sides. Pat O'Connor, with G.S.I., states that when the recycling program began, they were not able to have sanitation pick-up on Wednesday and recycling pickup on Saturday. However, now they are able to accommodate whatever the Mayor and Council wish to do.

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
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Joan Hawthorne, of South Roberts Drive, states that she has also heard legitimate comments from both sides. Mayor Haggard asks for a show of hands as to who would prefer Wednesday for pick-up day and who would prefer Saturday for pick-up day. The majority of the people in attendance would prefer Wednesday. Resident Lee Bailey asks if the sanitation pickup day and recycling service would both be the same day. She states that garbage day is garbage day and everyone learns to adjust. Mr. O'Connor states that they would both be the same day. Council Member Stanley states that everyone he talked to about this matter preferred Wednesday over Saturday. Mr. O'Connor states that since May, they have delivered 600 to 650 recycling bins to the City and that is approximately a 25% participation rate. Mayor Haggard asks how long it would take to notify the residents of a change. Mrs. Williamson states that the City can notify the residents through the newsletter. Mayor Haggard asks how long G.S.I. would need to make a change. Mr. O'Connor states within a few weeks, whenever the City is ready to. Frank Ruppe, of Bent Creek Subdivision, recommends waiting until the first of the year since there is no rush and the holidays are coming up.

Council Member Stanley moves to change the sanitation and recycling pick-up day back to Wednesday beginning the first week in January 1993. Second to the motion by Council Member Davis. More discussion held on whether or not the Council should do a survey of all the residents. More citizen comments are made at this time. Council Member Davis calls for the vote. Vote unanimous.

Mr. O'Connor states that since January 1st is on Friday, they will pick up the following Wednesday and Saturday, which is the first full week of the year.

**Sidewalk Installation**

City Manager Kathy Williamson states that the City received a letter from Gwinnett County stating that they plan to present to the Board of Commissioners an agreement with the City for \$70,000 to construct sidewalks in and around the City. Refer to letter. She states that the funds can only be used in the locations they state and the City would have to obtain easements and do the engineering work, even outside the city limits of Sugar Hill. Mayor Haggard states that the Board of Commissioners will have a new chairman the first of the year. Mrs. Williamson states that this could be our next step, to send a letter to the new chairman stating that the City would like the funds without all the strings attached.

Council Member Stanley states that the reason he recommended constructing sidewalks was so that children had access from their neighborhoods to the schools and he has no problem with constructing sidewalks outside the city limits if the County is funding it. Council Member Morris states that he has a problem with spending taxpayer's money on easements and engineering work for a sidewalk which is outside the city limits. Mrs. Williamson asks Council Member Stanley if he would be amenable to meeting with herself, Ken Crowe and Ernest Slaughter regarding this matter. Mr. Stanley states that he is available to meet with them. Council Member Morris asks Council Member Stanley to report back to the Council on this matter next month.

**Request for Vehicle for City Marshall**

Kelly Mayfield reports that the City met with the City of Lawrenceville concerning a used police car they have for sale. The car has over 100,000 miles on it and

**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 11**

they are asking \$2,000 for the vehicle. The car already has the blue lights on it which cost approximately \$1,500 alone. He states that the City's Mechanic inspected the car and found it to be in good condition. Council Member Morris states that he looked at the car also and feels that it is an excellent buy because the equipment alone on the car is worth more than what they are asking. Council Member Stanley asks if we can't wait until the first of the year when the new officials get in at the County to see if they will allow the City Marshall to use one of their patrol cars. Director of Utilities and Development Ken Crowe states that the County allows police officers to utilize their patrol cars on part time jobs. Mrs. Williamson states that the City cannot afford to pay \$17.50 an hour for a police officer to enforce the City's ordinances. Resident Rick January states that last month when this matter was discussed, the City Marshall was going to utilize his own patrol car and he asks if that has changed. Mrs. Williamson states that after that meeting, the Board of Commissioner's read about it in the newspaper and stepped in and will not allow it. Council Member Stanley moves to authorize the funds to purchase the police car from the City of Lawrenceville for the City Marshall. Second to the motion by Council Member Bailey. Vote unanimous.

**Letter from E.P.D.**

City Manager Kathy Williamson states that the City received a copy of a letter from E.P.D. addressed to Charlie Crowe, with Button Gwinnett Landfill, Inc., which states that any existing applications for landfill expansion permits, must hold a Public Hearing on the matter before it can be approved. She states that the Public Hearing will be held on Monday, November 30, 1992, at 7:00 p.m. in the Community Center.

Council Member Stanley states that the wording in the Comprehensive Solid Waste Management Act states that a Public Hearing must be held to negotiate the local control provisions. He feels that this means that the City shall negotiate with the landfill operators concerning whatever controls the Mayor and Council feel are appropriate if they plan to pursue the landfill expansion. He feels this Public Hearing is the City's opportunity to resolve some matters and he hopes that residents will participate in this hearing. Resident Rick January states that the Comprehensive Solid Waste Management Act also gives citizen's the right to petition the landfill operators to negotiate on certain points. He states that another Task Force may have to be appointed to negotiate these points with the landfill operators.

**Personnel Manual**

City Manager Kathy Williamson states that the City Attorney has reviewed the City's Personnel Manual and updated it with the new laws. She states that because of some computer problems, she was unable to print out the Personnel Manual for everyone. She states that these will be mailed out at a later date for the Mayor and Council to review.

**Storm Water Contract**

Director of Utilities and Development Ken Crowe states that Gwinnett County has found a way to give the City some tax dollars back. He states that they have been spending money to resolve storm drainage problems throughout the county and



**MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
MINUTES, CONT'D.  
PAGE 12**

the cities were not getting any of the funds. He states that this will be done through an agreement similar to the paving contract the City has with the County. Mr. Crowe states that he has forwarded the agreement to the City Attorney for his review and he is asking for permission from the Council to authorize the Mayor to sign the agreement once the City Attorney has approved it. Council Member Morris moves to authorize the Mayor to sign the agreement when the City Attorney approves it. Second to the motion by Council Member Everett. Vote unanimous.

**1992 Property Taxes**

Genie Nichols reports that the State approved the 1992 Gwinnett County Digest at the end of October. Therefore, this has caused a delay with the City sending out the 1992 property tax bills. She states that the bills will be sent out within the next two weeks and the City will not have to rebill again as they did for the 1991 taxes.

**Director of Golf's Report**

Director of Golf Wade Queen states that he has nothing to report and asks if any of the Mayor and Council have any questions. Council Member Stanley asks what is the earliest date he can have a cart path on the low side of hole 18. Mr. Queen states that he is working on it now and he hopes to have it completed within 6 to 8 weeks. Mr. Stanley states that this is the number one complaint he hears.

**Council Reports**

Council Member Everett states that he appreciates the students visiting with the City today.

Council Member Bailey thanks City Manager Kathy Williamson for all her hard work. He states that she is always giving credit to others and she deserves some herself.

Council Member Stanley states that he received a letter from Mr. Smith regarding some problems with drainage and landscaping around the new pavilion at the park and some suggestions as to how to correct these problems and he would like to give the letter to the City Manager for action.

Council Member Morris states that Mr. Smith also contacted him about this matter and he will look at the situation tomorrow and get back to the City Manager to correct the problem.

Genie Nichols, Chris Dzikowski, John Bowen and Jennifer King all thanked the Mayor and Council for having them and stated that they enjoyed visiting the City today and learned a lot.

**Citizen's Comments**

Clem Edgar, of 1170 Austin Court, states that street signs are needed on Austin Court. He also states that there is a lot of debris put on lots which are not being built on and he would like to have it cleaned up. City Manager Kathy Williamson states that she will address these problems. Finally, he would like to have a street light placed at the intersection of Sycamore Road and Riverside Road. Mrs. Williamson states that this intersection is not located inside the city limits of Sugar Hill and he will have to address that with the County.

MAYOR & COUNCIL MEETING  
MONDAY, NOVEMBER 9, 1992  
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Rick January, of 1282 Frontier Drive, states that he was disturbed by some comments reportedly made by Council Member Morris in a recent newspaper article. He states that one comment was that the Task Force has made little progress since its inception and he states that there is a lot of information to consume before they can begin making progress. He states that there was also misrepresentation by Council Member Morris claiming that closing the landfill would cause collection rates to double. He states that there is no connection between the landfill contract and our collection rates. He states that there was a lot of bad information in the newspaper article and he was insulted that the Task Force liaison stated that the Task Force was taking a week off to "think about it" when in actuality, the Task Force was planning to discuss a matter in which the speakers were not able to meet this week.

Jean Dodd, with BFI, states that BFI has a full service solid waste program which includes residential and commercial outlets and comprehensive recycling programs. She states that they would be happy to provide any information the City may be interested in and answer any questions they have. Council Member Stanley asks if the big landfill in Buford is a BFI operation. Ms. Dodd states that it is managed by BFI. Mr. Stanley asks what is the closest City to Sugar Hill that BFI serves as a collection agent. Ms. Dodd states Lawrenceville, Auburn, Gainesville and Roswell. Mr. Stanley asks what is the order magnitude per month for garbage pick-up from BFI. Ms. Dodd states that a ballpark figure for garbage and recycling is \$8 to \$10 per month. Ken Crowe asks if that is for an individual household. Mr. Stanley states that this is through a franchise. Ms. Dodd states that a subscription residential pick-up is \$39.60 per quarter. City Manager Kathy Williamson asks if BFI is a nationwide company. Ms. Dodd states yes it is.

Adjournment

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

Meeting adjourned at 10:35 p.m.

*Judy Foster*

Rick January, of 1282 Frontier Drive, states that he video taped this meeting and asks the Mayor and Council how they would feel if he told them that he video taped the meeting because he had personal and business interests within the City of Sugar Hill which needed to be protected and if he felt that someone on the City Council, a City employee or a resident of the City was going to threaten his business or personal property that he may sue them. He states that this is exactly what the Solid Waste Task Force members were told by Ed Driver of Button Gwinnett Landfill. He asks why Council Members Morris and Everett, who were in attendance of that meeting, was not disturbed by the statements made by Mr. Driver. Council Member Morris states that he does not have any objections to anyone video taping any meeting because he will say whatever he feels in front of a camera or not. Mr. January states that this action was completely out of line and uncalled for and he feels like the Council Members in attendance should have defended the Task Force.

NOT

Task Force Member Diane Spivey states that as a matter of courtesy, the Task Force should have been told GSI would be there video taping the meeting and with a court reporter and she felt that it was very intimidating. She states that the cameras were placed in very odd positions.

Council Member Stanley asks the City Attorney if appointed members of an official board of the City enjoys corporate immunity or protection from being individually sued. City Attorney Lee Thompson states that as long as the Board Member or Council Member is doing his or her duties in which they were appointed to do, they do have immunity. However, they cannot slander anyone.

Adjournment

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

Meeting adjourned at 10:05 p.m.

Judy Foster



# 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: NOVEMBER 9, 1992

RE: OCTOBER BUDGET RESULTS

## OPERATIONS:

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

|             |                |
|-------------|----------------|
| General     | \$ 42,888.14   |
| Sanitation  | <\$ 3,323.96>  |
| Gas         | \$ 8,830.13    |
| Water       | \$ 146.66      |
| Street      | \$ 42,795.64   |
| Sewer       | <\$ 19,754.64> |
| Golf Course | <\$ 27,552.90> |
| Total       | \$ 44,029.07   |

## CASH BALANCE:

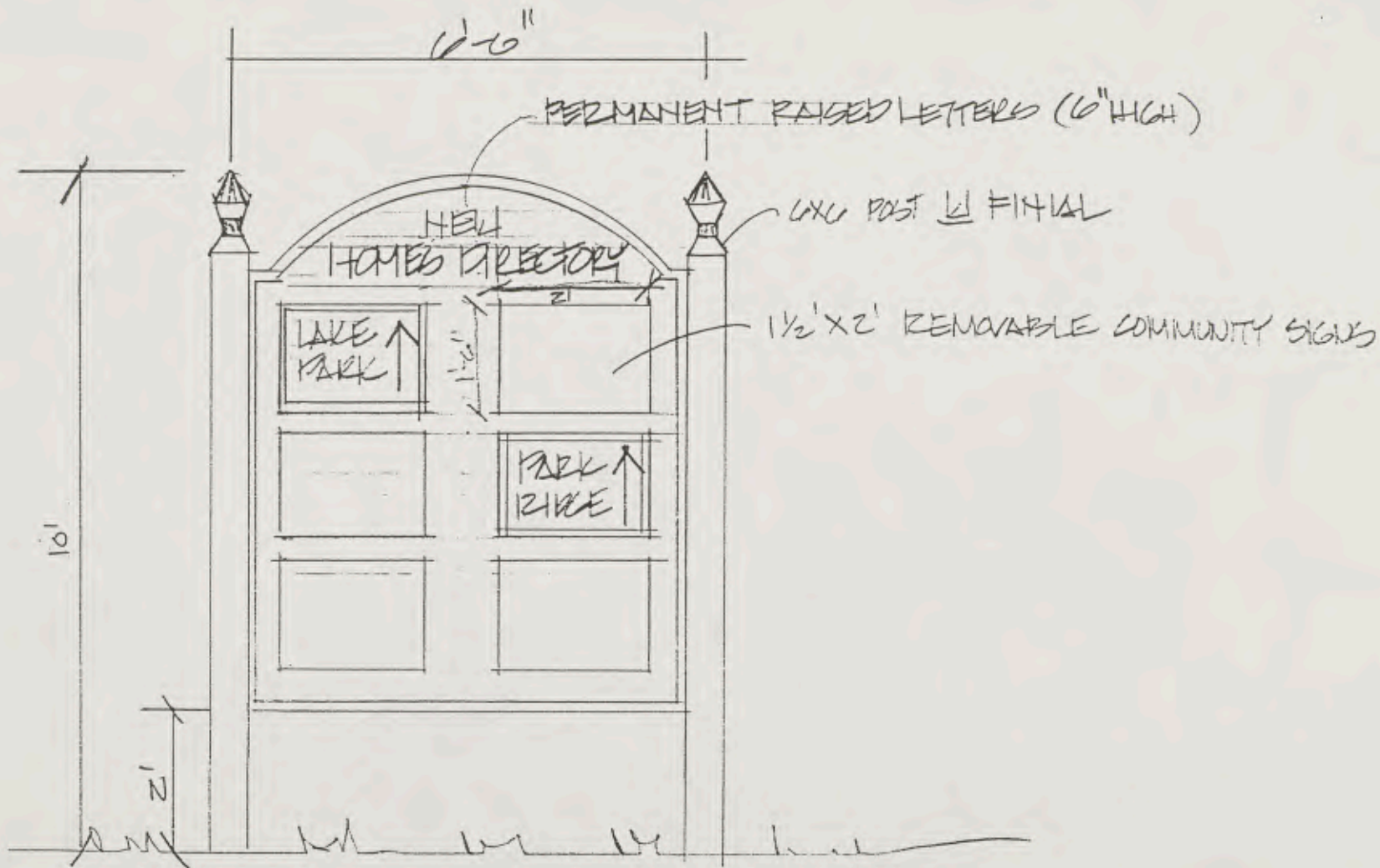
At the end of October, the city had total cash in operating accounts of \$31,363.73. This does not include money held in investments.

## INVESTMENTS:

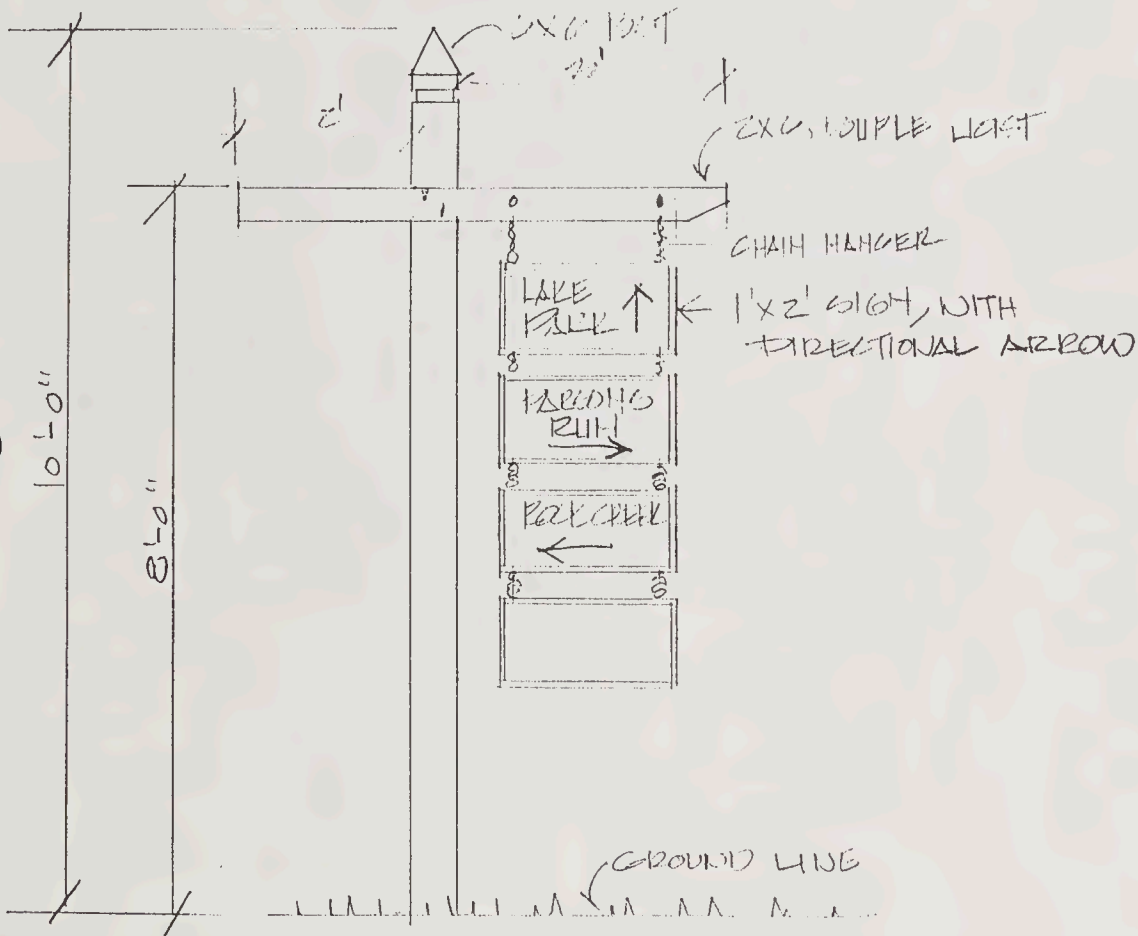
\$0.00 remain in our investment accounts at the end of October.

## CONSTRUCTION:

During October, the city spent \$12,261.24 for construction of the golf course and waste water treatment facility.



DIRECTIONAL SIGN THREE  
 1/2" = 1'-0"



DIRECTIONAL SIGN ONE

OCTOBER 1992

GENERAL SIGN ORDINANCE COMPARISONS

| TYPE OF SIGN                    | GWINNETT COUNTY | BUFORD  | SUGAR HILL | SUWANEE |
|---------------------------------|-----------------|---------|------------|---------|
| "A" Frame Sign                  | No              | No      | Yes        | No      |
| Animated Signs                  | No              | No      | No         | No      |
| Accessory Announcement Signs    | Yes Reg         | Yes Reg | Yes        | Yes     |
| Bank Instant Teller             | Yes Reg         | Yes Reg | N/A        | N/A     |
| Balloons                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Banners                         | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Billboards                      | Yes Reg         | No      | No         | No      |
| Canopy Signs                    | Yes Reg         | Yes Reg | N/A        | N/A     |
| Church Ground Signs             | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial Ground Signs         | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial/Industrial Entrance  | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Credit Card                     | Yes Reg         | Yes Reg | N/A        | Yes     |
| Farm Products                   | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Flags                           | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Flashing/Blinking               | No              | No      | No         | No      |
| Garage Sale                     | Yes Reg         | Yes     | No         | Yes     |
| Generic                         | Yes Reg         | Yes     | Yes        | Yes     |
| Home Occupation                 | No              | No      | No         | No      |
| Home Trespassing                | Yes             | Yes     | N/A        | Yes     |
| On-Site Directional             | Yes             | Yes     | Yes        | Yes     |
| Pennants                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Political Signs                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Portable Signs                  | No              | No      | No         | No      |
| Project Directional             | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Project Directory               | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Real Estate Excess 32 sq.ft.    | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Real Estate Less Than 32 sq.ft. | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Residential Entrance Signs      | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Roof Signs                      | No              | No      | N/A        | No      |
| S/D Directional                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Signs In R/W                    | No              | No      | No         | No      |
| Signs On Trees                  | No              | No      | No         | No      |
| Signs On Utility Poles          | No              | No      | No         | No      |
| Spotlights                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Spreader Bars                   | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Temporary Commercial Uses       | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Wall Signs                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Week-end Directional            | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |

YES - ORDINANCE EXISTS

YES REG - ORDINANCE WITH REGULATION

NO - NO ORDINANCE EXISTS

N/A - NOT ADDRESSED IN ORDINANCE

OCTOBER 1992

GENERAL SIGN ORDINANCE COMPARISONS

| TYPE OF SIGN                    | GWINNETT COUNTY | BUFORD  | SUGAR HILL | SUWANEE |
|---------------------------------|-----------------|---------|------------|---------|
| "A" Frame Sign                  | No              | No      | Yes        | No      |
| Animated Signs                  | No              | No      | No         | No      |
| Accessory Announcement Signs    | Yes Reg         | Yes Reg | Yes        | Yes     |
| Bank Instant Teller             | Yes Reg         | Yes Reg | N/A        | N/A     |
| Balloons                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Banners                         | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Billboards                      | Yes Reg         | No      | No         | No      |
| Canopy Signs                    | Yes Reg         | Yes Reg | N/A        | N/A     |
| Church Ground Signs             | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial Ground Signs         | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial/Industrial Entrance  | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Credit Card                     | Yes Reg         | Yes Reg | N/A        | Yes     |
| Farm Products                   | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Flags                           | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Flashing/Blinking               | No              | No      | No         | No      |
| Garage Sale                     | Yes Reg         | Yes     | No         | Yes     |
| Generic                         | Yes Reg         | Yes     | Yes        | Yes     |
| Home Occupation                 | No              | No      | No         | No      |
| Home Trespassing                | Yes             | Yes     | N/A        | Yes     |
| On-Site Directional             | Yes             | Yes     | Yes        | Yes     |
| Pennants                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Political Signs                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Portable Signs                  | No              | No      | No         | No      |
| Project Directional             | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Project Directory               | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Real Estate Excess 32 sq.ft.    | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Real Estate Less Than 32 sq.ft. | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Residential Entrance Signs      | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Roof Signs                      | No              | No      | N/A        | No      |
| S/D Directional                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Signs In R/W                    | No              | No      | No         | No      |
| Signs On Trees                  | No              | No      | No         | No      |
| Signs On Utility Poles          | No              | No      | No         | No      |
| Spotlights                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Spreader Bars                   | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Temporary Commercial Uses       | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Wall Signs                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Week-end Directional            | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |

YES - ORDINANCE EXISTS  
 YES REG - ORDINANCE WITH REGULATION  
 NO - NO ORDINANCE EXISTS  
 N/A - NOT ADDRESSED IN ORDINANCE



OCTOBER 1992

GENERAL SIGN ORDINANCE COMPARISONS

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|---------------------------------|-----------------|---------|------------|---------|
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| Bank Instant Teller             | Yes Reg         | Yes Reg | N/A        | N/A     |
| Balloons                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Banners                         | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Billboards                      | Yes Reg         | No      | No         | No      |
| Canopy Signs                    | Yes Reg         | Yes Reg | N/A        | N/A     |
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| Credit Card                     | Yes Reg         | Yes Reg | N/A        | Yes     |
| Farm Products                   | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Flags                           | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Flashing/Blinking               | No              | No      | No         | No      |
| Garage Sale                     | Yes Reg         | Yes     | No         | Yes     |
| Generic                         | Yes Reg         | Yes     | Yes        | Yes     |
| Home Occupation                 | No              | No      | No         | No      |
| No Trespassing                  | Yes             | Yes     | N/A        | Yes     |
| On-Site Directional             | Yes             | Yes     | Yes        | Yes     |
| Pennants                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Political Signs                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Portable Signs                  | No              | No      | No         | No      |
| Project Directional             | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Project Directory               | Yes Reg         | Yes Reg | N/A        | Yes Reg |
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| Real Estate Less Than 32 sq.ft. | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Residential Entrance Signs      | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Roof Signs                      | No              | No      | N/A        | No      |
| S/D Directional                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Signs In R/W                    | No              | No      | No         | No      |
| Signs On Trees                  | No              | No      | No         | No      |
| Signs On Utility Poles          | No              | No      | No         | No      |
| Spotlights                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Spreader Bars                   | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Temporary Commercial Uses       | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Wall Signs                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Week-end Directional            | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |

YES - ORDINANCE EXISTS  
 YES REG - ORDINANCE WITH REGULATION  
 NO - NO ORDINANCE EXISTS  
 N/A - NOT ADDRESSED IN ORDINANCE

OCTOBER 1992

GENERAL SIGN ORDINANCE COMPARISONS

| TYPE OF SIGN                    | GWINNETT COUNTY | BUFORD  | SUGAR HILL | SUWANEE |
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| Accessory Announcement Signs    | Yes Reg         | Yes Reg | Yes        | Yes     |
| Bank Instant Teller             | Yes Reg         | Yes Reg | N/A        | N/A     |
| Balloons                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Banners                         | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Billboards                      | Yes Reg         | No      | No         | No      |
| Canopy Signs                    | Yes Reg         | Yes Reg | N/A        | N/A     |
| Church Ground Signs             | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial Ground Signs         | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Commercial/Industrial Entrance  | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Credit Card                     | Yes Reg         | Yes Reg | N/A        | Yes     |
| Farm Products                   | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Flags                           | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Flashing/Blinking               | No              | No      | No         | No      |
| Garage Sale                     | Yes Reg         | Yes     | No         | Yes     |
| Generic                         | Yes Reg         | Yes     | Yes        | Yes     |
| Home Occupation                 | No              | No      | No         | No      |
| Motor Trespassing               | Yes             | Yes     | N/A        | Yes     |
| On-Site Directional             | Yes             | Yes     | Yes        | Yes     |
| Pennants                        | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Political Signs                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Portable Signs                  | No              | No      | No         | No      |
| Project Directional             | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Project Directory               | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Real Estate Excess 32 sq.ft.    | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Real Estate Less Than 32 sq.ft. | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Residential Entrance Signs      | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Roof Signs                      | No              | No      | N/A        | No      |
| S/D Directional                 | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |
| Signs In R/W                    | No              | No      | No         | No      |
| Signs On Trees                  | No              | No      | No         | No      |
| Signs On Utility Poles          | No              | No      | No         | No      |
| Spotlights                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Spreader Bars                   | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Temporary Commercial Uses       | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Wall Signs                      | Yes Reg         | Yes Reg | N/A        | Yes Reg |
| Week-end Directional            | Yes Reg         | Yes Reg | Yes Reg    | Yes Reg |

YES - ORDINANCE EXISTS  
 YES REG - ORDINANCE WITH REGULATION  
 NO - NO ORDINANCE EXISTS  
 N/A - NOT ADDRESSED IN ORDINANCE

## ORDINANCE

The Council of the City of Sugar Hill hereby ordains that the following ordinance is hereby adopted and shall be added to the "Code of Ordinances of the City of Sugar Hill, Georgia."

## NUISANCES

### SECTION 1. DEFINITION OF NUISANCES

The following conditions may be declared to be nuisances:

- (1) stagnant water on premises;
- (2) any dead or decaying matter, weeds or vegetation over 12 inches in height, any fruit, vegetable, animal or rodent, upon premises which is odorous or capable of causing disease or annoyance to the inhabitants of the city;
- (3) the generation of smoke or fumes in sufficient amount to cause odor or annoyance to the inhabitants of the city;
- (4) the pollution of public water;
- (5) maintaining a dangerous or diseased animal or fowl;
- (6) obstruction of a public street, highway or sidewalk without a permit;
- (7) loud or unusual noises which are <sup>detrimental</sup> determined or annoying to the public, including without limitation, unusual loud disturbances in or around churches or multiple-family complexes such as loud music and other activities in swimming pool and clubhouse areas;
- (8) all walls, trees and buildings that may endanger persons or property;
- (9) any business or building where illegal activities are habitually and commonly conducted in such a manner as to reasonably suggest that the owner or operator of the business or building was aware of the illegal activities and failed to reasonably attempt to prevent those activities;
- (10) unused iceboxes, refrigerators and the like unless the doors, latches or locks thereof are removed;
- (11) any trees, shrubbery or other plants or parts thereof, which obstruct clear, safe vision on roadways and intersections of the city; and

(12) any other condition constituting a nuisance under state law.

## SECTION 2. JURISDICTION TO TRY AND ABATE

The municipal court of Sugar Hill shall have full jurisdiction to try and dispose of all questions of nuisance affecting the public health or welfare, and shall also have jurisdiction to try and, in case of conviction, to punish persons failing to abate nuisances, as prescribed in section 6 of this code.

## SECTION 3. COMPLAINT OF NUISANCE; HEARING

(a) Any official or inhabitant of the city may direct a complaint of nuisance to the City Marshall, City Building Inspector or City Manager, who shall investigate or cause the complaint to be investigated, and may place the complaint on the municipal court docket for a hearing upon the basis of the investigation. The court after a summons to the party involved, shall hold a hearing thereon and upon finding that a nuisance does exist shall issue an order to the owner, agent in control, or tenant in possession, stating that a nuisance has been found to exist and that the nuisance must be abated within so many hours or days as the judge shall deem reasonable, having consideration for the nature of the nuisance and its effect on the public.

## SECTION 4. ABATEMENT BY CITY

(a) In any case where the owner, agent or tenant fails to abate the nuisance in the time specified, or where the owner, agent or tenant cannot be served with notice, or where the nature of the nuisance is such, in the opinion of the judge that it must be immediately abated, the judge may issue an order to the City Manager directing the nuisance to be abated. The City Manager in such case, shall keep record of the expenses and cost of abating same, and the costs shall be billed against the owner, agent or tenant for collection as city revenues.

(b) Other city employees shall assist the City Manager as directed or as necessary in abating nuisances hereunder.

## SECTION 5. NUISANCE PER SE. EXCEPTION; SUMMARY ABATEMENT

Nothing contained in this chapter shall prevent the mayor from summarily and without notice ordering the abatement of or abating any nuisance that is a nuisance per se in the law or where the case is an urgent one and the health and safety of the public or a portion thereof is in imminent danger.

SECTION 6. OFFENSE; PENALTY

It is hereby declared to be an offense for any owner, agent or tenant to maintain or allow a nuisance to exist. Each day a nuisance is continued shall constitute a separate offense.

Persons convicted of maintaining a nuisance shall be subject to a fine of not less than Twenty-five dollars (\$25.00) and not more than Five Hundred Dollars (\$500.00).

IT IS SO ORDAINED THIS \_\_\_\_\_ DAY OF NOVEMBER, 1992.

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

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

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

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

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

ATTEST:

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

APPROVED BY

\_\_\_\_\_  
MAYOR

This \_\_\_\_\_ day of \_\_\_\_\_, 1992.

Delivered to the Mayor \_\_\_\_\_

Received from Mayor \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CITY CLERK

THE 1993 BUDGET

FOR THE

CITY OF SUGAR HILL, GEORGIA

1993  
OFFICIALS OF  
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor  
Steven Bailey, Council Member  
Reuben Davis, Council Member  
Roger Everett, Council Member  
Thomas Morris, Sr. Council Member  
James Stanley, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager  
Sandra Richards, Director of Finance  
Wade Queen, Director of Golf  
Ken Crowe, Director of Planning  
and Development and Utilities

CITY CLERK

Judy L. Foster

Draft #2

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

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SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01-LEGISLATIVE**

**Service Statement**

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

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                 | GRADE   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------|---------|-------------------|-------------------|----------------------|
| Mayor           | Elected | 1                 | 1                 | 1                    |
| Council Members | Elected | 5                 | 5                 | 5                    |
| <b>TOTAL</b>    |         | <b>6</b>          | <b>6</b>          | <b>6</b>             |

SUGAR HILL CITY GOVERNMENT  
 SUGAR HILL, GEORGIA  
 BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - LEGISLATIVE

Summary by Category:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Mayor & Council Stipend  | \$8,100           | \$8,100           | \$8,100              |
| Mileage Allowance        | 2,500             | 2,500             | 2,500                |
| Council Meeting Supplies | 1,000             | 1,000             | 1,000                |
| Operation & Education    | 5,790             | 6,000             | 6,690                |
| GMA (Gwinnett) Meetings  | 400               | 525               | 550                  |
| <b>TOTAL</b>             | <b>\$17,790</b>   | <b>\$18,125</b>   | <b>\$18,840</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MUNICIPAL COURT

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Judge        | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

Summary by Category:

|                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-------------------|-------------------|----------------------|
| Personal Services | \$ 750            | \$ 100            | \$ 500               |
| <b>TOTAL</b>      | <b>\$ 750</b>     | <b>\$100</b>      | <b>\$ 500</b>        |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - CITY ATTORNEY

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Attorney     | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

Summary by Category:

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| Attorney Fees | \$12,500          | \$14,000          | \$14,000             |
| <b>TOTAL</b>  | <b>\$12,500</b>   | <b>\$14,000</b>   | <b>\$14,000</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - REGISTRAR SERVICES

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|                   | GRADE     | BUDGET<br>FY 1992 | ACTUAL,<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-----------|-------------------|--------------------|----------------------|
| Voter Registrar   | Appointed | 1                 | 1                  | 1                    |
| Deputy Registrars |           | 4                 | 4                  | 4                    |
| <b>TOTAL</b>      |           | <b>5</b>          | <b>5</b>           | <b>5</b>             |

Summary by Category:

|                    | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------|-------------------|-------------------|----------------------|
| Personnel Services | \$ 900            | \$ 900            | \$ 900               |
| Election Operation | -0-               | -0-               | 1,700                |
| <b>TOTAL</b>       | <b>\$ 900</b>     | <b>\$ 900</b>     | <b>\$2,600</b>       |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - APPOINTED CITY BOARDS & COMMITTEES

Service Statement

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

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

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

Summary by Category:

|                            | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------|-------------------|-------------------|----------------------|
| E.E. Robinson Park Funding | \$25,000          | \$25,000          | \$25,000             |
| Sugar Hill Festival        | \$ 1,500          | 1,500             | 1,500                |
| <b>TOTAL</b>               | <b>\$26,500</b>   | <b>\$26,500</b>   | <b>\$26,500</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - CITY MANAGER'S OFFICE**

**Service Statement**

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL,<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|--------------------|----------------------|
| City Manager | Appointed | 1                 | 1                  | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>           | <b>1</b>             |

**Summary by Category:**

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personnel Services    | \$57,632          | \$60,848          | \$62,424             |
| Vehicle Expense       | 1,000             | 1,400             | 700                  |
| Operation & Education | 2,110             | 2,000             | 2,110                |
| Dues                  | 618               | 600               | 618                  |
| <b>TOTAL</b>          | <b>\$61,360</b>   | <b>\$64,848</b>   | <b>\$65,852</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE & ADMINISTRATION

**Service Statement**

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions. Finance is responsible for all revenue collections, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council.

The City Clerks Office is responsible for Property tax billing, issuing business licenses, registering voters, and Annexation and Rezoning.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City li fa's on delinquent tax accounts; publishes a monthly newsletter to all residents of the City; is the City's official keeper of all City records.

**Goals and Objectives:**

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



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE, ADMINISTRATION & CLERKS OFFICE

Authorized Positions:

|                        | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------|-------------------|-------------------|----------------------|
| City Clerk             | 1                 | 1                 | 1                    |
| Finance Director       | 1                 | 1                 | 1                    |
| Accounts Payable Clerk | 1                 | 1                 | 1                    |
| Clerk/Cashier          | 2                 | 2                 | 0                    |
| Postal Clerk           | 1                 | 1                 | 1                    |
| Utility Billing Clerk  | 1                 | 1                 | 0                    |
| Deputy City Clerk      | 0                 | 0                 | 1                    |
| <b>TOTAL</b>           | <b>7</b>          | <b>7</b>          | <b>5</b>             |

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| Personal Services            | \$184,067         | \$189,360         | \$151,657            |
| City Marshall                | 0                 | 0                 | 18,000               |
| Audit Services               | 8,700             | 8,700             | 9,200                |
| Supplies & Materials         | 11,000            | 13,000            | 15,500               |
| Equipment Operation & Maint. | 12,500            | 30,000            | 31,800               |
| Dues                         | 4,844             | 4,900             | 4,979                |
| Operation & Education        | 3,600             | 4,000             | 4,010                |
| Mileage                      | 150               | 200               | 750                  |
| Postage                      | 10,100            | 10,000            | 11,000               |
| Shortage/Overage             | 0                 | <450>             | 0                    |
| Bank Charges                 | 250               | 2,000             | 2,000                |
| Consultants Fees             | 4,000             | 7,000             | 8,000                |
| Workers Comp Insurance       | 24,000            | 35,000            | 40,000               |
| Legal Advertising            | 500               | 1,300             | 1,500                |
| <b>TOTAL</b>                 | <b>\$263,711</b>  | <b>\$305,010</b>  | <b>\$298,396</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - BUILDING INSPECTIONS

Service Statement

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

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

Goals and Objectives:

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

Authorized Positions:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Chief Building Inspector | 1                 | 1                 | 1                    |
| Building Inspector       | 1                 | 1                 | 1                    |
| Administrative Clerk     | 1                 | 1                 | 1                    |
| <b>TOTAL</b>             | <b>3</b>          | <b>3</b>          | <b>3</b>             |

Summary by Category:

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personal Services     | \$ 79,170         | \$83,023          | \$93,672             |
| Supplies              | 2,000             | 3,532             | 1,000                |
| Vehicle Maint.        | 1,500             | 1,015             | 1,080                |
| Operation & Education | 1,000             | 2,000             | 2,500                |
| Miscellaneous         | 500               | 130               | 500                  |
| Uniforms              | 350               | 300               | 500                  |
| Office Equip          | 0                 | 0                 | 5,000                |
| Bldg. Maint           | 0                 | 4,800             | 800                  |
| <b>TOTAL</b>          | <b>\$ 84,520</b>  | <b>\$94,800</b>   | <b>\$105,052</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - PRISON DETAIL

Service Statement

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

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

Authorized Positions:

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| City Marshall | 0                 | 0                 | 1                    |
| Prison Guard  | 1                 | 1                 | 1                    |
| Prison Detail | 10                | 10                | 10                   |
| <b>TOTAL</b>  | <b>11</b>         | <b>11</b>         | <b>12</b>            |

Summary by Category:

|                      | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------|-------------------|-------------------|----------------------|
| Prison Guard         | \$ 23,000         | \$23,000          | 23,000               |
| Tools & Equipment    | 1,500             | 175               | 500                  |
| Equipment Repair     | 1,500             | 200               | 500                  |
| Prison Bus Maint.    | 2,000             | 650               | 725                  |
| Marshall Veh. Maint. | 0                 | 0                 | 500                  |
| <b>TOTAL</b>         | <b>\$ 28,000</b>  | <b>\$24,025</b>   | <b>\$ 25,225</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - PUBLIC LANDS AND BUILDINGS

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

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

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house and Utility Barn on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall
- 6) 44 Acres as leased landfill on Appling Rd
- 7) 268 acre Sewer Treatment Facility and Golf Course on Suwanee Dam Rd

Summary by Category:

|                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------|-------------------|-------------------|----------------------|
| Repair & Maintenance      |                   |                   |                      |
| Highway 20 Rental         | 500               | 300               | 500                  |
| Hillcrest Rental          | 250               | 650               | 750                  |
| City Hall                 | 2,000             | 1,200             | 2,000                |
| Community Center          | 500               | 750               | 1,000                |
| Utilities                 |                   |                   |                      |
| City Hall                 | 4,500             | 4,500             | 5,000                |
| Insp Office               | 0                 | 250               | 2,000                |
| Hillcrest Rental          | 0                 | 700               | 1,000                |
| Community Center          | 2,000             | 1,800             | 2,500                |
| Property & Liability Ins. | 45,000            | 73,000            | 85,000               |
| <b>TOTAL</b>              | <b>\$ 54,750</b>  | <b>\$ 83,150</b>  | <b>\$ 99,750</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MISCELLANEOUS

Summary by Category:

|                                  | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------|-------------------|-------------------|----------------------|
| Coffee & Vending Service         | \$ 700            | 1,200             | 1,500                |
| Radio Equipment                  | 1,400             | 2,500             | 2,500                |
| Radio Equipment Maint.           | 1,680             | 250               | 500                  |
| Radio Transmitting Fee           | 1,248             | 750               | 1,000                |
| Janitorial Supplies              | 1,000             | 1,500             | 1,500                |
| Janitorial Fee                   | 3,500             | 3,500             | 3,500                |
| Pager Service                    | 0                 | 2,000             | 2,000                |
| Telephone                        | 7,000             | 5,000             | 7,000                |
| Answering Service                | 2,000             | 1,500             | 2,000                |
| Miscellaneous                    | 2,500             | 4,500             | 3,000                |
| Vehicle Gas & Oil (consolidated) | 18,672            | 18,500            | 20,000               |
| <b>TOTAL</b>                     | <b>\$ 39,700</b>  | <b>\$41,200</b>   | <b>\$44,500</b>      |

**GENERAL FUND - EXPENDITURES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | 173,563           | 236,166           | 228,852           | 210,350              |
| 40300 Deferred Comp.          | 5,060             | 4,800             | 5,712             | 10,560               |
| 40500 Bonuses                 | 3,123             | 6,702             | 6,700             | 6,724                |
| 40600 Employer FICA           | 18,439            | 17,301            | 19,020            | 16,780               |
| 40800 SUTA                    | 1,523             | 1,617             | 1,944             | 1,224                |
| 40900 Retirement              | 8,448             | 12,576            | 11,136            | 11,219               |
| 41000 Group Insurance         | 34,423            | 51,704            | 42,372            | 50,896               |
| 41100 GMA(Gwinnett)           | 571               | 400               | 525               | 550                  |
| 41200 Training & Travel       | 9,941             | 13,070            | 14,000            | 15,310               |
| 41300 City Marshall           | 0                 | 0                 | 0                 | 18,000               |
| 42000 Mayor & Council Stipend | 4,050             | 8,100             | 8,100             | 8,100                |
| 42400 Registrar Services      | 525               | 900               | 900               | 900                  |
| 42600 City Election           | 1,637             | 0                 | 0                 | 1,700                |
| 42800 Coffee & Vending        | 1,445             | 700               | 1,200             | 1,500                |
| 42900 Mileage Allowance       | 3,053             | 2,650             | 2,700             | 3,250                |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR THE 1993 GENERAL FUND BUDGET**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Property Tax-Current    | 170,249           | 252,000           | 232,858           | 279,430              |
| 30200 Property Tax-Prior      | 61,118            | 35,000            | 89,000            | 58,215               |
| 30300 FIFA, Penalties & Int   | 70                | 200               | 2,500             | 3,000                |
| 30800 Intangible Tax          | 4,630             | 3,000             | 3,000             | 3,000                |
| 31200 Ad Valorem Tax          | 40,147            | 40,000            | 45,000            | 45,000               |
| 32100 Georgia Power Tax       | 99,578            | 100,000           | 100,675           | 100,000              |
| 32200 Southern Bell Tax       | 17,706            | 18,000            | 23,043            | 25,000               |
| 32300 Cable TV Tax            | 11,100            | 11,000            | 12,413            | 12,000               |
| 32600 Insurance Premium Tax   | 137,045           | 70,000            | 83,000            | 85,000               |
| 33100 Real Estate Tax         | 2,756             | 3,000             | 3,500             | 3,500                |
| 33200 Beer and Wine Tax       | 17,653            | 15,000            | 15,000            | 15,000               |
| 35000 Business License Fees   | 41,441            | 42,000            | 40,000            | 42,000               |
| 35200 Rezoning & Annex. Fees  | 4,150             | 2,750             | 4,200             | 3,500                |
| 35300 Qualifying Fees         | 288               | 0                 | 0                 | 216                  |
| 35400 Service Charge          | 1,030             | 1,000             | 2,200             | 2,500                |
| 35700 Yard Sale Permits       | 245               | 150               | 155               | 200                  |
| 35800 Marshall/Court Fines    | 1,385             | 1,400             | 0                 | 500                  |
| 36000 Interest Earned         | 55,991            | 10,000            | 9,000             | 10,000               |
| 37100 Highway 20 Rent         | 2,600             | 4,800             | 4,800             | 4,800                |
| 37400 Sale of Maps,Ords, Etc. | 642               | 400               | 350               | 400                  |
| 37500 Sale of Assets          | 5,700             | 2,000             | 3,200             | 2,000                |

GENERAL FUND - EXPENDITURES, Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 47700 Shortage/Overage      | -139              | 0                 | <450>             | 0                    |
| 47800 Bank Charges          | 204               | 250               | 2,000             | 2,000                |
| 48200 Sugar Hill Festival   | 2,370             | 1,500             | 1,500             | 1,500                |
| 48300 Answering Service     | 1,932             | 2,000             | 1,500             | 2,000                |
| 48400 Pager Service         | 0                 | 0                 | 2,000             | 2,000                |
| 48500 Telephone             | 5,863             | 7,000             | 5,000             | 7,000                |
| 48600 C.D.B.G Expense       | 20,291            | 50,000            | 10,620            | 45,000               |
| 48800 City Park Funding     | 27,500            | 25,000            | 25,000            | 25,000               |
| 49000 Prison Guard          | 20,648            | 23,000            | 23,000            | 23,000               |
| 49200 Prison Tools, Etc.    | 594               | 1,500             | 175               | 500                  |
| 49400 Prison Equip Maint.   | 745               | 1,500             | 200               | 500                  |
| 50000 Veh. #207 Bus Maint   | 1,996             | 2,000             | 650               | 725                  |
| 52500 Miscellaneous         | 5,940             | 2,500             | 4,500             | 3,000                |
| 52600 Council Meeting Supp  | 609               | 1,000             | 1,000             | 1,000                |
| 53000 Janitorial Supplies   | 1,387             | 1,000             | 1,500             | 1,500                |
| 53100 Janitorial Fee        | 1,654             | 3,500             | 3,500             | 3,500                |
| 55000 Inspection Expenses   |                   |                   |                   |                      |
| 400 Bldg. Maint             | 446               | 500               | 4,800             | 800                  |
| 100 Uniforms                | 359               | 350               | 300               | 500                  |
| 56500 Supplies              | 667               | 1,000             | 3,532             | 1,000                |
| 57000 Veh. #211 Maint.      | 418               | 1,000             | 950               | 550                  |
| 58000 Veh. #218 Maint.      | 390               | 500               | 65                | 530                  |
| 58200 Computer Equip & Soft | 0                 | 0                 | 0                 | 5,000                |
| 59000 Inspection Misc       | 107               | 500               | 130               | 500                  |
| <b>TOTALS</b>               | <b>\$529,593</b>  | <b>\$643,548</b>  | <b>\$659,833</b>  | <b>\$736,965</b>     |

### ENTERPRISE FUNDS

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



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 02 - SANITATION FUND

Service Statement

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

Goals and Objectives:

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

Summary by Category:

|                                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------------------|-------------------|-------------------|----------------------|
| <b><u>SANITATION REVENUES</u></b> |                   |                   |                      |
| Sanitation Revenues               | \$195,000         | 234,864           | \$243,684            |
| Tipping Fees                      | 5,250             | 1,740             | 5,000                |
| Lease Payments                    | 22,080            | 22,080            | 22,080               |
| Miscellaneous                     | 100               | 50                | 100                  |
| <b>TOTAL REVENUES</b>             | <b>\$222,430</b>  | <b>\$258,734</b>  | <b>\$270,864</b>     |
| <b><u>SANITATION EXPENSES</u></b> |                   |                   |                      |
| Subsidy                           | \$ 20,000         | 19,500            | 20,573               |
| Commercial Sanitation             | 58,000            | 63,987            | 67,506               |
| Multi-Family                      | 10,000            | 11,779            | 12,427               |
| Residential                       | 115,080           | 176,127           | 186,589              |
| Vehicle #204 Maint.               | 2,000             | 3,200             | 800                  |
| Vehicle #218 Maint.               | 1,500             | 1,200             | 650                  |
| Miscellaneous                     | 1,000             | 0                 | 500                  |
| <b>TOTAL EXPENSES</b>             | <b>\$207,580</b>  | <b>\$275,793</b>  | <b>\$289,045</b>     |

\*The average of new customers over the past five years is 207.  
The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 03 - GAS FUND

Summary by Category:

|                            | BUDGET<br>FY 1992  | ACTUAL<br>FY 1992  | REQUESTED<br>FY 1993 |
|----------------------------|--------------------|--------------------|----------------------|
| <b><u>GAS REVENUES</u></b> |                    |                    |                      |
| Gas Revenue - Sales        | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| Gas Tap Fees               | 30,000             | 25,000             | 20,650               |
| Gas Meter Sales            | 5,000              | 6,000              | 5,900                |
| Extended Gas Line          | 1,000              | 225                | 500                  |
| Cut Gas Line Penalty       | 500                | 0                  | 500                  |
| Miscellaneous              | 500                | 0                  | 500                  |
| <b>TOTAL GAS REVENUES</b>  | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |
| <br>                       |                    |                    |                      |
| <b><u>GAS EXPENSES</u></b> |                    |                    |                      |
| Personal Services          | \$ 144,736         | 148,024            | 166,631              |
| Gas Purchase               | 987,347            | 700,000            | 1,110,000            |
| Operation, Maint, Educ.    | 72,450             | 117,070            | 282,845              |
| Supplies & Materials       | 90,500             | 67,000             | 93,500               |
| <b>TOTAL EXPENSES</b>      | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,652,976</b>   |

\*The average of new customers over the past five years is 220.

The number to calculate gas revenue, tap fees, and meter sales is 118 new customers.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 04 - WATER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>WATER REVENUES</u></b> |                   |                   |                      |
| Water Sales                  | 631,212           | 540,231           | 620,000              |
| Water Tap Fees               | 80,500            | 50,000            | 42,250               |
| Water Meter Sales            | 7,000             | 4,500             | 3,250                |
| Water Backflow Sales         | 3,500             | 2,500             | 1,625                |
| Cut Line Penalties           | 1,000             | 0                 | 1,000                |
| Miscellaneous                | 500               | 1,400             | 500                  |
| <b>TOTAL REVENUES</b>        | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$670,250</b>     |
| <b><u>WATER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | 318,473           | 247,148           | 351,737              |
| Water Purchases              | 301,775           | 232,767           | 289,403              |
| Operating, Maint & Educ.     | 22,500            | 24,770            | 38,983               |
| Debt Service/'74 G.O Bond    | 10,100            | 2,703             | 5,100                |
| Supplies & Materials         | 36,000            | 31,698            | 62,000               |
| <b>TOTAL EXPENSES</b>        | <b>\$ 688,848</b> | <b>\$ 539,086</b> | <b>\$ 747,223</b>    |

\*The number to calculate water sales is 2230 customers total (65 new customers in 1993) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 65 new services.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 05 - STREET AND BRIDGE

Summary by Category:

|                                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------------------------------|-------------------|-------------------|----------------------|
| <b><u>STREET &amp; BRIDGE REVENUE</u></b> |                   |                   |                      |
| Subdivision Sign Permits                  | 500               | 650               | 700                  |
| Subdivision Sign Sales                    | 500               | 700               | 700                  |
| Street Sign Sales                         | 1,000             | 300               | 500                  |
| Street Light Revenue                      | 6,500             | 6,800             | 7,080                |
| County Paving Tax                         | 70,000            | 59,000            | 55,000               |
| Storm Water Program                       | 0                 | 0                 | 12,500               |
| <b>TOTAL REVENUES</b>                     | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$76,480</b>      |

**STREET & BRIDGE EXPENSES**

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| Personal Services       | \$ 51,362        | 74,291           | 104,916          |
| Operating & Maintenance | 122,350          | 74,671           | 120,100          |
| Supplies & Materials    | 6,500            | 7,460            | 30,050           |
| <b>TOTAL EXPENSES</b>   | <b>\$180,212</b> | <b>\$156,422</b> | <b>\$255,066</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 06 - SEWER FUND

Summary by Category:

|                                  | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------|-------------------|-------------------|----------------------|
| <b><u>SEWER REVENUES</u></b>     |                   |                   |                      |
| Sewer Revenue                    | \$224,747         | 313,459           | \$ 291,803           |
| Sewer Impact Fees                | 500,000           | 150,000           | 375,000              |
| Sewer Inspections                | 2,500             | 3,500             | 5,000                |
| Construction Fund Interest       | 12,000            | 10,000            | 10,000               |
| Miscellaneous                    | 0                 | 0                 | 0                    |
| <b>TOTAL REVENUES</b>            | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$681,803</b>     |
| <br><b><u>SEWER EXPENSES</u></b> |                   |                   |                      |
| Personal Services                | \$ 25,622         | 30,045            | 44,422               |
| Sewer Charges                    | 150,000           | 128,419           | 102,000              |
| Operation, Maint. & Educ.        | 86,150            | 58,540            | 69,428               |
| Supplies & Materials             | 11,000            | 4,800             | 24,000               |
| Debt Service/'74 GO Bond         | 10,100            | 2,073             | 5,100                |
| Debt Service/'89 Rev Bond        | 317,082           | 317,082           | 314,978              |
| <b>TOTAL EXPENSES</b>            | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$559,928</b>     |

The number of customers used to calculate sewer revenue is 65 using 200 gallons per day at current rates.

\* Sewer Impact fees were calculated using 150 new tap-ons at a fee of \$2,500 each.

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 65% of the total \$484,582 in interest expense. The remaining 35% is appropriated in the golf course section.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 07 - GOLF COURSE FUND

Summary by Category:

|                                 | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------------|-------------------|-------------------|----------------------|
| <u>GOLF COURSE REVENUES</u>     |                   |                   |                      |
| Green Fees and Cart             |                   | 236,500           | \$975,082            |
| Pro Shop                        |                   | 10,500            | 39,000               |
| Snack Bar                       |                   | 11,000            | 11,700               |
| Driving Range                   |                   | 0                 | 32,400               |
| Resident Cards                  |                   | 1,100             | 500                  |
| Tournament Fees                 |                   | 4,500             |                      |
| Miscellaneous                   |                   | 300               | 500                  |
| <b>TOTAL REVENUE</b>            | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,059,182</b>   |
| <br><u>GOLF COURSE EXPENSES</u> |                   |                   |                      |
| Personal Services               | \$308,685         | 309,660           | 405,802              |
| Inventories                     | 0                 | 0                 | 37,800               |
| Operation, Maint. & Educ.       | 131,242           | 107,480           | 210,519              |
| Supplies & Materials            | 141,577           | 79,000            | 89,000               |
| **Debt Service/'89 Rev Bond     | 170,736           | 170,736           | 169,604              |
| <b>TOTAL EXPENSES</b>           | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$912,725</b>     |

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 35% of the total \$484,582 in interest expense. The remaining 65% is appropriated in the Sewer Fund section.

THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR  
THE 1993 ENTERPRISE FUNDS BUDGET

**SANITATION FUND - REVENUES**

|                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sanitation Sales | 204,221           | 195,000           | 234,864           | 243,684              |
| 31600 Tipping Fees     | 1,908             | 5,250             | 1,740             | 5,000                |
| 31800 Lease Payments   | 22,080            | 22,080            | 22,080            | 22,080               |
| 32500 Miscellaneous    | 0                 | 100               | 50                | 100                  |
| <b>TOTALS</b>          | <b>228,209</b>    | <b>\$ 222,430</b> | <b>\$258,734</b>  | <b>\$270,864</b>     |

**SANITATION FUND - EXPENSES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 44500 Subsidy            | \$14,259          | \$ 20,000         | 19,500            | \$ 20,573            |
| 45000 Commercial         | 56,210            | 58,000            | 63,987            | 67,506               |
| 46000 Multi-Family       | 9,859             | 10,000            | 11,779            | 12,427               |
| 47000 Residential        | 149,524           | 115,080           | 176,127           | 186,589              |
| 47000 Gas Dump Maint.    | 2,519             | 2,000             | 3,200             | 800                  |
| 48000 Diesel Dump Maint. | 507               | 1,500             | 1,200             | 650                  |
| 91500 Miscellaneous      | 0                 | 1,000             | 0                 | 500                  |
| <b>TOTALS</b>            | <b>232,878</b>    | <b>\$ 207,580</b> | <b>\$275,793</b>  | <b>\$289,045</b>     |



GAS FUND - EXPENSES, Cont'd

|                              | Actual<br>FY 1991 | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|------------------------------|-------------------|--------------------|--------------------|----------------------|
| 47500 Radio Transmitting Fee | 510               | 1,000              | 750                | 1,000                |
| 47600 Radio Maint. Fee       | 350               | 1,000              | 500                | 750                  |
| 47700 Cathodic Protection    | 7,644             | 5,000              | 5,000              | 13,000               |
| 47900 Gas Leak Cont. Service | 6,695             | 5,000              | 3,500              | 5,000                |
| 49000 Other Contract Service | 1,304             | 1,500              | 8,500              | 5,000                |
| 50000 Veh. #202 Maint.       | 445               | 500                | 700                | 530                  |
| 51000 Veh. #205 Maint.       | 1,222             | 1,000              | 450                | 800                  |
| 51300 Veh. #206 Maint.       | 315               | 500                | 250                | 800                  |
| 51400 Veh. #203 Maint. (1/2) |                   |                    | 0                  | 265                  |
| 52000 #3 Price Rd GBED       | 5,126             | 1,200              | 1,200              | 1,200                |
| 52100 #1 Davis Street        | 152               | 250                | 0                  | 250                  |
| 52200 #2 Whitehead Rd        | 1,103             | 1,000              | 850                | 1,000                |
| 52300 #4 Border St Gbed      | 0                 | 1,000              | 450                | 1,000                |
| 52350 #5 Hwy 20 (Church)     | 0                 | 0                  | 0                  | 5,000                |
| 52360 #6 Hwy 20 (River)      | 0                 | 0                  | 0                  | 2,000                |
| 500 Transco Meter Phone      | 365               | 300                | 300                | 5,000                |
| 59600 Cut Lines              | 1,438             | 1,500              | 300                | 1,500                |
| 70000 Miscellaneous          | 1,088             | 1,000              | 1,600              | 1,000                |
| <b>TOTALS</b>                | <b>\$ 963,215</b> | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,652,976</b>   |

WATER FUND - REVENUES

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Water Sales         | 454,075           | 631,212           | 540,231           | 620,000              |
| 30500 Water Tap Fee       | 125,075           | 80,500            | 50,000            | 43,875               |
| 31000 Water Meter Sales   | 11,960            | 7,000             | 4,500             | 3,250                |
| 31500 Water Backflow Fees | 4,776             | 3,500             | 2,500             | 1,625                |
| 32000 Cut Line Penalties  | 0                 | 1,000             | 0                 | 1,000                |
| 32500 Miscellaneous       | 104               | 500               | 1,400             | 500                  |
| <b>TOTALS</b>             | <b>\$595,990</b>  | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$670,250</b>     |

WATER FUND - EXPENSES

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | 168,877           | 228,030           | 170,000           | 235,368              |
| 40500 Bonuses                 | 2,794             | 3,448             | 3,448             | 4,488                |
| 40600 Employer FICA           | 12,924            | 17,444            | 18,000            | 18,006               |
| 40800 SUTA                    | 1,393             | 1,839             | 1,200             | 1,904                |
| 40900 Retirement              | 5,320             | 10,316            | 4,500             | 12,767               |
| 41000 Group Insurance         | 36,012            | 57,396            | 50,000            | 79,084               |
| 41100 Uniforms                | 673               | 500               | 350               | 500                  |
| 42000 Training & Travel       | 1,307             | 1,500             | 1,800             | 1,500                |
| 42200 Water Meter Purchase    | 9,286             | 6,000             | 1,500             | 6,000                |
| 42400 Backflow Preventor      | 3,190             | 3,000             | 250               | 2,500                |
| 43100 Water Tank Meter #1     | 221,486           | 240,000           | 200,000           | 235,400              |
| 43200 P.I.B Meter #2          | 32,694            | 35,000            | 7,692             | 21,400               |
| 43300 Davis St Meter #3       | 75                | 75                | 75                | 75                   |
| 43400 Whitehead Rd Meter #4   | 4,128             | 4,700             | 8,500             | 9,095                |
| 43500 Hilltop Meter #5        | 2,334             | 2,600             | 3,000             | 3,424                |
| 43600 Pinedale Meter #6       | 2,442             | 1,750             | 6,500             | 8,774                |
| 43700 West Price Meter #7     | 9,689             | 10,100            | 9,000             | 11,235               |
| 44100 Utility Locate Fax/Dues | 315               | 1,000             | 450               | 750                  |
| 44300 Radio Maint. Fee        | 350               | 1,000             | 450               | 750                  |
| 44400 Radio Transmitting Fee  | 510               | 1,000             | 700               | 1,000                |
| 44500 Equipment Purchase      | 1,729             | 2,000             | 1,500             | 30,000               |
| 44700 Equipment Maint.        | 3,449             | 2,000             | 2,500             | 5,800                |
| 44900 Tool Rental             | 621               | 1,000             | 1,000             | 1,000                |
| 45000 Pipe & Fittings         | 23,622            | 20,000            | 8,500             | 17,000               |
| 45100 PIB Pump Util           | 2,721             | 3,200             | 4,000             | 4,000                |
| 45200 Water Tank Maint.       | 3,629             | 1,000             | 350               | 4,000                |

WATER FUND - EXPENSES - Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 45400 Contract Services     | 1,777             | 2,000             | 375               | 1,000                |
| 45500 Mechanics Supply      | 1,263             | 500               | 2,500             | 3,000                |
| 45600 Office Supplies (1/2) | 0                 | 0                 | 0                 | 500                  |
| 56000 Vehicle Purchase      | 0                 | 0                 | 17,698            | 12,000               |
| 56100 '74 GO Bond Interest  | 0                 | 10,000            | 2,703             | 5,000                |
| 56200 '74 GO Bond Agent Fee | 0                 | 100               | 0                 | 100                  |
| 56300 Veh. #217 Maint.      | 0                 | 0                 | 300               | 300                  |
| 56500 Supplies              | 2,955             | 1,500             | 3,000             | 2,000                |
| 56600 Consultants Fees      | 3,464             | 2,000             | 0                 | 1,500                |
| 56700 Veh. #215 Maint.      | 365               | 1,000             | 250               | 530                  |
| 57000 Veh. #214 Maint.      | 802               | 1,000             | 250               | 530                  |
| 57100 Veh. #204 Maint.      | 0                 | 0                 | 500               | 530                  |
| 57500 Veh. #209 Maint       | 1,876             | 1,500             | 1,400             | 800                  |
| 58000 Veh. #212 Maint.      | 570               | 1,000             | 750               | 550                  |
| 58500 Veh. #216 Maint.      | 1,194             | 1,000             | 2,100             | 750                  |
| 58600 Veh. #203 Maint.      | 0                 | 0                 | 0                 | 265                  |
| 59000 Cut Lines             | 1,438             | 1,500             | 200               | 750                  |
| 59100 Water Assoc. Dues     | 155               | 300               | 120               | 300                  |
| 59000 Miscellaneous         | 340               | 1,000             | 1,600             | 1,000                |
| <b>TOTALS</b>               | <b>\$568,576</b>  | <b>\$688,848</b>  | <b>\$539,086</b>  | <b>\$747,223</b>     |

**STREET AND BRIDGE FUND - REVENUES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30300 County Paving Tax       | 67,749            | 70,000            | 59,000            | 55,000               |
| 30500 Subdivision Sign Permit | 1,075             | 500               | 650               | 700                  |
| 30600 Subdivision Sign Sales  | 197               | 500               | 700               | 700                  |
| 31000 Street Sign Sales       | 0                 | 1,000             | 300               | 500                  |
| 31100 Street Light Revenue    | 5,661             | 6,500             | 6,800             | 7,080                |
| 31200 Storm Water Program     | 0                 | 0                 | 0                 | 12,500               |
| <b>TOTALS</b>                 | <b>\$78,310</b>   | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$76,480</b>      |

**STREET AND BRIDGE FUND - EXPENSES**

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages     | 33,761            | 37,399            | 62,791            | 72,112               |
| 40500 Bonuses              | 355               | 255               | 350               | 1,294                |
| 40800 Employer FICA        | 2,582             | 2,861             | 4,500             | 5,517                |
| 40800 SUTA                 | 258               | 441               | 500               | 680                  |
| 40900 Retirement           | 314               | 1,298             | 650               | 2,701                |
| 41000 Group Insurance      | 4,128             | 9,108             | 5,500             | 22,612               |
| 41100 Street Patching      | 5,653             | 70,000            | 27,000            | 55,000               |
| 41200 Gravel               | 415               | 3,000             | 1,200             | 5,000                |
| 41300 Street Signs & Posts | 2,710             | 3,000             | 3,000             | 3,500                |
| 41400 Street Lights        | 37,691            | 43,500            | 42,771            | 43,500               |
| 41500 Traffic Lights       | 565               | 1,000             | 450               | 750                  |
| 41600 Uniforms             | 164               | 200               | 0                 | 300                  |
| 41800 Chemicals            | 657               | 3,000             | 0                 | 1,500                |
| 42000 Equipment Purchase   | 16,174            | 2,000             | 3,660             | 5,000                |
| 42200 Equip Maint.         | 0                 | 0                 | 1,500             | 2,000                |
| 42300 Equip Rental         | 0                 | 0                 | 0                 | 15,000               |
| 42400 Supplies             | 1,773             | 1,500             | 750               | 1,500                |
| 42500 Van Maint.           | 214               | 1,000             | 1,000             | 550                  |
| 43000 Subdivision Signs    | 324               | 150               | 50                | 50                   |
| 43100 Drainage Control     | 0                 | 0                 | 0                 | 2,000                |
| 43200 Storm Water Program  | 0                 | 0                 | 0                 | 12,500               |
| 43500 Contract Services    | 0                 | 0                 | 250               | 1,500                |
| 44900 Miscellaneous        | 0                 | 500               | 500               | 500                  |
| <b>TOTALS</b>              | <b>\$107,738</b>  | <b>\$180,212</b>  | <b>\$156,422</b>  | <b>\$255,066</b>     |

**SEWER FUND - REVENUES**

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sewer Revenue         | \$263,455         | \$224,747         | \$313,459         | \$ 291,803           |
| 30600 Sewer Impact Fees     | 670,191           | 500,000           | 150,000           | 375,000              |
| 31000 Sewer Inspection Fees | 13,630            | 2,500             | 3,500             | 5,000                |
| 31200 Interest/Const. Funds | 24,751            | 12,000            | 10,000            | 10,000               |
| 31500 Miscellaneous         | 542               | 0                 | 0                 | 0                    |
| <b>TOTALS</b>               | <b>\$972,569</b>  | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$ 681,803</b>    |

**SEWER FUND - EXPENSES**

|                              | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages         | \$ 21,002         | \$ 18,171         | 22,457            | 31,220               |
| 40300 Deferred Compensation  | 0                 | 0                 | 540               | 720                  |
| 40500 Bonuses                | 210               | 270               | 270               | 225                  |
| 40600 Employer FICA          | 1,624             | 1,390             | 2,117             | 2,388                |
| 40800 SUTA                   | 116               | 147               | 200               | 272                  |
| 40900 Retirement             | 1,052             | 1,090             | 673               | 1,124                |
| 41000 Group Insurance        | 4,227             | 4,554             | 4,268             | 8,473                |
| 41100 Uniforms               | 209               | 500               | 0                 | 500                  |
| 41200 Veh. #208 Maint        | 868               | 1,500             | 1,300             | 540                  |
| 42000 Training & Travel      | 762               | 1,500             | 1,100             | 2,000                |
| 42200 Equipment Purchase     | 45                | 2,000             | 2,500             | 12,000               |
| 42400 Equipment Maint.       | 0                 | 1,000             | 505               | 2,000                |
| 42500 Chemicals              | 2,040             | 3,000             | 1,500             | 3,000                |
| 42600 Pipe & Fittings        | 2,018             | 2,000             | 500               | 2,000                |
| 42700 Supplies               | 1,676             | 1,000             | 250               | 5,000                |
| 42900 Infiltration Supplies  | 159               | 2,000             | 50                | 2,000                |
| 43100 Sewer Treatment Fees   | 143,014           | 150,000           | 126,919           | 100,000              |
| 43300 S.S. Plant Equip.      | 107               | 5,000             | 0                 | 0                    |
| 43500 S.S. Plant Maint.      | 807               | 2,000             | 1,500             | 2,000                |
| 43700 S.S. Plant Supplies    | 807               | 1,000             | 0                 | 0                    |
| 43900 S.S. Plant Veh. Maint. | 785               | 1,000             | 0                 | 0                    |
| 44100 S.S. Sludge Disposal   | 0                 | 5,000             | 0                 | 0                    |
| 44300 S.S. Others            | 0                 | 500               | 0                 | 0                    |
| 50100 N. Ave w/ Generator    | 596               | 1,000             | 1,700             | 1,200                |
| 50200 Old Suwanee Rd         | 903               | 1,500             | 1,100             | 1,750                |
| 50300 N. Ave w/o Generator   | 191               | 500               | 1,500             | 500                  |
| 50400 Pinecrest Rd           | 8,518             | 7,500             | 7,000             | 9,000                |

SEWER FUND - EXPENSES, CONT'D

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 50500 Old Cumming Rd        | 588               | 1,000             | 500               | 1,000                |
| 50600 Oak Grove Dr          | 5,661             | 9,000             | 6,500             | 11,000               |
| 50700 Border Street         | 2,382             | 2,000             | 1,500             | 2,250                |
| 50800 Pine Street           | 1,717             | 2,000             | 2,600             | 2,000                |
| 50900 Hillcrest Dr          | 7,640             | 4,000             | 2,500             | 4,000                |
| 51000 Creek Lane            | 5,789             | 4,500             | 2,500             | 5,000                |
| 51100 Sugar Creek Dr        | 7,476             | 3,000             | 4,000             | 3,000                |
| 51200 Sycamore Summit       | 5,304             | 4,500             | 7,000             | 4,500                |
| 51300 Parkview North        | 6,409             | 2,000             | 3,000             | 3,000                |
| 51400 N. Gwinnett Townhomes | 1,976             | 2,200             | 3,000             | 2,200                |
| 51500 Bent Creek            | 388               | 1,500             | 1,500             | 1,500                |
| 51600 Lakefield Forrest     | 0                 | 500               | 500               | 1,000                |
| 51700 Hidden Meadows        | 368               | 1,000             | 350               | 1,000                |
| 51800 Parkview East         | 394               | 1,000             | 1,000             | 1,200                |
| 51900 Peachtree Village     | 1,177             | 1,200             | 650               | 1,200                |
| 52000 Shoneys               | 1,205             | 2,500             | 2,500             | 2,300                |
| 52100 Princeton Oaks        | 314               | 1,000             | 200               | 750                  |
| 52200 The Springs           |                   |                   | 0                 | 500                  |
| 52300 Flowmeter - Davis Rd  | 193               | 1,000             | 175               | 1,000                |
| 52400 Liftstation Alarm     | 0                 | 250               | 150               | 3,500                |
| 52500 Liftstation TV Camera | 0                 | 10,000            | 10,000            | 10,000               |
| 52600 Liftstation Misc.     | 569               | 500               | 1,200             | 750                  |
| 52700 '74 GO Bond Interest  | 12,475            | 10,000            | 2,703             | 5,000                |
| 52800 '74 GO Bond Agent Fee | 150               | 100               | 0                 | 100                  |
| 52900 '89 Rev Bond Interest | 496,557           | 317,082           | 317,082           | 302,266              |
| 53000 Arbitrage Audit       | 4,000             | 3,000             | 2,000             | 2,000                |
| <b>TOTALS</b>               | <b>\$754,468</b>  | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$559,928</b>     |

GOLF COURSE - REVENUES

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Miscellaneous      | 0                 | 0                 | \$ 300            | \$ 500               |
| 30300 Res. Green Fee     | 0                 | 0                 | 15,000            | 69,833               |
| 30310 Non-Res. Green Fee | 0                 | 0                 | 145,000           | 558,666              |
| 30320 JR/SR Green Fee    | 0                 | 0                 | 6,500             | 69,833               |
| 30500 Cart Fees          | 0                 | 0                 | 70,000            | 276,750              |
| 30700 Driving Range      | 0                 | 0                 | 0                 | 32,400               |
| 30900 Merchandise        | 0                 | 0                 | 10,500            | 39,000               |
| 31100 Concessions        | 0                 | 0                 | 11,000            | 11,700               |
| 31300 Resident Cards     | 0                 | 0                 | 1,100             | 500                  |
| <b>TOTALS</b>            | <b>\$ 0</b>       | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,059,182</b>   |

GOLF COURSE - EXPENSES

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages      | 0                 | \$233,269         | 234,000           | 295,560              |
| 40300 Deferred Comp       | 0                 | 3,432             | 5,500             | 5,232                |
| 40500 Bonuses             | 0                 | 1,160             | 1,160             | 3,795                |
| 40600 FICA                | 0                 | 17,845            | 18,000            | 22,610               |
| 40800 SUTA                | 0                 | 4,035             | 3,500             | 1,904                |
| 40900 Retirement          | 0                 | 5,538             | 4,500             | 8,819                |
| 41000 Group Insurance     | 0                 | 42,406            | 43,000            | 67,822               |
| 41200 Training/Travel     | 0                 | 2,900             | 850               | 2,300                |
| 41300 Truck Maint.        | 0                 | 600               | 450               | 600                  |
| 41400 Dump Truck Maint.   | 0                 | 600               | 650               | 500                  |
| 41500 Prison Bus Maint.   | 0                 | 600               | 1,500             | 500                  |
| 41600 Overage/Shortage    | 0                 | 0                 | <180>             | 0                    |
| 41700 Tournament Exp      | 0                 | 0                 | 350               | 2,000                |
| 41800 Temp. Port-o-can    | 0                 | 0                 | 700               | 1,020                |
| 42000 Pro Shop Inventory  | 0                 | 0                 | 0                 | 30,000               |
| 42200 Snack Bar Inventory | 0                 | 0                 | 0                 | 7,800                |
| 42900 Mileage             | 0                 | 1,200             | 350               | 726                  |
| 43000 Equip Maint.        | 0                 | 3,600             | 6,500             | 23,500               |
| 43100 Gas & Oil           | 0                 | 5,200             | 11,000            | 12,000               |
| 43300 Equip Purchase      | 0                 | 0                 | 3,000             | 14,964               |
| 43600 Office Supplies     | 0                 | 400               | 2,500             | 1,200                |
| 43700 Ice Exp             | 0                 | 0                 | 250               | 1,000                |
| 43800 Printing            | 0                 | 4,250             | 300               | 4,500                |
| 43900 Dues & Subscrip     | 0                 | 1,500             | 400               | 1,500                |
| 44000 Postage             | 0                 | 875               | 200               | 2,500                |
| 44100 Advertising         | 0                 | 500               | 500               | 6,000                |
| 44200 Clubhouse Rental    | 0                 | 899               | 1,500             | 4,740                |
| 44300 Rental Equip        | 0                 | 3,300             | 1,100             | 2,496                |
| 44400 Electricity         | 0                 | 21,500            | 30,000            | 35,000               |
| 44500 Water               | 0                 | 88,710            | 30,000            | 20,000               |
| 44600 Consulting Fees     | 0                 | 0                 | 0                 | 2,000                |

GOLF COURSE - EXPENSES CONT'D

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 44700 Credit Card Proc     | 0                 | 0                 | 1,500             | 4,647                |
| 44800 Janitorial Supplies  | 0                 | 325               | 500               | 600                  |
| 44900 Debt Service         | 0                 | 170,736           | 170,736           | 169,604              |
| 45000 Miscellaneous        | 0                 | 600               | 2,000             | 2,000                |
| 45100 Safety Supplies      | 0                 | 40                | 350               | 400                  |
| 45200 Prison Labor         | 0                 | 22,999            | 23,000            | 24,150               |
| 45300 Cart Leasing         | 0                 | 21,000            | 21,000            | 44,400               |
| 45400 Irrigation Maint.    | 0                 | 4,200             | 3,000             | 4,200                |
| 45500 Cart Bldg Maint.     | 0                 | 0                 | 0                 | 300                  |
| 45600 Path & Bridge Maint. | 0                 | 1,740             | 0                 | 18,000               |
| 45800 Golf Accessories     | 0                 | 0                 | 0                 | 0                    |
| 46000 Crossties            | 0                 | 1,416             | 500               | 0                    |
| 46200 Sand & Topsoil       | 0                 | 6,500             | 4,000             | 6,500                |
| 46400 Sod & Seed           | 0                 | 784               | 1,000             | 5,000                |
| 46600 Drainage             | 0                 | 5,040             | 100               | 500                  |
| 46800 Pest Control         | 0                 | 312               | 500               | 864                  |
| 47000 Licenses & Permits   | 0                 | 800               | 50                | 500                  |
| 48000 Lime & Fertilizer    | 0                 | 18,100            | 6,500             | 14,200               |
| 48200 Other Chemicals      | 0                 | 12,800            | 5,000             | 12,800               |
| 48400 Office Equip Maint.  | 0                 | 750               | 1,000             | 804                  |
| 48600 Telephone            | 0                 | 2,400             | 3,500             | 5,496                |
| 48800 Radio Maint.         | 0                 | 204               | 60                | 204                  |
| 48800 Cart Maint.          | 0                 | 300               | 1,500             | 2,508                |
| 49000 Attorney Fees        | 0                 | 500               | 5,000             | 1,500                |
| 49200 Signage Maint.       | 0                 | 400               | 0                 | 400                  |
| 49300 Maint. Bldg Maint.   | 0                 | 0                 | 0                 | 1,200                |
| 49400 Small Tools          | 0                 | 600               | 1,100             | 1,500                |
| 49500 Shop Supplies/Equip  | 0                 | 0                 | 0                 | 2,300                |
| 49600 Security             | 0                 | 29,375            | 3,500             | 2,000                |
| 49700 Driving Range Exp    | 0                 | 0                 | 0                 | 3,000                |
| 49800 Erosion Control      | 0                 | 5,000             | 0                 | 500                  |
| 49900 Veh. Purchase        | 0                 | 0                 | 9,900             | 0                    |
| <b>TOTALS</b>              | <b>\$ 0</b>       | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$912,725</b>     |



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
VARIANCE FOR THE FISCAL YEAR 1993

|                                                | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------------------------|-------------------|-------------------|-------------------|----------------------|
| General Fund Revenues                          | \$838,574         | \$740,000         | \$ 776,771        | \$ 823,561           |
| General Fund Expenses                          | 529,593           | 643,548           | 659,833           | 736,965              |
| Sanitation Fund Revenues                       | 228,209           | 222,430           | 258,734           | 270,864              |
| Sanitation Fun Expenses                        | 232,878           | 207,580           | 275,793           | 289,045              |
| Gas Fund Revenues                              | 1,490,843         | 1,687,000         | 1,689,274         | 1,921,422            |
| Gas Fund Expenses                              | 963,215           | 1,295,033         | 1,032,094         | 1,652,976            |
| Water Fund Revenues                            | 595,990           | 723,712           | 598,631           | 670,250              |
| Water Fund Expenses                            | 568,576           | 688,848           | 539,086           | 747,223              |
| S & B Fund Revenues                            | 78,310            | 78,500            | 67,450            | 76,480               |
| S & B Fund Expenses                            | 107,738           | 180,212           | 156,422           | 255,066              |
| Sewer Fund Revenues                            | 972,569           | 739,247           | 476,959           | 683,803              |
| Sewer Fund Expenses                            | 754,368           | 599,954           | 550,959           | 559,928              |
| Golf Course Revenues                           | 179               | 456,540           | 259,400           | 1,059,182            |
| Golf Course Expenses                           | 781,879           | 755,166           | 666,876           | 912,725              |
| Total Funds Revenues                           | 4,204,674         | 4,647,429         | 4,127,219         | 5,505,562            |
| Total Funds Expenses                           | 3,938,247         | 4,366,415         | 3,881,063         | 5,153,928            |
| =====                                          |                   |                   |                   |                      |
| <b>SUBTOTAL VARIANCES</b>                      | <b>\$ 266,427</b> | <b>\$ 281,014</b> | <b>\$ 246,156</b> | <b>\$ 351,634</b>    |
|                                                |                   |                   |                   | \$ 351,634           |
| Reserve for Contingency - Capital Improvements |                   |                   |                   | \$ 351,634           |
| =====                                          |                   |                   |                   |                      |
| <b>GRAND TOTAL VARIANCES</b>                   | <b>\$ 266,427</b> | <b>\$281,014</b>  | <b>\$204,798</b>  | <b>\$ 0</b>          |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
CAPITAL CONTINGENCY BUDGET FOR THE FISCAL YEAR 1993

GENERAL FUND

- 1) Annual Appropriation for Pooled Lease.....\$ 146,962.10
- 2) Various office furniture.....\$ 5,000
- 3) Sidewalk Program.....\$ 50,000

GAS DEPARTMENT

- 1) Meter for Reading Flow from Transco.....\$10,585
- 2) 2 C.G.I.....\$ 1,500
- 3) Attendance to Gas Leak Seminar.....\$ 450
- 4) Telephone System for Gas Meter.....\$ 5,000
- 5) High Pressure Gas Line.....\$76,000
- 6) Increase Gas Main from Take Point.....\$170,000
- 7) Duncan Town Improvements.....\$ 6,250

WATER DEPARTMENT

- 1) Ductile Pipe for tank.....\$160,110
- 2) Bore at P.I.B.....\$ 8,500
- 3) 4 Taps on Existing Mains.....\$ 5,000

SEWER DEPARTMENT

- 1) Sewer Clean Out Machine.....\$ 17,000

STREET & BRIDGE DEPARTMENT

- 1) Chipper.....\$15,000
- 2) Rear Mount Broom Sweeper for Street.....\$ 2,200

THE FOLLOWING IS THE BACKUP ON HOW  
THE FIGURES FOR THE 1993 BUDGET  
WERE CALCULATED

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - LEGISLATIVE

Mileage Allowance - This figure includes documented travel for education and city related functions.

|                                          |                             |           |              |
|------------------------------------------|-----------------------------|-----------|--------------|
| Operation & Education - January 1993.... | Mayors Day.....             | \$        | 500          |
| June 1993.....                           | GMA Convention....          |           | 1,090        |
|                                          | Accommodations....          |           | 2,250        |
|                                          | Meals \$200/ea.....         |           | <u>1,200</u> |
|                                          |                             | \$        | 5,040        |
|                                          | Miscellaneous Training..... |           | <u>750</u>   |
|                                          | P&Z County Meetings.....    |           | 900          |
| <b>Total.....</b>                        |                             | <b>\$</b> | <b>6,690</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - CITY MANAGER'S OFFICE

|                                              |                |
|----------------------------------------------|----------------|
| Operation & Education - GCCA Conference..... | 210            |
| Accommodations.....                          | 210            |
| Meals.....                                   | <u>130</u>     |
|                                              | \$ 550         |
| <br>                                         |                |
| GMA Convention.....                          | 265            |
| Accommodations.....                          | 375            |
| Meals.....                                   | <u>150</u>     |
|                                              | \$ 790         |
| <br>                                         |                |
| PSC Conference.....                          | 500            |
| Accommodations.....                          | 150            |
| Meals.....                                   | <u>120</u>     |
|                                              | \$ 770         |
| <br>                                         |                |
| Total.....                                   | <u>\$2,110</u> |

Dues - This figure includes the following:

|                |               |
|----------------|---------------|
| Kiwanis Dues - | \$ 340        |
| ICMA           | - <u>278</u>  |
| <b>Total</b>   | <b>\$ 618</b> |

Wage & Benefit Breakdown:

|                                           |                 |
|-------------------------------------------|-----------------|
| Total Salary .....                        | \$43,680*       |
| FICA/Medicare = 7.65% X Total Salary..... | 3,341           |
| SUTA = 1.60% X Total Salary.....          | 136             |
| Retirement = 6% X Total Salary.....       | 2,620           |
| Insurance.....                            | 5,663           |
| Bonus.....                                | 2,184           |
| Deferred Compensation Expense.....        | <u>4,800</u>    |
| <br>                                      |                 |
| Total.....                                | <u>\$62,424</u> |

\*This figure reflects an 3.1% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION

Supplies & Materials - This figure combines the Clerks Office and the Finance offic and includes all the following codes:

- #43400 Data Processing Supplies
- #43600 Office Supplies
- #43800 Printing

Equipment, Operation & Maintenance - This figure combines the Clerks Office and Finance Office and includes all the following codes:

- #45000 Office Equipment
- #45200 Office Equipment Maintenance
- #48500 Telephone

Training & Travel - This figure combines the Clerks Office and Finance Office and includes the following:

Finance Officers Conference - October 1993

|                           |            |
|---------------------------|------------|
| Education.....(2)....     | \$ 500     |
| Accommodation.....(2).... | 375        |
| Meals.....(2)....         | <u>300</u> |
|                           | \$1,175    |

Clerk's Conference - February 1993

|                     |            |
|---------------------|------------|
| Education.....      | \$ 175     |
| Accommodations..... | 150        |
| Meals.....          | <u>150</u> |
|                     | \$ 475     |

Clerk's Conference - September 1993

|                            |            |
|----------------------------|------------|
| Education.....(2)....      | \$ 350     |
| Accommodations.....(2).... | 300        |
| Meals.....(2)....          | <u>300</u> |
|                            | \$ 950     |

Elections Conference - January 1993

|                   |           |
|-------------------|-----------|
| Registration..... | \$ 600    |
| Mileage.....      | <u>60</u> |
|                   | \$ 660    |

Univ. of Ga. Cont. Education.....\$ 750

Subtotal.....\$4,010

Miscellaneous Travel.....750

Total Training & Travel.....\$4,760

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

|                                                 |         |
|-------------------------------------------------|---------|
| Dues & Subscriptions - Ga. Municipal Assoc..... | \$3,658 |
| National Climate Data Center.....               | 15      |
| G.M.C.F.O.A.....                                | 40      |
| Misc. Publishing.....                           | 461     |
| Sam's/Pace.....                                 | 100     |
| G.G.F.O.A.....                                  | 50      |
| Utilities Protection.....                       | 300     |
| Gwinnett Chamber of Commerce.....               | 280     |
| Atlanta Journal.....                            | 75      |
| Total.....                                      | \$4,979 |

Mileage - This department is paid \$.275 per mile for general errands, daily bank deposits, and attending education classes. City vehicles are used whenever possible.

Postage - Totals for postage consist of monthly utility bills, registered letters and newsletters.

Consultants Fees - This amount may be needed as a support to the accounting department.

Worker's Comp Insurance - This amount was calculated based on the total Salaries of the City through a formula provided from the insurance company.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - FINANCE & ADMINISTRATION - Cont'd

Finance Department:

Benefits & Wage Breakdown:

|                                           |               |
|-------------------------------------------|---------------|
| Total Salary & Wages.....                 | \$57,200 *    |
| FICA/Medicare = 7.65% X Total Salary..... | 5,064         |
| SUTA = 1.60% X Total Salary.....          | 408           |
| Retirement = 6% X                         |               |
| 1) Sandy Richards - 12 months.....        | \$1,591       |
| 2) Shirley Gibbs - 12 months.....         | <u>1,030</u>  |
| Retirement Total.....                     | 2,621         |
| Total Insurance.....                      | 16,960        |
| Total Bonuses.....                        | 1,541         |
| Deferred Compensation.....                | 2,400         |
| <br>Total.....                            | <br>\$ 86,194 |

Clerks Department:

Benefits & Wage Breakdown:

|                                           |              |
|-------------------------------------------|--------------|
| Total Salary & Wages.....                 | \$44,520 *   |
| FICA/Medicare = 7.65% X Total Salary..... | 3,406        |
| SUTA = 1.60% X Total Salary.....          | 272          |
| Retirement = 6% X                         |              |
| 1) Judy Foster - 12 months salary....     | \$1,560      |
| 2) Amy Roark - 12 months.....             | <u>1,057</u> |
| Retirement Total.....                     | 2,617        |
| Total Insurance.....                      | 11,313       |
| Total Bonuses.....                        | 1,415        |
| Deferred Compensation.....                | 1,920        |
| <br>Total.....                            | <br>\$65,463 |

\* Increase in salaries reflect a maximum of 3.1% This percentage will not be distributed to all employees. Percentage increases will be based on performance, attendance, and total yearly evaluations.



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 01 - BUILDING INSPECTIONS

Wage & Benefits Breakdown:

|                                              |              |
|----------------------------------------------|--------------|
| Total Salaries.....                          | \$64,950 *   |
| FICA/Medicare = 7.65% of Total Salaries..... | 4,969        |
| SUTA = 1.60% of Total Salaries.....          | 408          |
| Retirement = 6% X                            |              |
| 1) Steve Kennedy - 12 months.....            | \$1,643      |
| 2) Kim Landers - 12 months.....              | 967          |
| 3) Tony Bauman - 7 months.....               | <u>751</u>   |
| Retirement Totals.....                       | 3,361        |
| Total Insurance.....                         | 16,960       |
| Total Bonuses.....                           | 1,584        |
| Deferred Compensation.....                   | <u>1,440</u> |
| <br>Total.....                               | <br>\$93,672 |

\* Total Salaries Proposed includes a 3.1% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
 SUGAR HILL, GEORGIA  
 BACKUP FIGURES FOR 1993 BUDGET

FUND 03 - GAS FUND

|                                                |                  |
|------------------------------------------------|------------------|
| Total Salary.....                              | \$114,700*       |
| FICA/Medicare = 7.65% X Total Salary.....      | 8,775            |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 816              |
| Retirement = 6% X                              |                  |
| 1) Wilbert Hyde - 9 months.....                | \$ 820           |
| 2) Billy Hutchins - 12 months... ..            | 1,893            |
| 3) Harry Eubanks - 12 months....               | 937              |
| 4) Randy Crutcher - 3 months....               | 874              |
| 5) 50% of Ken Crowe - 8 mo.....                | <u>869</u>       |
| Retirement Totals.....                         | 5,393            |
| Total Insurance.....                           | 32,497           |
| Total Bonuses.....                             | 2,290            |
| Deferred Compensation.....                     | <u>2,160</u>     |
| <b>Total.....</b>                              | <b>\$166,631</b> |

\* Total Salaries Proposed includes 50% of the Director of Public Utilities and Development's Salary as well as a 3.1% increase for 1993. (see Water Fund for the remaining 50% of the Director of Public Utilities and Development's Salary.)

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 04 - WATER FUND

Wage & Benefit Breakdown:

|                                                |            |
|------------------------------------------------|------------|
| Total Salary.....                              | \$235,368* |
| FICA/Medicare = 7.65% X Total Salary.....      | 18,006     |
| SUTA = 1.60% X Total Salary (up to \$8500).... | 1,904      |
| Retirement = 6% X                              |            |
| 1) Wayne Clement - 12 months.....              | \$ 970     |
| 2) Donna Zinskie - 12 months.....              | 1,287      |
| 3) Danny Hughes - 12 months.....               | 1,471      |
| 4) Frank Roberts - 12 months.....              | 390        |
| 5) Nelson Lopez - 7 months.....                | 491        |
| 6) Felicia Ramey - 12 months.....              | 905        |
| 7) Scott Payne - 12 months.....                | 1,287      |
| 8) Ray Deaton - 12 months.....                 | 772        |
| 9) Ken Stuart - 12 months.....                 | 869        |
| 10) J.L. Peppers - 12 months.....              | 869        |
| 11) Margaret McEachern - 12 months..           | 967        |
| 12) Bill Parker - 9 months.....                | 679        |
| 13) 50% of Ken Crowe - 8 months.....           | 869        |
| 14) Emmett King - 6 months.....                | 940        |
| Retirement Total.....                          | 12,767     |
| Total Insurance.....                           | 79,084     |
| Deferred Compensation.....                     | 120        |
| Total Bonuses.....                             | 4,488      |
| Total.....                                     | \$351,737  |

\* Total Salaries includes 50% of the Director of Public Utilities and Development's Salary as well as a 3.1% increase for 1993.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 05 - STREET & BRIDGE FUND

Wage & Benefit Breakdown:

|                                               |                  |
|-----------------------------------------------|------------------|
| Total Salary.....                             | \$72,112         |
| FICA/Medicare = 7.65% X Total Salary.....     | 5,517            |
| SUTA = 1.60% X Total Salary (up to \$8500)... | 680              |
| Retirement = 6% X                             |                  |
| 1) Danny Pugh - 9 months.....                 | \$ 795           |
| 2) Ken Cain - 12 months.....                  | 1,037            |
| 2) Donnie Calvert - 12 months.....            | <u>869</u>       |
| Retirement Total.....                         | 2,701            |
| Total Insurance.....                          | 22,612           |
| Total Bonuses.....                            | <u>1,294</u>     |
| Total.....                                    | <b>\$104,916</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

FUND 06 - SEWER FUND

Wage & Benefit Breakdown:

|                                               |              |
|-----------------------------------------------|--------------|
| Total Salary.....                             | \$31,220     |
| FICA/Medicare = 7.65% X Total Salary.....     | 2,388        |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 272          |
| Retirement = 6% X Total Salary.....           | 1,124        |
| Insurance.....                                | 8,473        |
| Deferred Compensation.....                    | 720          |
| Bonus.....                                    | <u>225</u>   |
| <br>Totals.....                               | <br>\$44,422 |

SUGAR HILL CITY GOVERNMENT  
 SUGAR HILL, GEORGIA  
 BACKUP FIGURES FOR 1993 BUDGET

FUND 07 - GOLF COURSE FUND

Wage & Benefit Breakdown:

|                                                |               |
|------------------------------------------------|---------------|
| Total Salary.....                              | \$295,560     |
| FICA/Medicare = 7.65% X Total Salary.....      | 22,610        |
| SUTA = 1.60% of Total Salary (up to \$8500) .. | 1,904         |
| Retirement = 6% X Total Salary                 |               |
| Wade Queen - 12 months.....                    | 1,737         |
| Lisa Terry - 12 months.....                    | 937           |
| Beth Walker - 12 months.....                   | 1,030         |
| Wayne Forrester - 9 months.....                | 928           |
| Jeff Hefner - 12 months.....                   | 1,641         |
| Annette Holman - 12 months.....                | 899           |
| Glen Williams - 12 months.....                 | 899           |
| Ronnie White - 9 months.....                   | <u>748</u>    |
| Total Retirement.....                          | 8,819         |
| Insurance.....                                 | 67,822        |
| Deferred Compensation.....                     | 5,232         |
| Bonus.....                                     | <u>3,795</u>  |
| <br>Totals.....                                | <br>\$405,802 |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BACKUP FIGURES FOR 1993 BUDGET

Total Wage & Benefit Breakdown:

|                                               |                    |
|-----------------------------------------------|--------------------|
| Total Salary.....                             | \$959,310          |
| FICA/Medicare = 7.65% X Total Salary.....     | 74,076             |
| SUTA = 1.60% of Total Salary (up to \$8500).. | 6,800              |
| Retirement = 6% X Total Salary.....           | 42,023             |
| Insurance.....                                | 261,384            |
| Deferred Compensation.....                    | 18,792             |
| Bonus.....                                    | <u>18,816</u>      |
| <b>Totals.....</b>                            | <b>\$1,381,201</b> |

THOMPSON & SWEENEY, P.C.  
Law Offices

V. LEE THOMPSON, JR.  
VICTORIA SWEENEY  
GLENN P. STRIBENS  
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

November 5, 1992

Larry S. Bryant  
Emory K. Bryant, Jr.  
Bryant, Davis & Cowden, P.C.  
2800 Shallowford Road, Suite C  
Atlanta, GA 30341

Via Facsimile & Regular Mail

RE: Damaged Trailer at 5046 Pass Court

Dear Messrs. Bryant and Bryant:

I am writing on behalf of the City of Sugar Hill at the request of Mayor Haggard. I am writing to provide you with the authority on which the City of Sugar Hill has demanded that you remove the burned mobile home referenced above and the provisions which authorize the City of Sugar Hill to remove this mobile home and charge you for the expenses incurred in connection with that removal.

It is my understanding from reviewing the City documents in regard to this matter and from discussions with City personnel, that you have previously received notices from the City to remove this mobile home within a certain time frame but that you have failed to do so. It is my further understanding that these notices were sent in accordance with the Standard Unsafe Building Abatement Code. A copy of the definition of an unsafe building, as set forth in that Code, is enclosed for your reference. In addition, a copy of the Ordinance adopting this Code for the City of Sugar Hill dated December 10, 1990, is also enclosed for your reference. The Standard Unsafe Building Abatement Code allows the City of Sugar Hill to demand that the property owner remove unsafe buildings and to proceed to take such action if the owner fails to comply with the orders of the City.

In addition, O.C.G.A. §41-2-7 through O.C.G.A. §41-2-17 also authorize the City to demand that you remove unsafe buildings or structures from your property and authorize the City to remove such structures at your cost if you refuse to comply with the orders of the City. Obviously, at this point, the City has not taken all of the steps set forth in the Code Sections set out above. However,



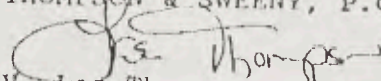
Larry S. Bryant  
Emory K. Bryant  
November 5, 1992  
Page Two

should you refuse to comply with the request previously provided to you by the City of Sugar Hill, the City will have no alternative but to go forward with these procedures.

I appreciate your willingness to cooperate with the City in connection with this matter. I hope that this letter and the accompanying documentation have provided you with the assurance you need that the City has the authority to compel you to remove this mobile home from the property and to proceed to do so should you fail to comply with the City's order and to recover all costs of any such action from you. I am hopeful that you will remove the damaged mobile home immediately and avoid any further action by the City in connection with this matter. If you have any questions regarding this matter, please contact me at your convenience.

Sincerely,

THOMPSON & SWEENEY, P.C.

  
V. Lee Thompson, Jr.

VLT:ksd  
Enclosures  
c: Mayor George Haggard  
Kathy Williamson



## **Buford Florist, Inc.**

402 Highway 20  
Buford, Georgia 30518  
915 643 • 915 7644

J. Walter Richards  
President

September 30, 1992

Fred L. Richards  
Manager  
Secretary/Treasurer

### Sugar Hill Rezoning:

I am writing to request that my land located beside my flower shop be rezoned from **Light Manufacturing** to **General Business**. My business, Buford Florist, is presently zoned for General Business, and I would like for the remainder of my property to have the same zoning.

Several inquiries have been made concerning my property, and interested buyers have determined the property suitable for their business. However, a **General Business Zoning** is necessary before further negotiations can take place.

I feel that business development within Sugar Hill City Limits is important. Therefore, I am making my request for a rezoning change for my property.

I hope you will grant my request.

Sincerely,

*J. Walter Richards*  
J. Walter Richards,  
Owner, Buford Florist

CITY OF SUGAR HILL

Rezoning Application

Filing Number RZ-92-005

Information About the Property Owner

Name Walter Richards

Address 966 Level Creek Road

Sugar Hill, GA. 30518

Telephone 945-2216 Home 945-7613 Work

Map Reference # \_\_\_\_\_ Land Lot Number 292

How Many Acres 2.813

Existing Zoning Lm Proposed Zoning BG

**PAID**

HEARING DATE \_\_\_\_\_ OCT 2 1992

HEARING TIME \_\_\_\_\_ CITY OF SUGAR HILL

CA 1422

Meeting held at Sugar Hill City Hall in the Mayor & Council Chambers.

FEE \$ 250.00 CHECK # 1422

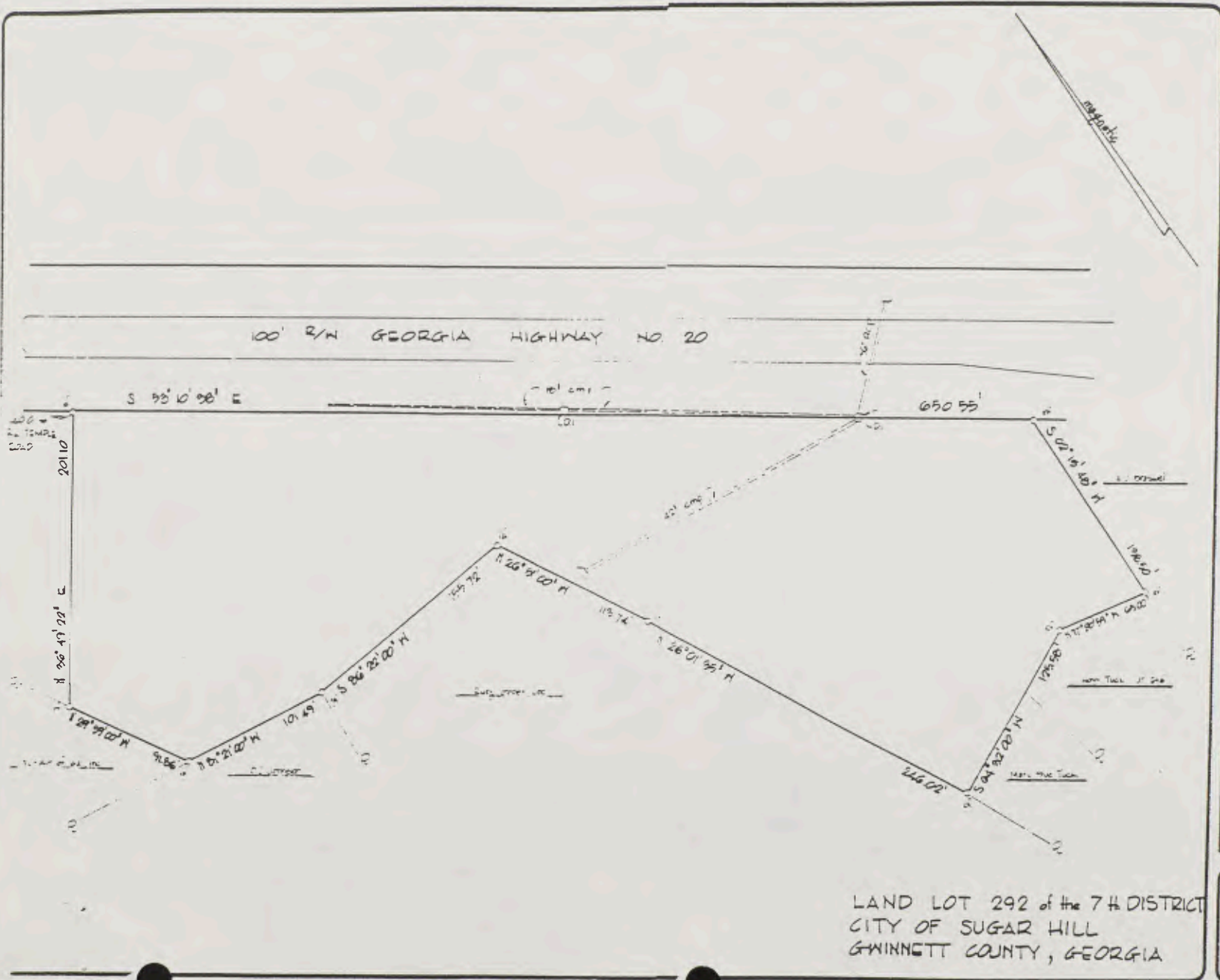
1992 PUBLIC MEETINGS

| Mayor & Council Meeting | Filing Date for P & Z Meeting | P & Z Meeting | Filing Date for Appeals Meeting | Appeals Board Meeting |
|-------------------------|-------------------------------|---------------|---------------------------------|-----------------------|
| 1/13/92                 | 1/06/92                       | 1/20/92       | 1/13/92                         | 1/27/92               |
| 1/10/92                 | 2/03/92                       | 2/17/92       | 2/10/92                         | 2/24/92               |
| 1/09/92                 | 3/02/92                       | 3/16/92       | 3/09/92                         | 3/23/92               |
| 1/13/92                 | 4/06/92                       | 4/20/92       | 4/13/92                         | 4/27/92               |
| 1/11/92                 | 5/04/92                       | 5/18/92       | 5/11/92                         | 5/25/92               |
| 1/08/92                 | 6/01/92                       | 6/15/92       | 6/08/92                         | 6/22/92               |
| 1/13/92                 | 7/06/92                       | 7/20/92       | 7/13/92                         | 7/27/92               |
| 1/10/92                 | 8/03/92                       | 8/17/92       | 8/10/92                         | 8/24/92               |
| 1/14/92                 | 9/07/92                       | 9/21/92       | 9/14/92                         | 9/28/92               |
| 1/12/92                 | 10/05/92                      | 10/19/92      | 10/12/92                        | 10/26/92              |
| 1/09/92                 | 11/02/92                      | 11/16/92      | 11/09/92                        | 11/23/92              |
| 1/14/92                 | 12/07/92                      | 12/21/92      | 12/14/92                        | 12/28/92              |

### LEGAL DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 292 of the 7th District, Gwinnett County, Georgia and being in the City of Sugar Hill and being more particularly described as follows:

Beginning at an iron pin on the southern right of way of Georgia Highway No. 20 (said iron pin being 140 feet south-east as measured along the right of way of Georgia Highway No. 20 from its southeast intersection with the right of way of Temple Road); thence South 53 degrees 10 minutes 38 seconds East 650.55 feet to an iron pin; thence South 02 degrees 15 minutes 48 seconds West 138.50 feet to an iron pin; thence North 77 degrees 20 minutes 59 seconds West 63.00 feet to an iron pin; thence South 64 degrees 32 minutes 00 seconds West 125.58 feet to an iron pin; thence North 26 degrees 01 minutes 35 seconds West 246.02 feet to an iron pin; thence North 26 degrees 51 minutes 00 seconds West 113.74 feet to an iron pin; thence South 86 degrees 22 minutes 00 seconds West 101.49 feet to an iron pin; thence North 29 degrees 59 minutes 00 seconds West 91.86 feet to an iron pin; thence North 36 degrees 49 minutes 22 seconds East 201.10 feet to an iron pin at the southern right of way of Georgia Highway No. 20 and the True Point of Beginning.



LAND LOT 292 of the 7th DISTRICT  
 CITY OF SUGAR HILL  
 GWINNETT COUNTY, GEORGIA

**GRESHAM PLANNING  
 & DEVELOPMENT, INC.**  
PLANNING ENGINEERS • SURVEYORS • ARCHITECTS • LANDSCAPE ARCHITECTS  
 P.O. BOX 1007  
 DUBLIN, GEORGIA 31008  
 (404) 486-2000

Boundary Survey for:  
**Fred Richards**  
 2.813 ACRES

| NO. | DATE | DESCRIPTION | REVISIONS |
|-----|------|-------------|-----------|
|     |      |             |           |



DATE 1 Oct 1990  
 SCALE 1" = 40'  
 JOB NO. 921001



## Buford Florist, Inc.

5052 Highway 20  
Buford, Georgia 30518  
915-7643 • 915-7644

F. Walter Richards  
President

Fred L. Richards  
Manager  
Secretary/Treasurer

Re: Property Location; 7<sup>th</sup> District - Land Lot 292  
of Walter Richards, owner

### Adjoining Property Owners:

A. J. Braswell  
3295 Northeast Road  
Atlanta, Ga. 30340

Ruby S. Ellsworth  
115 Shulder x Terry Rd.  
Buford, Ga. 30518

D. J. Johnson  
5009 West Broad St.  
Buford, Ga. 30518

Weyt + Mary Sue Duck  
4973 West Broad St.  
Buford Ga. 30518

NW-1/4 of 6A,

**Gwinnett Sanitation**

P.O. Box 1186  
Lilburn, GA 30226

(404) 921-7337



October 21, 1992

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

Dear Kathy:


This letter confirms our phone conversation of October 21, 1992, concerning trash pickup days. There has been discussion and opinions expressed by some people that they are not satisfied with Saturday trash and recycling pickup.

From an operational standpoint, we at Gwinnett Sanitation are prepared to provide service on either Wednesday or Saturday. Perhaps this matter needs to be brought to the attention of the mayor and council.

Please keep me advised on this matter and any changes desired.

Sincerely,

GWINNETT SANITATION

  
J. Patrick O'Connor  
General Manager

JPO'C:11

cc: Jim Arnold  
Jim Hawkins  
Tim Hardy



**GWINNETT COUNTY**  
Department of Transportation  
Administration Division  
(404) 822-7400

October 13, 1992

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

RE: SIDEWALK INSTALLATION

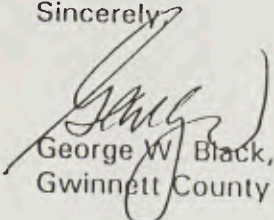
Dear Ms. Williamson:

This letter is in reference to the meeting you attended with Ernest Slaughter and Joe Womble on May 26, 1992. It is the intent of Gwinnett County Department of Transportation to present to the Board of Commissioners a recommendation to approve entering into an agreement with the City of Sugar Hill to participate in the cost of sidewalk installation and design for sites in and around the City limits of Sugar Hill. The following sites would be addressed as a part of this agreement, Church Street at Sugar Hill Elementary from Broad St. to Level Creek Road; Old Suwanee Road from Secret Cove Dr. to along Buford Highway and proceeding westward on Buford Highway to Lanier Middle School; and E.E. Robinson Park on Parkview Mine Dr. from Level Creek Road to inside the park.

The maximum dollar amount of \$70,000.00, inclusive of design and construction, would be contributed by the County on this project. This cap would not apply if any extraordinary cost were incurred for construction or right-of-way acquisition work outside the City limits..

If you have any further questions, please contact Ernest Slaughter at 822-7420.

Sincerely,

  
George W. Black, Jr., P.E., Director  
Gwinnett County Department of Transportation

c: William P. Powell, Walter D. Needham,  
Joseph E. Womble, Ernest Slaughter



# Georgia Department of Natural Resources

205 Buller Street, S.E., Floyd Towers East, Atlanta, Georgia 30334

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

October 14, 1992

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Mr. Charlie Crowe, Manager  
Button Gwinnett Landfill, Inc.  
Post Office Box 1246  
Lilburn, Georgia 30247

RE: Gwinnett County - Sugar Hill/Button Gwinnett Landfill, Inc.  
Appling Road Phase 2  
Municipal Solid Waste Landfill

Dear Mr. Crowe:

On September 21, 1992 the Administrative Law Judge of the Board of Natural Resources issued a decision which will require all solid waste disposal facility applicants with pending permit applications to comply with the facility issues negotiation provisions of Section 32 of the Comprehensive Solid Waste Management Act before a permit is issued. This requirement will now apply to all permit applicants regardless of the date the initial application was filed. Based on a review of our records, the facility issues negotiation process will now have to be completed for your proposed facility. Because this process is triggered by the notification of site suitability and to enable compliance with this statutory requirement, you are hereby again notified of the suitability of the subject site for use as a municipal solid waste landfill consistent with the attached site limitations contained in the letter of site acceptability originally issued to you on April 10, 1989 and amended June 22, 1989.

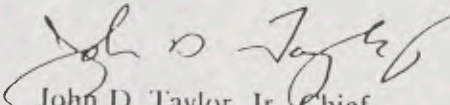
Immediate action is necessary on your part for the public notice and the public meeting requirements of Section 12-8-32(c) of the Comprehensive Solid Waste Management Act to be met. Public notice must be made by the applicant within 15 days of receipt of this letter. The public meeting must be advertised and held by the host local government within 45 days of receipt. Documentation of compliance with these requirements should be submitted to EPD within 30 days of the meeting. Before the requested permit may be issued, notices must be submitted to EPD pursuant to Section 32(p) or (q) that the

Mr. Charlie Crowe  
October 14, 1992  
Page 2

negotiation process has been completed and pursuant to Section 32(s) that you desire to continue to pursue your permit application.

If you have questions concerning this requirement please contact Mark Smith at 404/362-2692.

Sincerely,

  
John D. Taylor, Jr., Chief  
Land Protection Branch

JDT/msh

cc: Honorable George Haggard  
Robert Rader  
File (SWR)

Attachments: Original Site Acceptability Letter  
Comprehensive Solid Waste Management Act

PUBLIC HEARING  
MONDAY, NOVEMBER 30, 1992  
7:00 P.M.

A G E N D A

Inform all affected residents and landowners in the area of the proposed solid waste disposal operation of Button Gwinnett Landfill, Inc., and of the opportunity to engage in a facility issues negotiation process.

FACILITY ISSUES NEGOTIATION PUBLIC HEARING  
MONDAY, NOVEMBER 30, 1992  
7:00 P.M.

A G E N D A

Meeting called to order.

Public Hearing

- A) Appointment of Facilitator
- B) Explain why Public Hearing was Called.
- C) Explain Procedures of the Facility Issues Negotiation.
- D) Petitions accepted by City Clerk.
- E) Public Hearing Adjourned.

Meeting adjourned.

FACILITY ISSUES NEGOTIATION PUBLIC HEARING  
MONDAY, NOVEMBER 30, 1992  
7:00 P.M.

M I N U T E S

In attendance: Mayor Pro-tem Thomas Morris and Council Members Steve Bailey, Roger Everett and Jim Stanley.

Meeting called to order at 7:05 p.m. by Mayor Pro-tem Morris.

There was a moment of silence followed by the pledge to the flag.

Facility Issues Negotiation Public Hearing

Council Member Everett moves to recess the meeting in order to hold the Facility Issues Negotiation Public Hearing. Second to the motion by Council Member Bailey. Vote unanimous.

Council Member Everett moves to appoint Connie Wiggins as the Facilitator of this Public Hearing. Second to the motion by Council Member Bailey. Vote unanimous.

Mayor Pro-tem Morris turns the Public Hearing over to Mrs. Wiggins.

Mrs. Wiggins states that the purpose of this meeting tonight is really for informational purposes. Mrs. Wiggins asks if everyone has received a handout. She explains that the facility issues negotiation process was established in the Georgia Comprehensive Solid Waste Management Act as a mechanism to resolve conflicts between those affected by the siting and operation of municipal solid waste management facilities and the local governments. Mrs. Wiggins reviews the issues which may be negotiated under the facility issues negotiations.

Mrs. Wiggins states that this meeting is required by the State because the 44 acre expansion Button Gwinnett Landfill has applied for has been found suitable for a landfill. She states that within 45 days of the date the City is notified of the suitability of a landfill, they must hold a Public Hearing which is what this meeting is. Within 30 days of that Public Hearing, written petitions can be filed by 25 persons, 20 of whom must be registered voters or landowners. Within 15 days of the date the petition is filed, the City must validate the petitions to verify that the persons who signed the petitions are qualified to do so. Within 15 days of the petition being validated, the City must notify the petitioners and the public by publication that the facility negotiations issue has been initiated. Within 30 days of that validation of the petitions the City will set a date for the citizens facilities issues committee to meet. The Committee is made up of 10 petitioners, 8 of whom must be landowners or registered voters in the community. Within 15 days of the petition being validated, the City will meet with the Committee to select a facilitator for the committee. Beginning with the first negotiation meeting, there shall be no fewer than 3 negotiation meetings within the following 45 day period. At the end of the 45 day period following the first negotiation meeting, the facilitator will publish a notice of the results of the negotiation process and the final meeting will be held within 10 days of the date of publication. The facilitator shall then notify EPD in writing as to whether the negotiating parties have reached a consensus or failed to reach a consensus. Any agreements reached by the negotiating parties shall be placed in writing and shall be adopted by resolution of the City government. Refer to handout for more detail.

FACILITY ISSUES NEGOTIATION PUBLIC HEARING  
MONDAY, NOVEMBER 30, 1992  
MINUTES, CONT'D.  
PAGE 2

Mrs. Wiggins asks if there is anyone who wishes to turn in any petitions at this point. Diane Spivey states that she has a petition that she would like to submit at a later date when they have all the signatures. Mrs. Wiggins states that Mrs. Spivey needs to keep the deadlines in mind. Mrs. Spivey asks who does she turn the petition in to. Mrs. Wiggins states the City Clerk.

Mrs. Wiggins explains what the law states regarding multiple petitions.

Discussion held concerning what can be negotiated under the facility issues negotiations.

Council Member Stanley asks if what is finally submitted to EPD is binding to EPD. Mrs. Wiggins states no, it does not bind EPD.

Kathy Pines asks how do the petitions work. Mrs. Wiggins explains the process again.

Mrs. Wiggins states that the deadline for the petitions to be filed is by 5:00 p.m. on December 30, 1992.

Mrs. Wiggins gives the number for Felicia Suit at the Department of Community Affairs, 656-5534, for more information.

Mrs. Wiggins states that the Solid Waste Task Force will meet tomorrow night at 7:00 p.m. and there is a tentative public information meeting to be held on December 15, 1992.

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

Adjournment

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

Meeting adjourned at 7:35 p.m.

*Judy Foster*

## **Procedures for Facility Issues Negotiation Under the Georgia Comprehensive Solid Waste Management Act**

### **Introduction**

A facility issues negotiation process was established in the Georgia Comprehensive Solid Waste Management Act as a mechanism for equitably resolving conflicts between those affected by the siting and operation of municipal solid waste management facilities and the host local government. This process should be viewed as a viable alternative to lengthy and expensive litigation, which has traditionally been the only means of resolving such conflicts.

Facility issues negotiation can be used for a number of possible conflicts, excluding those that apply to environmental permit conditions. Issues which may be negotiated include:

- the hours of operation;
- recycling efforts that may be implemented;
- protection of property values;
- traffic routing, road maintenance, and
- the establishment of local advisory committees.

Following the approval of a facility site by the Department of Natural Resources' Environmental Protection Division (EPD), the host local government must call a public meeting for discussion of the facility plan, as outlined in the Act. Potentially affected residents, including property owners and registered voters in the host local government or landowners in a neighboring jurisdiction, have the opportunity to submit a petition calling for negotiation of the types of issues listed above.

The following outlines the procedures for initiating and carrying out the negotiation process.

### **Local Action and the Negotiation Process**

- (A) Within 45 days of EPD's notice of site suitability, the host local government will advertise and hold a public meeting to inform affected residents and

landowners in the area of the proposed site and of the opportunity to engage in a facility issues negotiation process.

- (B) Within 30 days following the public meeting, the host local government shall initiate a facility issues negotiation process upon the receipt of a written petition by 25 affected persons, at least 20 of whom shall be registered voters of or landowners in the host jurisdiction.
- (C) Within 15 days following the receipt of a written petition, the host local government shall validate the petition to ensure that petitioners meet the requirements.
- (D) Within 15 days following the validation of the petition, the host local government shall:
  - (1) Notify the petitioners (and the public) by publication, as follows, that the negotiation process is being initiated:
    - (a) For facilities serving only one county, the public notice shall be published in a newspaper within that host county, and the RDC and other local governments in the county shall be notified in writing;
    - (b) For facilities serving more than one county, the public notice shall be published in a newspaper within each affected county and each local government, and the RDC shall be notified in writing; and
    - (c) Each public notice shall be displayed in the courthouse of each notified county.
  - (2) Notify the permit applicant, if different from the host local government, and EPD that the negotiation process is being initiated; and
  - (3) Set a date for a meeting with the citizen facility issues committee (see E, below) to be held no later than 30 days following validation of the petition.
- (E) Within 15 days following the validation of the petition, the petitioners shall select up to ten members, at least eight of whom shall be registered voters or landowners in the host local government, to serve on a citizens facility issues committee to represent them in the negotiation process.
- (F) The negotiation process will be overseen by a facilitator named by the host local government, after consultation with the citizens facility issues



committee, from a list provided by the Department of Community Affairs. The facilitator will assist the petitioners and the host local government through the negotiation process. The cost, if any, of the facilitator will be the responsibility of the permit applicant.

- (G) Beginning with the first negotiation meeting, there shall be no fewer than three negotiation meetings within the following 45 day period unless waived by consent of the parties. The host local government shall take minutes and maintain a record of the negotiation process.
- (H) At the end of the 45 day period following the first negotiation meeting, the facilitator will publish a notice of the results, if any, of the negotiation process utilizing the notice procedures outlined in D.(1) above, and include the date, time and place of a final negotiation meeting to be held within ten days after publication. This final meeting will allow for the input of persons not represented by the citizens facility issues committee.
- (I) The facilitator shall notify EPD in writing as to whether the negotiating parties have reached a consensus or failed to reach a consensus. Any agreements reached by the negotiating parties shall be placed in writing and executed by the chairman of the citizens facility issues committee and the chief elected official of the host local government, and shall be adopted by resolution of the host local government.
- (J) Whether or not negotiating parties reach agreement on any issue or issues, the permit applicant may proceed to seek a permit from EPD.
- (K) Upon written notification from the facilitator regarding the outcome of the negotiation process and upon written notification that the permit applicant wishes to pursue permitting of the solid waste disposal facility in the original application, the EPD director shall process the permit accordingly.

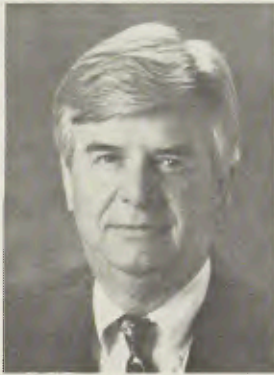


# CURBSIDE REPORT

TO THE CITIZENS OF SUGAR HILL

Volume 1, No. 1, Fall 1992

## A Message From V.P. Jim Arnold



As Mid-American's vice president for the southern region, I want to say how pleased our company is to be a new corporate citizen of Sugar Hill thanks to our recent merger with Gwinnett Sanitation, Inc. This firm has always had an outstanding track record in the waste management industry, and I'm happy to report that Ed Grove and Ed Driver will continue to oversee the Sugar Hill operation just as they have in the past.

The merger gives us an opportunity to devote even more resources to delivering state-of-the-art waste management services. Newly adopted state and federal laws and regulations require many more safeguards to the environment than ever before, and our company is dedicated to meeting — or exceeding — these requirements. There is a very good reason for this: it's just plain good sense from a business standpoint. To do otherwise would take a tremendous toll on our reputation and on our bottom line. That means that *our* concern for the environment is as great — and possibly even *greater* — than that of the citizens!

As an example of that concern, at another landfill acquired by Mid-American, we have completed installation of a ground water monitoring system. This makes us one of the *first companies in Georgia* to comply with this new requirement according to the state's Environmental Protection Division. We're very proud of that! This system will consistently monitor water below ground so that we can promptly evaluate any changes that might occur.

This is a new era for waste management. Today's

high tech, environmentally friendly facilities — the kind called for in our Sugar Hill expansion plan — are light years away from the "dumps" of just a few years ago and even from your present landfill. They are designed by a team of engineers, hydrologists, geologists and biologists; operated by state-certified professionals, and carefully and consistently monitored to ensure compliance with all federal and state laws.

But despite all the advances in waste management, there is a new awareness that we can no longer afford to be a throw-away society. The cost of disposing of our waste has become too great, and too many of our natural resources are being depleted. We *must* reduce our waste stream through recycling and reuse. In fact, here in Georgia, the law requires each county to have a plan for reducing the amount of waste generated 25% per capita by 1996.

Mid-American endorses and supports this effort — not just in Georgia where it's the law, but in every state where we operate.

When we come into a community, however, we want to do *more* than run an efficient, environmentally sound operation. We want to be a real part of the community through participation in local events and involvement with local organizations. That's one reason we're so pleased about our merger with Gwinnett Sanitation, Inc. It means that the community and the local government will still be interacting with people who are well known to you — people with a long history of involvement in Sugar Hill and Gwinnett County.

I've had the pleasure of meeting many Sugar Hill citizens, and I hope to meet many more. It's great to be a part of your community. It reminds me very much of the small north Florida community that I've lived in all my life.

*ED. NOTE: Jim Arnold is a 12-year veteran of the solid waste industry. He has served as Ohio-based Mid-American's southern regional vice president since August, 1990. He is active in the Jacksonville, Florida Chamber of Commerce, the Florida Chamber, and the Florida Homebuilders Association. He and his wife, Phyllis, live in the Mandarin community with their children, eleven-year-old Julia and two-year-old Alicia. Jim's favorite pasttime is western style horseback riding.*

## Building A Landfill Has Many Steps

Siting is the first step. To qualify as an environmentally safe locale, geological and hydrogeological features are examined. Most important is protecting the water table. Next, the Georgia Environmental Protection Division must issue a permit. No permit can be granted until every aspect of the proposed landfill is explained and documented in depth.

Synthetic liners must form the landfill's base. In Georgia, the rules regarding these liners are especially stringent and require a clay liner topped by a synthetic liner made of high-density polyethylene or HDPE. Then the seams of the synthetic liner are welded together. The liner is tested for strength and water tightness to ensure the liner is an effective barrier between the solid wastes and the soil beneath.

After the liner has been tested and certified, pipes to collect fluids are installed in gravel-filled trenches on top of the liner. Liquids that seep down to the liner are carried through these pipes to a collection point and pumped out of the landfill.

Atop the liner and fluid collection system is a two-foot layer of sandy soil. This soil helps move fluids into the pipes and helps protect the pipes and the liner.

Not until all this has been approved and certified can the landfill accept garbage. Finally, to control odors, a layer of soil and synthetic material is placed atop the landfill each day.

When a landfill is full, a special cover is added to help safely seal the landfill. Testing and monitoring must continue for at least thirty years after a landfill closes.

## Modern Landfills Protect, Not Pollute

Forget the town dumps you saw when you were a child. They were ugly piles of rubbish. They smelled terrible. And they polluted the air and the surrounding groundwater.

Thanks to federal and state legislation, dumps have been dumped. Now cities and counties must build

landfills, not dumps, and the change is not only in the name.

Currently, landfills must have lined bottoms to protect groundwater. Landfills must have a system for collecting seepage of liquids (the smelly stuff). And landfill operators must monitor both methane gas and groundwater.

Moreover, to ensure that all these environmental safety features remain in working order, operators must *continue monitoring the landfill for 30 years after it closes.*

## Proposal Eliminates In-Town Refuse Truck Traffic

The City of Sugar Hill's landfill proposal would change the landfill entrance from Sycamore Road to Richland Creek Road. The refuse trucks would be routed along Peachtree Industrial Boulevard to Little Mill Road in order to eliminate current truck traffic through the city.

## Recycling In Sugar Hill Would Continue

The curb service pickup for recyclables and garbage would continue under the proposed expansion plan. Currently collected are newspapers and corrugated cardboard; glass bottles and jars; plastic beverage bottles, jars, and milk jugs; and food and beverage cans.

The city is proud to have recently received two awards for its recycling program. Georgia Clean and Beautiful give the program its 1992 Senator Steve Reynolds Award and its 1992 Georgia Recyclers of the Year Award.

Mid-American is also proud of its commitment to recycling. The company recently opened the Northern Ohio Waste Systems Recycling/Transfer Station in suburban Cleveland, which includes a state-of-the-art automated and manual separation system. Mid-American has invested millions of dollars in this facility and in the future of recycling.

# Q & A

## About The Proposed Expansion

### WHY NOT HAUL OUR GARBAGE FURTHER FROM TOWN?

Regardless of where our garbage is deposited, the city remains responsible under law for a long-range plan for the disposal of its garbage. Under the strict rules regarding landfill operations, such operations are expensive.

Long-distance hauling increases this cost.

Moreover, the purchase price of suitable land for a landfill further increases costs. Currently, the city already owns suitable land, so the purchase of additional acreage need not be borne by the taxpayers.

Finally, in addition to the high costs of another site, the city could be faced with having to operate the landfill and bear all its costs.

### WHY EXPAND IN MY BACKYARD?

No neighborhood asks for landfills. Yet landfills must be constructed. The pertinent questions about location are complex, and, all things considered, the current site is the most practical.

*The proposed expansion would place the landfill further from city neighborhoods than the current landfill.*

### WHAT ABOUT HAZARDOUS MATERIALS OR MEDICAL WASTE?

Only residential, commercial, and industrial waste that meets the new Georgia standards would be accepted. Mid-American employees are trained to identify hazardous waste and to eliminate it before it reaches the landfill.

### HOW DO WE KNOW THE OPERATORS WILL RUN A CLEAN OPERATION?

There are several reasons to be confident. One is tough state and federal requirements, including the licensing of operators. Another is the operator's reputation in other communities. Finally, Ed Grove and Ed Driver, formerly with Button Gwinnett Landfill, remain as the professional local advisors to Mid-American to ensure a continued commitment to quality customer service and high environmental standards.

### HOW CAN WE BE SURE THE LANDFILL WILL REMAIN A SAFE PLACE?

By state and federal law and by long-standing company policy, Mid-American frequently monitors both groundwater and methane gas concentrations. Groundwater is tested both where it enters and where it leaves the landfill.

In constructing landfill sites, the company digs sampling wells around the landfill's perimeter to allow geologists both water content and methane gas concentrations.

## Tomorrow's Facilities More Costly, Planning More Complex

Excerpt from *A Guide to Solid Waste Disposal Options*, published by Georgia Power Company: (Emphasis added)

As Georgia local governments plan for future solid waste management facilities, they are finding that new facilities and facility expansions **will be more costly**. This is due, in part, to changing federal and state regulations.

Once the components of an integrated solid waste management system have been identified, costs and financial requirements must be considered. **Overall, solid waste management costs, from collection to disposal are increasing**. This is due to a number of factors including:

- More stringent and comprehensive regulations and thus, more time-consuming and costly permitting and regulatory monitoring requirements.
- Increased public awareness and demand for environmental controls and protection.
- Increased costs of doing business, such as rising wages and higher equipment costs.
- Increased system development and operation complexities.

**For many local governments, the development of a solid waste management system may be one of their most complex undertakings. Adding to the complexity, the capital needs for solid waste management are competing with other government programs for increasingly scarce resources.**

# The Low

## Ed Grove

Ed Grove, who is an advisor to Mid-American since the merger, is a bona fide entrepreneur. In 1966, while still in his early twenties, he left Gates Rubber Company in Decatur to operate his own business — a Little Pigs Barbecue franchise in Tucker. And in 1972, he founded Gwinnett Sanitation to satisfy the obvious need for a dependable waste removal service in a fast growing area. The challenge offered by the solid waste industry led him to sell his successful restaurant in 1973 to focus all of his energies on Gwinnett Sanitation which he incorporated after being granted a franchise by Gwinnett County.



*Ed and Denise Grove with grandchildren, Brandon, four, and Catherine Denise, almost one-and-a-half.*

By 1991, under Ed's leadership — and that of a carefully selected management team which shares his commitment to providing superior service — the company had grown to 100 employees serving over 40,000 residential customers. That same year he received the Individual Recycler of the Year Award from Georgia Clean and Beautiful.

In the meantime, Ed had recognized another need — responsible landfill operation — which led him to purchase an existing facility in 1979 and incorporate in as Button Gwinnett Landfill. The company's dedication to protecting the environment led to a contract to manage the City of Sugar Hill landfill in 1986.

By 1987, Ed realized that Gwinnett's unprecedented business development had created a demand for additional commercial waste removal service, and once again, he responded — expanding his operations to include commercial garbage service.

Other business opportunities have captured his attention as well: real estate, a travel agency and, his newest venture, a company to help small to medium sized Georgia firms export their product overseas.

Born and raised in the metro Atlanta area, Ed attended Georgia Tech, and moved to Gwinnett County in 1966. Since then he has held leadership positions with Gwinnett Clean and Beautiful, the Gwinnett Chamber and the Gwinnett Hospital Foundation, and is a supporter of numerous worthwhile causes such as the American Cancer Society, Boys/Girls Club, Boy Scouts of America, Gwinnett Council for the Arts, and the Gwinnett Ballet Theater, to mention but a few. He also sponsors several college scholarships.

Despite his busy schedule, however, Ed says he makes it a point to find time for family — his wife, Denise, and their seven children (four still at home!) and two grandchildren.

## Ed Driver

Ed Driver grew up in Decatur, but he and his wife, Janet, and son, Eric, have lived in Gwinnett County since 1971. Although he's an avid sportsman who is fascinated by economics, he counts "time spent with my family the best of all."

As president of Grove Environmental Services, Inc., he has played a key role, since 1981, in building the company from a local sanitation firm to a successful waste management operation.

He has a keen interest in the research and development that leads to more effective and efficient ways of handling solid waste while providing enhanced environmental protection. A firm believer in recycling, he's especially proud of his involvement in the development of a new recycling collection vehicle that captured the "most innovative new design award" from *World Waste* magazine in 1991.

Thanks to his commitment to recycling — which is shared by Ed Grove — the company earned Georgia

# al Team

Clean and Beautiful's 1991 Local Area Recycler of the Year Award.



*Ed Driver*

Active in many community organizations, Ed has served as a director of the American Cancer Society, Boy Scouts of America and the Heart Association. Currently, he is a director of Annandale Village, chairman of the CEO Roundtable of Gwinnett, and a newly elected director of the Gwinnett Chamber of Commerce where he has been a member since 1971. He is also a member of the Brookwood High School Parent Advisory Committee and Snellville United Methodist Church.

Along with Ed Grove, he serves as an advisor to Mid-American.

## Pat O'Connor

When Pat O'Connor isn't busy making sure your garbage gets picked up on schedule, you can probably find him enjoying boating, skiing and the other water sports he loves. And as a three year resident of Buford, he couldn't be happier that these activities are just minutes from his front door.

He says his hobby has turned him into an ardent

environmentalist. "Nobody's more concerned with clean water than I am!"

A Pittsburgh native, Pat graduated from Georgia State University where he majored in business and finance. Since then, he has done graduate work at Temple University in Philadelphia and Drake University in Des Moines.

For a number of years, he lived in Lenexa, Kansas, where he was elected to the city council and also served as president of the Heart of America Paper Trade Association.

Pat is the father of four children, Patsy, Shawn, Kyle and Kevin and recalls that during their growing up years, he didn't have much time for water sports or other hobbies. "My spare time centered around their activities," he says. "I was everything from chauffeur to PTA president."



*Pat O'Connor*

He entered the solid waste industry nearly eight years ago and says he finds it very gratifying to be involved in the process of handling our waste responsibly "especially here in Georgia which is a very progressive state in terms of environmental protection."

# Key Requirements Of Georgia's Solid Waste Management Act

## Mid-American Praises Georgia for Tough Law

Mid-American tips its hat to the Georgia General Assembly for passing The Comprehensive Solid Waste Management Act of 1990. The stringent requirements of this landmark piece of legislation, coupled with federal laws and regulations, ensure that Georgia's solid waste is disposed of in an environmentally sound manner. Some of its key requirements are:

- Ground water monitoring systems must be installed in all municipal solid waste landfills. (*ED. NOTE: "Municipal solid waste" means any solid waste resulting from the operation of residential, commercial, government, or institutional establishments. The term includes yard waste but does not include solid waste from mining, agricultural or timber operations.*)
- Operators of solid waste disposal facilities must keep accurate written records of tons received.
- Solid waste disposal facility operators must be certified.
- Operators of solid waste handling facilities are

required to demonstrate to the state adequate financial responsibility to ensure proper maintenance, closure and *post-closure* care of the facility.

- The facility must be monitored for 30 years following closure.
- All local governments must develop a solid waste management plan or be included in a regional plan.
- Cities and counties are required to reduce the amount of waste that they produce by 25% per capita by 1996.
- Local governments must file an annual report with the state which includes, among other things:
  - Progress on the reduction in solid waste generation since the last report and total cumulative progress made toward meeting the 25% reduction goal;
  - Recycling and composting activities in existence;
  - Public information and education activities during the reporting period.

## Recycle This Newsletter!

Mid-American is committed to recycling as much as possible, so this newsletter is printed on recycled paper. With the help of Sugar Hills citizens, this paper will again be recycled.

"We all must work to reduce our garbage by 25% over the next few years, and recycling is one of the best ways to do it," Mid-American's Jim Arnold said.

Under Georgia law, all municipalities must reduce solid waste and include plans to do so in all proposals for landfills.

## Grove To Continue With Landfill

Ed Grove, whose Button Gwinnett Landfill took over management of the Sugar Hill landfill in 1986, will continue his ties to Sugar Hill by helping monitor and advising Mid-American's local management team. Grove, whose company received the 1992 "Individual Recycler of Year" award from Georgia Clean and Beautiful, and Ed Driver remain as local advisors to Mid-American.

## ● Mid-American Grows, Earns Praise

Over the last three years, Mid-American Waste Systems has become the nation's fastest growing company in the industry and has earned high praise from the communities it serves.

Near Johnstown, Pennsylvania, the company won environmental praise for creating a wetlands now used by the state to increase the population of endangered species and provide habitat for amphibians. In California, the Campo Band of Mission Indians invited Mid-American to provide a landfill that far exceeded California and federal guidelines; the tribal chairman cited the project as "a perfect example" of a public/private partnership.

Jim Arnold, Mid-American Vice President for the company's Southern Region, said "our commitment to quality service and excellent environmental record are above reproach in the industry.

"And," he added, "to ensure there's a continued level of excellent service in Sugar Hill, we've asked Ed Grove and Ed Driver to help us maintain those high standards."

Mid-American landfills accept only nonhazardous solid waste, the type of waste that's generated by households, small businesses, and light industry.

"Our employees are trained to spot potentially hazardous waste and to eliminate it before it ever gets to the landfill site," Jim said.

## As Costs Soar, Local Governments Turn To Private Companies

Excerpt from *Georgia Solid Waste Management Plan*, prepared by Georgia Department of Community Affairs and Georgia Department of Natural Resources in cooperation with Georgia Environmental Facilities

Authority and Local Government Officials:  
(Emphasis added)

For solid waste to be managed effectively, adequate financing is essential, both at the state and local or regional level. Historically...local and regional programs have been funded by ad valorem taxes, state grants, and...collection and tipping fees...**As the cost of solid waste management increases, additional revenues will be needed to pay for the services. Identifying funding sources for solid waste management programs will be difficult, both because the sources are limited and because of competition with other worthwhile programs for the scarce resources.** ("Financing Solid Waste Management," p. 53)

For local governments and regional arrangements to be able to effectively manage solid waste, **adequate and reliable funding is necessary. Certainly, federal and state funding for local efforts is not currently sufficient to meet the needs; nor are the prospects for increased outside funding good....**

*...Essentially, all components of waste management may be conducted by either the public or private sector...One important consideration for local governments or regional arrangements is that private companies may be able to solve the problem of financing facility construction.* ("Public and Private Financing and Implementation Options," p. 82)

## Mid-American's Commitment To The Community

### Welcome Mat Always Out

Mid-American realizes the importance of sound, state-of-the-art engineering and waste management practices to the communities we serve.

We want to be responsive to the community's needs, which is why we always maintain an open door policy at our landfill sites. We encourage you to visit our operations during business hours to learn more about meeting your solid waste needs. The welcome mat is always out for you.



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## **Dollars and Sense Lead To Proposed Expansion**

Because the existing Sugar Hill landfill must be monitored for 30 years after it is closed, simply closing it would be expensive. City officials estimate the costs of closing the landfill at \$2 million.

However, under the city's current contract with landfill operators, Button Gwinnett Landfill, Inc., the city would not assume this cost. (The city initially contracted with Button Gwinnett in 1985 in order to eliminate city losses of approximately \$145,000 per year.)

In fact, the operators would assume not only closure

costs, but also all costs associated with the proposed expansion of the landfill. Costs of expansion, operation, and eventual closure of the proposed new landfill are estimated at more than \$10 million.

Beyond avoiding the enormous expenses associated with modern landfills, the city's proposed landfill expansion plan would generate revenues for the city. Such revenues will keep taxes from rising — indeed, may actually reduce local taxation — and fund additional city services.



**Mid-American Waste Systems, Inc.**  
4145 Arcadia Industrial Circle  
Lilburn, Georgia 30247

DEC.

BID OPENING  
CREEK LANE AREA ROAD & DRAINAGE IMPROVEMENTS  
FRIDAY, DECEMBER 11, 1992  
2:00 P.M.

M I N U T E S

Bid opening meeting convened at 2:00 p.m.

Bids were opened promptly at 2:00 p.m. by Phil Schmidt of Precision Planning.

Attached is the **Bid Opening Report** which gives the bids separately for Contract #1 and Contract #2 and a total of both contracts as well as whether or not they had a bid bond.

Mr. Schmidt reports that the apparent low bidder for both contracts is J.J.E. Construction/J.F. Smith Trucking Co.

Mr. Schmidt states that a decision will be made on the bids as soon as possible.

There were no questions or comments made by anyone in attendance.

Bid opening was adjourned at 2:10 p.m.

*Judy Foster*

BID OPENING REPORT

BIDS WERE OPENED ON: Friday, December 11, 1992, 2:00 P. M.  
 FOR: Creek Lane Area Road and Drainage Improvements  
 OWNER: City of Sugar Hill, Georgia

| CONTRACTOR                                      | BID BOND                            |                          | TOTAL BID      |                | TOTAL                           |
|-------------------------------------------------|-------------------------------------|--------------------------|----------------|----------------|---------------------------------|
|                                                 | YES                                 | NO                       | CONTRACT NO. 1 | CONTRACT NO. 2 | CONTRACT NO. 1 & CONTRACT NO. 2 |
| 1. <u>SOONER BUILDERS</u>                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$140,263.167  | \$132,664.33   | \$272,926.00                    |
| 2. <u>J.J.E. CONSTRUCTOR / J.F. SMITH TRUCK</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$112,456.50   | \$112,868.00   | \$225,324.50                    |
| 3. <u>BANKHEAD ENTERPRISES</u>                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$118,648.40   | \$127,080.50   | \$245,728.90                    |
| 4. <u>B.E. GUTHRIE CONSTR. CO.</u>              | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$111,853.50   | \$126,084.50   | \$237,938.00                    |
| 5. <u>PITTMAN CONSTRUCTION</u>                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$156,292.50   | \$179,178.00   | \$335,470.50                    |
| 6. _____                                        | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 7. _____                                        | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 8. _____                                        | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 9. _____                                        | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 10. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 11. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 12. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 13. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 14. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |
| 15. _____                                       | <input type="checkbox"/>            | <input type="checkbox"/> | _____          | _____          | _____                           |

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER  
 REVIEW OF THE BIDS HAS BEEN COMPLETED.

MAYOR & COUNCIL MEETING  
MONDAY, DECEMBER 14, 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
- E) Solid Waste Task Force

Old Business

- A) 1993 Budget Proposal - Public Hearing
- B) Sign Ordinance Amendment - Public Hearing
- C) Adoption of New Zoning Map - Public Hearing
- D) Adoption of Comprehensive Plan
- E) Personnel Manual Review
- F) Resolution for GEFA Funds
- G) Sidewalk Update

New Business

- A) Request for Policy Change on Sewer Tap-on Fees - John Stone
- B) Appraisals of Level Creek & Richland Creek Sewer Easements

City Manager's Report

City Clerk's Report

Director of Golf's Report

- A) Activities for November

Council Reports

Citizen's Comments

Adjournment

MAYOR & COUNCIL MEETING  
MONDAY, DECEMBER 14, 1992  
7:30 P.M.

M I N U T E S

Notice posted at 12:00 noon on Friday, December 11, 1992 at City Hall.

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

Meeting called to order at 7:34 p.m. by Mayor Haggard.

There was a silent invocation followed by the pledge to the flag led by Mayor Haggard.

Minutes

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

Planning & Zoning Board

Council Member Stanley states that the Planning & Zoning Board would like to meet with the Mayor and Council regarding the Sign Ordinance Amendments before any action is taken on this matter. Mr. Stanley states that the Board also discussed modifications to the Zoning Ordinance which prohibited construction vehicles from being parked in subdivisions.

Appeals Board

Council Member Stanley states that the Appeals Board did not meet last month.

Recreation Board

Council Member Davis states that he has nothing to report.

Budget & Finance

Director of Finance Sandy Richards states that revenue from taxes are coming in now. However, the City had a negative total balance for November in the amount of \$15,965.62. Refer to report.

Solid Waste Task Force

Council Member Morris reports that the Task Force has made recommendations to the Mayor and Council and they are enclosed in their packets. Mayor Haggard states that he has reviewed the Task Force recommendations and he feels that it could cost a lot of money to hire consultants for them. Council Member Stanley states that the Task Force feels that they need expert advise at this time to continue with their task. He feels their request is not unreasonable. Mayor Haggard states that we already have a City Attorney they can utilize. Discussion held on this matter. Council Member Everett states that he would like to see the list of recommended attorney's and fees before he makes a decision. Rick January, of 1282 Frontier Drive, states that the Task Force Members are the citizens and it is their money. He does not feel the City Attorney is capable of giving expert advise on environmental issues. Mr. January feels that \$5,000 to \$10,000 should be sufficient. Council Member Everett moves to authorize Ms. Wiggins, Mr. Thompson and the Task Force to submit recommended names and fees of attorneys so the Mayor and Council can vote on it. Second to the motion by Council Member Bailey. Council Member Morris abstains from voting. Vote unanimous.



Recess for Public Hearings

Council Member Morris moves to recess the Council Meeting to hold three public hearings. Second to the motion by Council Member Bailey. Vote unanimous.

1993 Budget Proposal - Public Hearing

City Manager Kathy Williamson states that this budget has been reviewed by the Mayor and Council during previous meetings and all recommended changes have been made. She states that this is the Public Hearing for the adoption of the budget. Refer to proposal. Mayor Haggard asks for public comments. Robert Bowie, of 835 Level Creek Road, states that page 8 and 24 confuse him. Director of Finance Sandy Richards explains that Operation and Education of the City Manager and the Director of Golf covers their salaries and training and travel expenses. Rick January, of 1282 Frontier Drive, states that there should be a presentation made on the budget so the residents who are present will know what is going on. Council Member Bailey states that because of time restraints, we don't have time to go through line items tonight. He states that anyone had the opportunity to review the budget proposal at City Hall. Mr. January states that not everyone has the time to go to City Hall to review the budget proposal and they may not be able to afford to purchase one. Mrs. Williamson states that she gave several homeowners associations copies of the budget proposal upon their request. Bill Payer, of 4860 Parkview Mine Drive, asks which homeowners associations Mrs. Williamson gave copies to. Mrs. Williamson states that she gave copies to the homeowners associations in Bent Creek, Princeton Oaks and Secret Cove. Council Member Stanley discusses the Capital Contingency Budget. Discussion held on this matter. Council Member Bailey moves to adopt the 1993 budget as written. Second to the motion by Council Member Davis. Vote unanimous.

Sign Ordinance Amendment - Public Hearing

City Clerk Judy Foster reads Sign Ordinance Amendment. City Attorney Lee Thompson states that on the 6th line, the words "subdivision to" should go between the words new and direct. Refer to Ordinance. Mayor Haggard states that this is the Public Hearing for this matter and asks for public comments. Allen Richardson states that this Sign Ordinance Amendment will be of some help to the developers and realtors. Discussion held on this matter. Council Member Davis moves to approve the Sign Ordinance Amendment as written with the typo corrected. Second to the motion by Council Member Bailey. Vote unanimous.

Adoption of New Zoning Map - Public Hearing

City Manager Kathy Williamson states that this is the Public Hearing to bring the zoning map up to date with the annexations and rezonings made this year. Mayor Haggard asks for public comments. There were no public comments. Council Member Morris moves to adopt the updated zoning map. Second to the motion by Council Member Davis. Vote unanimous.

Reconvene Council Meeting

Council Member Bailey moves to reconvene back to regular session. Second to the motion by Council Member Morris. Vote unanimous.



Adoption of Comprehensive Plan

City Manager Kathy Williamson states that the public hearings have been held and ARC and DCA have approved the Comprehensive Plan and it only needs to be adopted by the Mayor and Council. Council Member Morris moves to adopt the Resolution to approve the Comprehensive Plan as written. Second to the motion by Council Member Everett. Vote unanimous.

Personnel Manual Review

City Manager Kathy Williamson states that the Personnel Manual is for the Mayor and Council to review. She states that the City Attorney has reviewed and updated the Manual with the new laws. She asks the Mayor and Council to report any recommended changes to her and this matter will be on the agenda for January to be adopted.

Resolution for GEFA Funds

City Manager Kathy Williamson states that this Resolution needs to be adopted to continue with obtaining the GEFA Funds. City Clerk Judy Foster reads the Resolution. Council Member Bailey moves to adopt the resolution as read. Second to the motion by Council Member Morris. Vote unanimous.

Sidewalk Update

Council Member Stanley states that they met with Gwinnett County to negotiate the sidewalk agreement and have agreed to draw up a new document, however, we have not yet received it. Council Member Stanley moves to table this matter until next month. Second to the motion by Council Member Bailey. Vote unanimous.

Request for Policy Change on Sewer Tap-on Fees - John Stone

Jewel Gooch states that he is present on behalf of John Stone and he would like the City to change the policy on sewer tap on fees because he wants to pay half of his sewer tap on fees up front instead of all of them. City Manager Kathy Williamson states that the City's policy has been that sewer tap on fees are paid at the time the development permit is purchased. She states that EPD will not allow the City to sell sewer to anyone else once it is encumbered. Discussion is held on this matter. There is a general consensus among the Council that the City's policy on sewer tap on fees will remain the same.

Mayor Haggard states that the next item, Appraisals of Level Creek & Richland Creek Sewer Easements, needs to be discussed in Executive Session.

Recess

Mayor Haggard calls for a short recess.

Meeting recessed at 8:55 p.m.

Meeting reconvened at 9:05 p.m.

Bids for Craig Drive Drainage Problems

City Manager Kathy Williamson reports on the bids for the Craig Drive and Creek Lane drainage improvements. Refer to bids.





Director of Golf's Report

Director of Golf Wade Queen reports on the activities they had for November. Refer to memo. Charles Spradlin, of Austin Garner Road, asks what Bill Parker does for the golf course. Mr. Queen explains that he works part time in the pro shop on weekends as needed. Bill Payer, of Parkview Mine Drive, asks how many residents use the golf course and suggests that each resident have the opportunity to play one game per year free. City Attorney Lee Thompson states that this is not possible on a public golf course because you cannot utilize City funds to benefit certain individuals.

Council Reports

Council Member Everett reminds everyone that the golf course still has some wood left for the senior citizens who request it.

Council Member Stanley asks Mayor Haggard who has resigned from the Boards and what the nomination process is. Mayor Haggard states that Keith Pugh and Melinda Petruzzi both are moving out of the City and have resigned from the Planning & Zoning Board effective December 31, 1992. He states that Celia Southerland has also resigned from the Recreation Board. Mayor Haggard is recommending Mike Gheesling to replace Celia Southerland from the Recreation Board, Bob Parris to replace Keith Pugh on the Planning & Zoning Board, Granville Betts to replace Melinda Petruzzi on the Planning & Zoning Board and Cliff London to replace Bob Parris on the Appeals Board. Council Member Stanley states that each Council Member should have the opportunity to make nominations for the boards. Mayor Haggard states that he has made these recommendations because these are the only residents who have shown an interest on serving on a board. Council Member Bailey moves to accept nominations until the next Council meeting. Second to the motion by Council Member Morris. Vote unanimous.

Council Member Stanley moves to begin the process of advertising to amend the Zoning Ordinance regarding commercial vehicles as recommended by the Planning & Zoning Board. Discussion held on this matter. Mr. Stanley states that this pertains to construction equipment only. Second to the motion by Council Member Everett. Vote unanimous.

Citizen's Comments

Diane Spivey, Task Force Member, questions the 500 foot buffer around the landfill and states that EPD told her that it is a simple matter of amending the City's Zoning Ordinance to include these buffers. Council Member Morris states that it is a State requirement and the City has to abide by it whether it is in our ordinances or not. City Manager Kathy Williamson states that Mrs. Spivey may want to make this recommendation to the Planning & Zoning Board if she wants it added to the City's Zoning Ordinance. Discussion held on this matter. Mrs. Spivey also feels that more attention should be devoted to the landfill and the Solid Waste Task Force in the monthly newsletter.

Rose Payne states that she enjoys the newsletter, however, she would like to modify it to include citizens comments and she has some ideas for that. She states that the Council can appoint a 5 person maximum newsletter board and let each person be responsible for 2 half page comments per newsletter. She volunteers to serve

(BA)

MAYOR & COUNCIL MEETING  
MONDAY, DECEMBER 14, 1992  
MINUTES, CONT'D.  
PAGE 5

on this board. Council Member Stanley states that the newsletter has been well received by the residents. Discussion is held on this matter. Council Member Morris moves to appoint Rose Payne to serve as chairman of this committee. Second to the motion by Council Member Bailey. Vote unanimous.

Charles Spradlin, of Austin Garner Road, states that the City Manager's salary is comparable to the City Manager in Buford and Duluth and wants to know her educational background and qualifications. City Manager Kathy Williamson states that she served as City Clerk until 1987 when she was appointed City Manager. She states that she received her Certification through UGA with the ARC Management Program. She states that she does not have a degree in public administration or finance. She states, however, that she was in management for 21 years in private enterprise.

Executive Session

Council Member Bailey moves to recess to Executive Session with the City Attorney. Second to the motion by Council Member Morris. Vote unanimous.

Meeting recessed at 9:55 p.m.

Meeting reconvened at 10:22 p.m.

No further business was conducted.

Adjournment

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

Meeting adjourned at 10:22 p.m.

*Judy Foster*



# 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: DECEMBER 14, 1992

RE: NOVEMBER BUDGET RESULTS

## OPERATIONS:

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

|             |                |
|-------------|----------------|
| General     | \$ 21,155.77   |
| Sanitation  | \$ 1,698.25    |
| Gas         | \$ 27,224.27   |
| Water       | <\$ 1,842.99>  |
| Street      | <\$ 15,914.94> |
| Sewer       | <\$ 21,085.77> |
| Golf Course | <\$ 27,200.91> |
| Total       | <\$ 15,965.62> |

## CASH BALANCE:

At the end of November, the city had total cash in operating accounts of \$36,980.34. This does not include money held in investments.

## INVESTMENTS:

\$0.00 remain in our investment accounts at the end of November.

## CONSTRUCTION:

During November, the city spent \$8,182.09 for construction of the golf course and waste water treatment facility.

December 9, 1992

TO: Sugar Hill City Council  
FROM: The Solid Waste Management Plan Task Force

Upon exploring all options and criteria as mandated by the citizens of Sugar Hill, and state laws, we feel that the Solid Waste Task Force has arrived at the two most viable choices to present to the citizens of Sugar Hill and the Council. These options consist of: (1) The current 44 Acre Landfill Proposal, with modifications; and, (2) the No-Landfill Proposal with the immediate closing of the existing landfill.

Before presenting these options to the public, it is only prudent to obtain expert advice on any possible future environmental and legal liabilities attached to either option.

At this time we are requesting that the Mayor and Council provide reasonable funding to the Task Force to seek the advice of attorneys and consultants experienced in environmental and contract issues to render guidance on both options. Using their guidance, the Task Force can then better advise the City on the best course of action to benefit present and future residents of Sugar Hill. The Task Force also requests the authority to make the selection of those who will provide the guidance we seek. Criteria for selection will include areas of expertise, overall experience, (absence of) previous relations with the city or landfill operator, fee levels, and availability.

Attached are several examples of questions the Task Force needs to have answered. This list is not intended to be complete, but is intended to show the types of questions we lack the expertise to answer, yet are so vital to the ultimate development of the Plan.

To proceed without expert advice would be foolhardy and could result in costing the residents of Sugar Hill millions of dollars. The Solid Waste Management Plan affects every present and future resident of the City because landfills are forever. Because of the far-reaching consequences and the sum of money involved, it behooves the City to seek the best possible expert advice on this issue.

## EXAMPLES OF QUESTIONS TO BE ANSWERED

1. What are the strengths and weaknesses of the existing contract, could it be strengthened, how can this best be done?
2. What is the proper language for certain key elements of the Plan and landfill contract to ensure enforceability without excessive "watch-dogging" activities by the City.
3. Municipal solid waste facilities can legally accept certain types of hazardous waste in Georgia. Can we legally restrict their importation into the landfill, and if so how must we word the Plan and landfill contract to ensure their exclusion?
4. In view of current fair trade laws, can we enforce restrictions on the geographic origin of waste buried in the Sugar Hill landfill, especially out-of-state waste?
5. After reviewing all data, i.e. the contract, site suitability questions, the current permit application, etc., what is the best-case, worst-case, and most-likely scenarios for closure costs, environmental liability, and civil liability for the City should the landfill be closed.
6. What effect, if any, is closure of the landfill likely to have on the collection contract. Furthermore, what impact might this truly have on collection costs?
7. What moral or ethical obligation does Sugar Hill have to other cities to maintain/expand the landfill?
8. What moral, ethical, or legal obligation does Sugar Hill have to its own citizens to follow their wishes even if doing so means certain and substantial financial burden for such action?
9. What is the potential for liability to the City for personal health problems arising from the landfill?
10. What is the liability of the city in the post-closure period for both options. What potential liability do individuals and businesses incur under these options.
11. If the landfill operator should go out of business, before or after the landfill is closed, does the City then incur liability for any problems associated with the landfill?

ORDINANCE

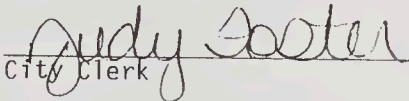
AN ORDINANCE TO ADOPT A BUDGET FOR THE CITY OF SUGAR HILL, GEORGIA, FOR THE CALENDAR YEAR 1993.

The Council of the City of Sugar Hill, Georgia, hereby ordains that the budget presented to it by the City Manager, a copy of which is attached hereto and made a part hereof by reference, pursuant to Section 6.33 of the Charter of the City of Sugar Hill, is hereby approved for the calendar year 1993.

It is so ordained, this 14th day of December 1992.

ATTEST:

  
Mayor

  
City Clerk



THE 1993 BUDGET  
FOR THE  
CITY OF SUGAR HILL, GEORGIA

1993  
OFFICIALS OF  
THE CITY OF SUGAR HILL

LEGISLATIVE BRANCH

CITY COUNCIL

George Haggard, Mayor  
Steven Bailey, Council Member  
Reuben Davis, Council Member  
Roger Everett, Council Member  
Thomas Morris, Sr. Council Member  
James Stanley, Council Member

EXECUTIVE BRANCH

Kathy Williamson, City Manager  
Sandra Richards, Director of Finance  
Wade Queen, Director of Golf  
Ken Crowe, Director of Planning  
and Development and Utilities

CITY CLERK

Judy L. Foster

Draft #3



SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

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SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01-LEGISLATIVE**

**Service Statement**

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

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|                 | GRADE   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------|---------|-------------------|-------------------|----------------------|
| Mayor           | Elected | 1                 | 1                 | 1                    |
| Council Members | Elected | 5                 | 5                 | 5                    |
| <b>TOTAL</b>    |         | <b>6</b>          | <b>6</b>          | <b>6</b>             |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - LEGISLATIVE

Summary by Category:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Mayor & Council Stipend  | \$8,100           | \$8,100           | \$8,100              |
| Mileage Allowance        | 2,500             | 2,500             | 2,500                |
| Council Meeting Supplies | 1,000             | 1,000             | 1,000                |
| Operation & Education    | 5,790             | 6,000             | 6,690                |
| GMA (Gwinnett) Meetings  | 400               | 525               | 550                  |
| <b>TOTAL</b>             | <b>\$17,790</b>   | <b>\$18,125</b>   | <b>\$18,840</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MUNICIPAL COURT

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Judge        | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-------------------|-------------------|----------------------|
| Personal Services | \$ 750            | \$ 100            | \$ 500               |
| <b>TOTAL</b>      | <b>\$ 750</b>     | <b>\$100</b>      | <b>\$ 500</b>        |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - CITY ATTORNEY

**Service Statement**

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| Attorney     | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| Attorney Fees | \$12,500          | \$14,000          | \$14,000             |
| <b>TOTAL</b>  | <b>\$12,500</b>   | <b>\$14,000</b>   | <b>\$14,000</b>      |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - REGISTRAR SERVICES

Service Statement

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

Goals and Objectives:

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

Authorized Positions:

|                   | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------|-----------|-------------------|-------------------|----------------------|
| Voter Registrar   | Appointed | 1                 | 1                 | 1                    |
| Deputy Registrars |           | 4                 | 4                 | 4                    |
| <b>TOTAL</b>      |           | <b>5</b>          | <b>5</b>          | <b>5</b>             |

Summary by Category:

|                    | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------|-------------------|-------------------|----------------------|
| Personnel Services | \$ 900            | \$ 900            | \$ 900               |
| Election Operation | -0-               | -0-               | 1,700                |
| <b>TOTAL</b>       | <b>\$ 900</b>     | <b>\$ 900</b>     | <b>\$2,600</b>       |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01 - APPOINTED CITY BOARDS & COMMITTEES**

**Service Statement**

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

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

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

**Summary by Category:**

|                            | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------|-------------------|-------------------|----------------------|
| E.E. Robinson Park Funding | \$25,000          | \$25,000          | \$25,000             |
| Sugar Hill Festival        | \$ 1,500          | 1,500             | 1,500                |
| <b>TOTAL</b>               | <b>\$26,500</b>   | <b>\$26,500</b>   | <b>\$26,500</b>      |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01 - CITY MANAGER'S OFFICE**

**Service Statement**

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

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

**Goals and Objectives:**

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

**Authorized Positions:**

|              | GRADE     | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------|-----------|-------------------|-------------------|----------------------|
| City Manager | Appointed | 1                 | 1                 | 1                    |
| <b>TOTAL</b> |           | <b>1</b>          | <b>1</b>          | <b>1</b>             |

**Summary by Category:**

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personnel Services    | \$57,632          | \$60,848          | \$62,424             |
| Vehicle Expense       | 1,000             | 1,400             | 700                  |
| Operation & Education | 2,110             | 2,000             | 2,110                |
| Dues                  | 618               | 600               | 618                  |
| <b>TOTAL</b>          | <b>\$61,360</b>   | <b>\$64,848</b>   | <b>\$65,852</b>      |



**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**FUND 01 - FINANCE & ADMINISTRATION**

**Service Statement**

The Finance and Administration Office is responsible for developing, maintaining, and administering all programs related to general accounting functions. Finance is responsible for all revenue collections, as well as handling purchases and payroll. It is responsible for analyzing the general operations of the City's budget as well as preparation of the yearly budget. It is responsible for assisting in the preparation of the annual audit completed by an appointed outside auditor. Finance also compiles monthly reports for the Mayor and Council.

The City Clerks Office is responsible for Property tax billing, issuing business licenses, registering voters, and Annexation and Rezonings.

The City Clerk serves at the pleasure of the Mayor and Council. The City Clerk insures all meetings are posted, recorded and published in a timely fashion; assists citizens efficiently and maintains all City fi fa's on delinquent tax accounts; publishes a monthly newsletter to all residents of the City; is the City's official keeper of all City records.

**Goals and Objectives:**

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

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - FINANCE, ADMINISTRATION & CLERKS OFFICE

Authorized Positions:

|                        | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------|-------------------|-------------------|----------------------|
| City Clerk             | 1                 | 1                 | 1                    |
| Finance Director       | 1                 | 1                 | 1                    |
| Accounts Payable Clerk | 1                 | 1                 | 1                    |
| Clerk/Cashier          | 2                 | 2                 | 0                    |
| Postal Clerk           | 1                 | 1                 | 1                    |
| Utility Billing Clerk  | 1                 | 1                 | 0                    |
| Deputy City Clerk      | 0                 | 0                 | 1                    |
| <b>TOTAL</b>           | <b>7</b>          | <b>7</b>          | <b>5</b>             |

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| Personal Services            | \$184,067         | \$189,360         | \$151,657            |
| City Marshall                | 0                 | 0                 | 18,000               |
| Audit Services               | 8,700             | 8,700             | 9,200                |
| Supplies & Materials         | 11,000            | 13,000            | 15,500               |
| Equipment Operation & Maint. | 12,500            | 30,000            | 31,800               |
| Dues                         | 4,844             | 4,900             | 4,979                |
| Operation & Education        | 3,600             | 4,000             | 4,010                |
| Mileage                      | 150               | 200               | 750                  |
| Postage                      | 10,100            | 10,000            | 11,000               |
| Shortage/Overage             | 0                 | <450>             | 0                    |
| Bank Charges                 | 250               | 2,000             | 2,000                |
| Consultants Fees             | 4,000             | 7,000             | 8,000                |
| Workers Comp Insurance       | 24,000            | 35,000            | 40,000               |
| Legal Advertising            | 500               | 1,300             | 1,500                |
| <b>TOTAL</b>                 | <b>\$263,711</b>  | <b>\$305,010</b>  | <b>\$298,396</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - BUILDING INSPECTIONS

Service Statement

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

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

Goals and Objectives:

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

Authorized Positions:

|                          | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|--------------------------|-------------------|-------------------|----------------------|
| Chief Building Inspector | 1                 | 1                 | 1                    |
| Building Inspector       | 1                 | 1                 | 1                    |
| Administrative Clerk     | 1                 | 1                 | 1                    |
| <b>TOTAL</b>             | <b>3</b>          | <b>3</b>          | <b>3</b>             |

Summary by Category:

|                       | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------|-------------------|-------------------|----------------------|
| Personal Services     | \$ 79,170         | \$83,023          | \$93,672             |
| Supplies              | 2,000             | 3,532             | 1,000                |
| Vehicle Maint.        | 1,500             | 1,015             | 1,080                |
| Operation & Education | 1,000             | 2,000             | 2,500                |
| Miscellaneous         | 500               | 130               | 500                  |
| Uniforms              | 350               | 300               | 500                  |
| Office Equip          | 0                 | 0                 | 5,000                |
| Bldg. Maint           | 0                 | 4,800             | 800                  |
| <b>TOTAL</b>          | <b>\$ 84,520</b>  | <b>\$94,800</b>   | <b>\$105,052</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - PRISON DETAIL

Service Statement

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

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

Authorized Positions:

|               | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------|-------------------|-------------------|----------------------|
| City Marshall | 0                 | 0                 | 1                    |
| Prison Guard  | 1                 | 1                 | 1                    |
| Prison Detail | 10                | 10                | 10                   |
| <b>TOTAL</b>  | <b>11</b>         | <b>11</b>         | <b>12</b>            |

Summary by Category:

|                      | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------|-------------------|-------------------|----------------------|
| Prison Guard         | \$ 23,000         | \$23,000          | 23,000               |
| Tools & Equipment    | 1,500             | 175               | 500                  |
| Equipment Repair     | 1,500             | 200               | 500                  |
| Prison Bus Maint.    | 2,000             | 650               | 725                  |
| Marshall Veh. Maint. | 0                 | 0                 | 500                  |
| <b>TOTAL</b>         | <b>\$ 28,000</b>  | <b>\$24,025</b>   | <b>\$ 25,225</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

**FUND 01 - PUBLIC LANDS AND BUILDINGS**

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

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

The properties are at the following locations:

- 1) One house and lot on Level Creek Road.
- 2) One house and 4 acres on Highway 20.
- 3) One house and Utility Barn on 30.6 acres on Hillcrest Rd.
- 4) Community Center
- 5) City Hall
- 6) 44 Acres as leased landfill on Appling Rd
- 7) 268 acre Sewer Treatment Facility and Golf Course on Suwanee Dam Rd

**Summary by Category:**

|                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------|-------------------|-------------------|----------------------|
| Repair & Maintenance      |                   |                   |                      |
| Highway 20 Rental         | 500               | 300               | 500                  |
| Hillcrest Rental          | 250               | 650               | 750                  |
| City Hall                 | 2,000             | 1,200             | 2,000                |
| Community Center          | 500               | 750               | 1,000                |
| Utilities                 |                   |                   |                      |
| City Hall                 | 4,500             | 4,500             | 5,000                |
| Insp Office               | 0                 | 250               | 2,000                |
| Hillcrest Rental          | 0                 | 700               | 1,000                |
| Community Center          | 2,000             | 1,800             | 2,500                |
| Property & Liability Ins. | 45,000            | 73,000            | 85,000               |
| <b>TOTAL</b>              | <b>\$ 54,750</b>  | <b>\$ 83,150</b>  | <b>\$ 99,750</b>     |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 01 - MISCELLANEOUS

Summary by Category:

|                                  | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|----------------------------------|-------------------|-------------------|----------------------|
| Coffee & Vending Service         | \$ 700            | 1,200             | 1,500                |
| Radio Equipment                  | 1,400             | 2,500             | 2,500                |
| Radio Equipment Maint.           | 1,680             | 250               | 500                  |
| Radio Transmitting Fee           | 1,248             | 750               | 1,000                |
| Janitorial Supplies              | 1,000             | 1,500             | 1,500                |
| Janitorial Fee                   | 3,500             | 3,500             | 3,500                |
| Pager Service                    | 0                 | 2,000             | 2,000                |
| Telephone                        | 7,000             | 5,000             | 7,000                |
| Answering Service                | 2,000             | 1,500             | 2,000                |
| Miscellaneous                    | 2,500             | 4,500             | 3,000                |
| Vehicle Gas & Oil (consolidated) | 18,672            | 18,500            | 20,000               |
| <b>TOTAL</b>                     | <b>\$ 39,700</b>  | <b>\$41,200</b>   | <b>\$44,500</b>      |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993**

**THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR THE 1993 GENERAL FUND BUDGET**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Property Tax-Current    | 170,249           | 252,000           | 232,858           | 279,430              |
| 30200 Property Tax-Prior      | 61,118            | 35,000            | 89,000            | 58,215               |
| 30300 FIFA, Penalties & Int   | 70                | 200               | 2,500             | 3,000                |
| 30800 Intangible Tax          | 4,630             | 3,000             | 3,000             | 3,000                |
| 31200 Ad Valorem Tax          | 40,147            | 40,000            | 45,000            | 45,000               |
| 32100 Georgia Power Tax       | 99,578            | 100,000           | 100,675           | 100,000              |
| 32200 Southern Bell Tax       | 17,706            | 18,000            | 23,043            | 25,000               |
| 32300 Cable TV Tax            | 11,100            | 11,000            | 12,413            | 12,000               |
| 32600 Insurance Premium Tax   | 137,045           | 70,000            | 83,000            | 85,000               |
| 33100 Real Estate Tax         | 2,756             | 3,000             | 3,500             | 3,500                |
| 33200 Beer and Wine Tax       | 17,653            | 15,000            | 15,000            | 15,000               |
| 35000 Business License Fees   | 41,441            | 42,000            | 40,000            | 42,000               |
| 35200 Rezoning & Annex. Fees  | 4,150             | 2,750             | 4,200             | 3,500                |
| 35400 Qualifying Fees         | 288               | 0                 | 0                 | 216                  |
| 35500 Service Charge          | 1,030             | 1,000             | 2,200             | 2,500                |
| 35600 Yard Sale Permits       | 245               | 150               | 155               | 200                  |
| 35800 Marshall/Court Fines    | 1,385             | 1,400             | 0                 | 500                  |
| 36000 Interest Earned         | 55,991            | 10,000            | 9,000             | 10,000               |
| 37100 Highway 20 Rent         | 2,600             | 4,800             | 4,800             | 4,800                |
| 37400 Sale of Maps,Ords, Etc. | 642               | 400               | 350               | 400                  |
| 37500 Sale of Assets          | 5,700             | 2,000             | 3,200             | 2,000                |
| 37600 Utility Bill Penalties  | 46,169            | 40,000            | 40,000            | 40,000               |
| 37700 Reconnect Fees          | 0                 | 0                 | 255               | 250                  |
| 38000 C.D.B.G Grant           | 32,791            | 50,000            | 9,990             | 45,000               |
| 38200 Miscellaneous           | 1,339             | 1,000             | 1,200             | 1,500                |
| 38300 Comm Ctr. Rental        | 675               | 600               | 500               | 600                  |
| 38400 Pavilion Rental         | 0                 | 0                 | 500               | 500                  |
| 38600 Sugar Hill Festival Rev | 1,682             | 0                 | 732               | 0                    |
| 39000 Inspection revenue      |                   |                   |                   |                      |
| 39100 Building Permits        | 65,449            | 30,000            | 37,000            | 30,000               |
| 39200 Mobile Home Permits     | 5,099             | 2,500             | 2,800             | 2,500                |
| 39700 Development Permits     | 9,596             | 4,000             | 7,800             | 7,000                |
| 39800 Filing Fees             | 0                 | 0                 | 1,000             | 750                  |
| 39900 Miscellaneous           | 250               | 200               | 1,100             | 200                  |
| <b>TOTALS</b>                 | <b>\$838,574</b>  | <b>\$740,000</b>  | <b>\$776,771</b>  | <b>\$823,561</b>     |

GENERAL FUND - EXPENDITURES

|                                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages                 | 173,563           | 236,166           | 228,852           | 210,350              |
| 40300 Deferred Comp.                   | 5,060             | 4,800             | 5,712             | 10,560               |
| 40500 Bonuses                          | 3,123             | 6,702             | 6,700             | 6,724                |
| 40600 Employer FICA                    | 18,439            | 17,301            | 19,020            | 16,780               |
| 40800 SUTA                             | 1,523             | 1,617             | 1,944             | 1,224                |
| 40900 Retirement                       | 8,448             | 12,576            | 11,136            | 11,219               |
| 41000 Group Insurance                  | 34,423            | 51,704            | 42,372            | 50,896               |
| 41100 GMA(Gwinnett)                    | 571               | 400               | 525               | 550                  |
| 41200 Training & Travel                | 9,941             | 13,070            | 14,000            | 15,310               |
| 41300 City Marshall                    | 0                 | 0                 | 0                 | 18,000               |
| 42000 Mayor & Council Stipend          | 4,050             | 8,100             | 8,100             | 8,100                |
| 42400 Registrar Services               | 525               | 900               | 900               | 900                  |
| 42600 City Election                    | 1,637             | 0                 | 0                 | 1,700                |
| 42800 Coffee & Vending                 | 1,445             | 700               | 1,200             | 1,500                |
| 42900 Mileage Allowance                | 3,053             | 2,650             | 2,700             | 3,250                |
| 43000 Vehicle #201 Maint.              | 397               | 1,000             | 1,400             | 700                  |
| 43100 Vehicle Gas & Oil (consolidated) |                   | 18,672            | 18,500            | 20,000               |
| 43400 Data Processing Supp             | 1,868             | 3,500             | 3,500             | 4,000                |
| 43600 Office Supplies                  | 3,131             | 3,500             | 4,500             | 7,000                |
| 43800 Printing                         | 4,420             | 4,000             | 5,000             | 4,800                |
| 43900 Dues, Publ. & Subsc.             | 9,864             | 5,462             | 5,500             | 5,597                |
| 44000 Postage                          | 13,370            | 10,100            | 10,000            | 11,000               |
| 44200 City Hall Maint.                 | 7,765             | 2,000             | 1,200             | 2,000                |
| 44300 Comm Ctr. Maint.                 | 481               | 500               | 750               | 1,000                |
| 44500 Hillcrest Rental Maint.          | 145               | 250               | 650               | 750                  |
| 44600 Hwy 20 Rental Maint              | 1,684             | 500               | 300               | 500                  |
| 45000 Office Equipment                 | 31,683            | 3,000             | 20,300            | 19,800               |
| 45200 Office Equipment Maint.          | 4,516             | 2,500             | 4,700             | 5,000                |
| 45400 Radio Equipment                  | 405               | 1,400             | 2,500             | 2,500                |
| 45600 Radio Equipment Maint.           | 0                 | 1,680             | 250               | 1,000                |
| 45800 Radio Transmitting Fee           | 1,071             | 1,248             | 750               | 1,200                |
| 45900 Operation of City Court          | 335               | 750               | 100               | 750                  |
| 46000 City Hall Utilities              | 4,812             | 4,500             | 4,500             | 5,000                |
| 46200 Comm Ctr Utilities               | 1,983             | 2,000             | 1,800             | 2,500                |
| 46400 Audit                            | 8,700             | 8,700             | 8,700             | 9,200                |
| 46600 Attorney Fees                    | 11,118            | 12,500            | 14,000            | 14,000               |
| 46800 Legal Advertising                | 97                | 500               | 1,300             | 1,500                |
| 47000 Consultants Fees                 | 4,435             | 4,000             | 7,000             | 8,000                |
| 47200 Prop & Liab Ins.                 | 38,291            | 45,000            | 73,000            | 85,000               |
| 47400 Workers Comp Ins.                | 19,240            | 24,000            | 35,000            | 40,000               |



GENERAL FUND - EXPENDITURES, Cont'd

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 47700 Shortage/Overage      | -139              | 0                 | <450>             | 0                    |
| 47800 Bank Charges          | 204               | 250               | 2,000             | 2,000                |
| 48200 Sugar Hill Festival   | 2,370             | 1,500             | 1,500             | 1,500                |
| 48300 Answering Service     | 1,932             | 2,000             | 1,500             | 2,000                |
| 48400 Pager Service         | 0                 | 0                 | 2,000             | 2,000                |
| 48500 Telephone             | 5,863             | 7,000             | 5,000             | 7,000                |
| 48600 C.D.B.G Expense       | 20,291            | 50,000            | 10,620            | 45,000               |
| 48800 City Park Funding     | 27,500            | 25,000            | 25,000            | 25,000               |
| 49000 Prison Guard          | 20,648            | 23,000            | 23,000            | 23,000               |
| 49200 Prison Tools, Etc.    | 594               | 1,500             | 175               | 500                  |
| 49400 Prison Equip Maint.   | 745               | 1,500             | 200               | 500                  |
| 50000 Veh. #207 Bus Maint   | 1,996             | 2,000             | 650               | 725                  |
| 52500 Miscellaneous         | 5,940             | 2,500             | 4,500             | 3,000                |
| 52600 Council Meeting Supp  | 609               | 1,000             | 1,000             | 1,000                |
| 53000 Janitorial Supplies   | 1,387             | 1,000             | 1,500             | 1,500                |
| 53100 Janitorial Fee        | 1,654             | 3,500             | 3,500             | 3,500                |
| 55000 Inspection Expenses   |                   |                   |                   |                      |
| 44400 Bldg. Maint           | 446               | 500               | 4,800             | 800                  |
| 56000 Uniforms              | 359               | 350               | 300               | 500                  |
| 56500 Supplies              | 667               | 1,000             | 3,532             | 1,000                |
| 57000 Veh. #211 Maint.      | 418               | 1,000             | 950               | 550                  |
| 58000 Veh. #218 Maint.      | 390               | 500               | 65                | 530                  |
| 58200 Computer Equip & Soft | 0                 | 0                 | 0                 | 5,000                |
| 59000 Inspection Misc       | 107               | 500               | 130               | 500                  |
| <b>TOTALS</b>               | <b>\$529,593</b>  | <b>\$643,548</b>  | <b>\$659,833</b>  | <b>\$736,965</b>     |

### ENTERPRISE FUNDS

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

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 02 - SANITATION FUND

Service Statement

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

Goals and Objectives:

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

Summary by Category:

|                                   | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-----------------------------------|-------------------|-------------------|----------------------|
| <b><u>SANITATION REVENUES</u></b> |                   |                   |                      |
| Sanitation Revenues               | \$195,000         | 234,864           | \$243,684            |
| Tipping Fees                      | 5,250             | 1,740             | 5,000                |
| Lease Payments                    | 22,080            | 22,080            | 22,080               |
| Miscellaneous                     | 100               | 50                | 100                  |
| <b>TOTAL REVENUES</b>             | <b>\$222,430</b>  | <b>\$258,734</b>  | <b>\$270,864</b>     |
| <b><u>SANITATION EXPENSES</u></b> |                   |                   |                      |
| Subsidy                           | \$ 20,000         | 19,500            | 20,573               |
| Commercial Sanitation             | 58,000            | 63,987            | 67,506               |
| Multi-Family                      | 10,000            | 11,779            | 12,427               |
| Residential                       | 115,080           | 176,127           | 186,589              |
| Vehicle #204 Maint.               | 2,000             | 3,200             | 800                  |
| Vehicle #218 Maint.               | 1,500             | 1,200             | 650                  |
| Miscellaneous                     | 1,000             | 0                 | 500                  |
| <b>TOTAL EXPENSES</b>             | <b>\$207,580</b>  | <b>\$275,793</b>  | <b>\$289,045</b>     |

\*The average of new customers over the past five years is 207. The number used to calculate Sanitation Revenues is 100 new customers for 1992.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 03 - GAS FUND

Summary by Category:

|                                | BUDGET<br>FY 1992  | ACTUAL<br>FY 1992  | REQUESTED<br>FY 1993 |
|--------------------------------|--------------------|--------------------|----------------------|
| <b><u>GAS REVENUES</u></b>     |                    |                    |                      |
| Gas Revenue - Sales            | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| Gas Tap Fees                   | 30,000             | 25,000             | 20,650               |
| Gas Meter Sales                | 5,000              | 6,000              | 5,900                |
| Extended Gas Line              | 1,000              | 225                | 500                  |
| Cut Gas Line Penalty           | 500                | 0                  | 500                  |
| Miscellaneous                  | 500                | 0                  | 500                  |
| <b>TOTAL GAS REVENUES</b>      | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |
| <br><b><u>GAS EXPENSES</u></b> |                    |                    |                      |
| Personal Services              | \$ 144,736         | 148,024            | 166,631              |
| Gas Purchase                   | 987,347            | 700,000            | 1,110,000            |
| Operation, Maint, Educ.        | 72,450             | 117,070            | 282,845              |
| Supplies & Materials           | 90,500             | 67,000             | 93,500               |
| <b>TOTAL EXPENSES</b>          | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,652,976</b>   |

\*The average of new customers over the past five years is 220.

The number to calculate gas revenue, tap fees, and meter sales is 118 new customers.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 04 - WATER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>WATER REVENUES</u></b> |                   |                   |                      |
| Water Sales                  | 631,212           | 540,231           | 620,000              |
| Water Tap Fees               | 80,500            | 50,000            | 42,250               |
| Water Meter Sales            | 7,000             | 4,500             | 3,250                |
| Water Backflow Sales         | 3,500             | 2,500             | 1,625                |
| Cut Line Penalties           | 1,000             | 0                 | 1,000                |
| Miscellaneous                | 500               | 1,400             | 500                  |
| <b>TOTAL REVENUES</b>        | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$670,250</b>     |
| <b><u>WATER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | 318,473           | 247,148           | 351,737              |
| Water Purchases              | 301,775           | 232,767           | 289,403              |
| Operating, Maint & Educ.     | 22,500            | 24,770            | 38,983               |
| Debt Service/'74 G.O Bond    | 10,100            | 2,703             | 5,100                |
| Supplies & Materials         | 36,000            | 31,698            | 62,000               |
| <b>TOTAL EXPENSES</b>        | <b>\$ 688,848</b> | <b>\$ 539,086</b> | <b>\$ 747,223</b>    |

\*The number to calculate water sales is 2230 customers total (65 new customers in 1993) using 206 gallons per household per day at 1991 rates. Tap-on fees, meter sales, and backflow sales are projected using 65 new services.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 05 - STREET AND BRIDGE

Summary by Category:

|                                           | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|-------------------------------------------|-------------------|-------------------|----------------------|
| <b><u>STREET &amp; BRIDGE REVENUE</u></b> |                   |                   |                      |
| Subdivision Sign Permits                  | 500               | 650               | 700                  |
| Subdivision Sign Sales                    | 500               | 700               | 700                  |
| Street Sign Sales                         | 1,000             | 300               | 500                  |
| Street Light Revenue                      | 6,500             | 6,800             | 7,080                |
| County Paving Tax                         | 70,000            | 59,000            | 55,000               |
| Storm Water Program                       | 0                 | 0                 | 19,500               |
| <b>TOTAL REVENUES</b>                     | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$83,480</b>      |

**STREET & BRIDGE EXPENSES**

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| Personal Services       | \$ 51,362        | 74,291           | 104,916          |
| Operating & Maintenance | 122,350          | 74,671           | 127,100          |
| Supplies & Materials    | 6,500            | 7,460            | 30,050           |
| <b>TOTAL EXPENSES</b>   | <b>\$180,212</b> | <b>\$156,422</b> | <b>\$262,066</b> |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 06 - SEWER FUND

Summary by Category:

|                              | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|------------------------------|-------------------|-------------------|----------------------|
| <b><u>SEWER REVENUES</u></b> |                   |                   |                      |
| Sewer Revenue                | \$224,747         | 313,459           | \$ 291,803           |
| Sewer Impact Fees            | 500,000           | 150,000           | 375,000              |
| Sewer Inspections            | 2,500             | 3,500             | 5,000                |
| Construction Fund Interest   | 12,000            | 10,000            | 10,000               |
| Miscellaneous                | 0                 | 0                 | 0                    |
| <b>TOTAL REVENUES</b>        | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$681,803</b>     |
| <b><u>SEWER EXPENSES</u></b> |                   |                   |                      |
| Personal Services            | \$ 25,622         | 30,045            | 44,422               |
| Sewer Charges                | 150,000           | 128,419           | 102,000              |
| Operation, Maint. & Educ.    | 86,150            | 58,540            | 83,428               |
| Supplies & Materials         | 11,000            | 4,800             | 24,000               |
| Debt Service/'74 GO Bond     | 10,100            | 2,073             | 5,100                |
| Debt Service/'89 Rev Bond    | 317,082           | 317,082           | 314,978              |
| <b>TOTAL EXPENSES</b>        | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$573,928</b>     |

The number of customers used to calculate sewer revenue is 65 using 200 gallons per day at current rates.

\* Sewer Impact fees were calculated using 150 new tap-ons at a fee of \$2,500 each.

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 65% of the total \$484,582 in interest expense. The remaining 35% is appropriated in the golf course section.

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
BUDGET FOR THE FISCAL YEAR 1993

FUND 07 - GOLF COURSE FUND

Summary by Category:

|                                 | BUDGET<br>FY 1992 | ACTUAL<br>FY 1992 | REQUESTED<br>FY 1993 |
|---------------------------------|-------------------|-------------------|----------------------|
| <u>GOLF COURSE REVENUES</u>     |                   |                   |                      |
| Green Fees and Cart             |                   | 236,500           | \$975,082            |
| Pro Shop                        |                   | 10,500            | 39,000               |
| Snack Bar                       |                   | 11,000            | 23,063               |
| Driving Range                   |                   | 0                 | 32,400               |
| Resident Cards                  |                   | 1,100             | 500                  |
| Tournament Fees                 |                   | 4,500             |                      |
| Miscellaneous                   |                   | 300               | 500                  |
| <b>TOTAL REVENUE</b>            | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,070,545</b>   |
| <br><u>GOLF COURSE EXPENSES</u> |                   |                   |                      |
| Personal Services               | \$308,685         | 309,660           | 405,802              |
| Inventories                     | 0                 | 0                 | 37,800               |
| Operation, Maint. & Educ.       | 131,242           | 107,480           | 213,560              |
| Supplies & Materials            | 141,577           | 79,000            | 89,000               |
| **Debt Service/'89 Rev Bond     | 170,736           | 170,736           | 169,604              |
| <b>TOTAL EXPENSES</b>           | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$915,766</b>     |

\*\*The 1989 Revenue Bond Debt Service expense represented above reflects 35% of the total \$484,582 in interest expense. The remaining 65% is appropriated in the Sewer Fund section.



THE FOLLOWING ARE THE PROPOSED  
TOTAL REVENUES & EXPENDITURES  
FOR  
THE 1993 ENTERPRISE FUNDS BUDGET

**SANITATION FUND - REVENUES**

|                        | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sanitation Sales | 204,221           | 195,000           | 234,864           | 243,684              |
| 31600 Tipping Fees     | 1,908             | 5,250             | 1,740             | 5,000                |
| 31800 Lease Payments   | 22,080            | 22,080            | 22,080            | 22,080               |
| 32500 Miscellaneous    | 0                 | 100               | 50                | 100                  |
| <b>TOTALS</b>          | <b>228,209</b>    | <b>\$ 222,430</b> | <b>\$258,734</b>  | <b>\$270,864</b>     |

**SANITATION FUND - EXPENSES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 44500 Subsidy            | \$14,259          | \$ 20,000         | 19,500            | \$ 20,573            |
| 45000 Commercial         | 56,210            | 58,000            | 63,987            | 67,506               |
| 45500 Multi-Family       | 9,859             | 10,000            | 11,779            | 12,427               |
| 46000 Residential        | 149,524           | 115,080           | 176,127           | 186,589              |
| 47000 Gas Dump Maint.    | 2,519             | 2,000             | 3,200             | 800                  |
| 48000 Diesel Dump Maint. | 507               | 1,500             | 1,200             | 650                  |
| 91500 Miscellaneous      | 0                 | 1,000             | 0                 | 500                  |
| <b>TOTALS</b>            | <b>232,878</b>    | <b>\$ 207,580</b> | <b>\$275,793</b>  | <b>\$289,045</b>     |

**GAS FUND - REVENUES**

|                         | Actual<br>FY 1991  | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|-------------------------|--------------------|--------------------|--------------------|----------------------|
| 30100 Gas Sales         | \$1,432,665        | \$1,650,000        | \$1,658,049        | \$1,893,372          |
| 30400 Gas Tap Fees      | 41,490             | 30,000             | 25,000             | 20,650               |
| 30500 Gas Meter Sales   | 12,365             | 5,000              | 6,000              | 5,900                |
| 30800 Extended Gas Line | 4,269              | 1,000              | 225                | 500                  |
| 31000 Cut Gas Line      | 0                  | 500                | 0                  | 500                  |
| 32000 Miscellaneous     | 54                 | 500                | 0                  | 500                  |
| <b>TOTALS</b>           | <b>\$1,490,843</b> | <b>\$1,687,000</b> | <b>\$1,689,274</b> | <b>\$1,921,422</b>   |

**GAS FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | \$ 83,674         | \$103,856         | \$103,856         | \$114,700            |
| 40300 Deferred Compensation   | 0                 | 0                 | 360               | 2,160                |
| 40500 Bonuses                 | 435               | 2,208             | 2,208             | 2,290                |
| 40600 Employer FICA           | 6,401             | 7,944             | 8,500             | 8,775                |
| 40700 SUTA                    | 776               | 808               | 2,000             | 816                  |
| 40800 Retirement              | 4,107             | 4,732             | 4,732             | 5,393                |
| 41000 Group Insurance         | 18,533            | 25,188            | 25,188            | 32,497               |
| 41100 Uniforms                | 484               | 500               | 300               | 500                  |
| 42000 Training & Travel       | 2,963             | 2,500             | 2,000             | 2,500                |
| 42100 Drug Testing            | 1,393             | 1,200             | 0                 | 1,000                |
| 43000 Natural Gas             | 665,428           | 987,347           | 750,000           | 1,110,000            |
| 43500 Propane                 | 0                 | 20,000            | 0                 | 20,000               |
| 43600 Peak Shaving Maint.     | 1,390             | 1,500             | 1,100             | 1,500                |
| 43700 Office Supplies (1/2)   | 0                 | 0                 | 0                 | 500                  |
| 43800 Utility Barn Maint.     | 324               | 1,000             | 500               | 1,000                |
| 43900 Utility Barn Utilities  | 658               | 1,000             | 2,500             | 3,000                |
| 44100 Utility Locates Fax     | 316               | 500               | 500               | 750                  |
| 44200 High Pressure Gas Line  | 3,000             | 500               | 19,100            | 150,000              |
| 45000 Gas Meter Purchase      | 28,669            | 20,000            | 20,000            | 22,500               |
| 45200 Pipe & Fittings         | 56,396            | 50,000            | 40,000            | 55,000               |
| 45400 Supplies                | 12,765            | 12,000            | 5,000             | 13,000               |
| 45500 Mechanics Supply        | 1,267             | 1,000             | 2,000             | 3,000                |
| 45600 Equipment Purchase      | 22,248            | 2,000             | 6,100             | 40,200               |
| 45800 Equipment Maint.        | 6,723             | 5,500             | 2,500             | 5,800                |
| 46000 Tool Rental             | 621               | 1,000             | 800               | 1,000                |
| 47100 Gas Authority Meter Fee | 13,528            | 17,500            | 5,000             | 5,000                |
| 47300 Gas Consultant          | 3,360             | 3,500             | 3,500             | 5,000                |

**GAS FUND - EXPENSES, Cont'd**

|                              | Actual<br>FY 1991 | Budget<br>FY 1992  | Actual<br>FY 1992  | Requested<br>FY 1993 |
|------------------------------|-------------------|--------------------|--------------------|----------------------|
| 47500 Radio Transmitting Fee | 510               | 1,000              | 750                | 1,000                |
| 47600 Radio Maint. Fee       | 350               | 1,000              | 500                | 750                  |
| 47700 Cathodic Protection    | 7,644             | 5,000              | 5,000              | 13,000               |
| 47900 Gas Leak Cont. Service | 6,695             | 5,000              | 3,500              | 5,000                |
| 49000 Other Contract Service | 1,304             | 1,500              | 8,500              | 5,000                |
| 50000 Veh. #202 Maint.       | 445               | 500                | 700                | 530                  |
| 51000 Veh. #205 Maint.       | 1,222             | 1,000              | 450                | 800                  |
| 51300 Veh. #206 Maint.       | 315               | 500                | 250                | 800                  |
| 51400 Veh. #203 Maint.(1/2)  |                   |                    | 0                  | 265                  |
| 52000 #3 Price Rd GBED       | 5,126             | 1,200              | 1,200              | 1,200                |
| 52100 #1 Davis Street        | 152               | 250                | 0                  | 250                  |
| 52200 #2 Whitehead Rd        | 1,103             | 1,000              | 850                | 1,000                |
| 52300 #4 Border St Gbed      | 0                 | 1,000              | 450                | 1,000                |
| 52350 #5 Hwy 20 (Church)     | 0                 | 0                  | 0                  | 5,000                |
| 52360 #6 Hwy 20 (River)      | 0                 | 0                  | 0                  | 2,000                |
| 53500 Transco Meter Phone    | 365               | 300                | 300                | 5,000                |
| 50000 Cut Lines              | 1,438             | 1,500              | 300                | 1,500                |
| 70000 Miscellaneous          | 1,088             | 1,000              | 1,600              | 1,000                |
| <b>TOTALS</b>                | <b>\$ 963,215</b> | <b>\$1,295,033</b> | <b>\$1,032,094</b> | <b>\$1,652,976</b>   |

**WATER FUND - REVENUES**

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Water Sales         | 454,075           | 631,212           | 540,231           | 620,000              |
| 30500 Water Tap Fee       | 125,075           | 80,500            | 50,000            | 43,875               |
| 31000 Water Meter Sales   | 11,960            | 7,000             | 4,500             | 3,250                |
| 31500 Water Backflow Fees | 4,776             | 3,500             | 2,500             | 1,625                |
| 32000 Cut Line Penalties  | 0                 | 1,000             | 0                 | 1,000                |
| 32500 Miscellaneous       | 104               | 500               | 1,400             | 500                  |
| <b>TOTALS</b>             | <b>\$595,990</b>  | <b>\$723,712</b>  | <b>\$598,631</b>  | <b>\$670,250</b>     |

**WATER FUND - EXPENSES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages        | 168,877           | 228,030           | 170,000           | 235,368              |
| 40500 Bonuses                 | 2,794             | 3,448             | 3,448             | 4,488                |
| 40600 Employer FICA           | 12,924            | 17,444            | 18,000            | 18,006               |
| 40800 SUTA                    | 1,393             | 1,839             | 1,200             | 1,904                |
| 41000 Retirement              | 5,320             | 10,316            | 4,500             | 12,767               |
| 41500 Group Insurance         | 36,012            | 57,396            | 50,000            | 79,084               |
| 41100 Uniforms                | 673               | 500               | 350               | 500                  |
| 42000 Training & Travel       | 1,307             | 1,500             | 1,800             | 1,500                |
| 42200 Water Meter Purchase    | 9,286             | 6,000             | 1,500             | 6,000                |
| 42400 Backflow Preventor      | 3,190             | 3,000             | 250               | 2,500                |
| 43100 Water Tank Meter #1     | 221,486           | 240,000           | 200,000           | 235,400              |
| 43200 P.I.B Meter #2          | 32,694            | 35,000            | 7,692             | 21,400               |
| 43300 Davis St Meter #3       | 75                | 75                | 75                | 75                   |
| 43400 Whitehead Rd Meter #4   | 4,128             | 4,700             | 8,500             | 9,095                |
| 43500 Hilltop Meter #5        | 2,334             | 2,600             | 3,000             | 3,424                |
| 43600 Pinedale Meter #6       | 2,442             | 1,750             | 6,500             | 8,774                |
| 43700 West Price Meter #7     | 9,689             | 10,100            | 9,000             | 11,235               |
| 44100 Utility Locate Fax/Dues | 315               | 1,000             | 450               | 750                  |
| 44300 Radio Maint. Fee        | 350               | 1,000             | 450               | 750                  |
| 44400 Radio Transmitting Fee  | 510               | 1,000             | 700               | 1,000                |
| 44500 Equipment Purchase      | 1,729             | 2,000             | 1,500             | 30,000               |
| 44700 Equipment Maint.        | 3,449             | 2,000             | 2,500             | 5,800                |
| 44900 Tool Rental             | 621               | 1,000             | 1,000             | 1,000                |
| 45000 Pipe & Fittings         | 23,622            | 20,000            | 8,500             | 17,000               |
| 45100 PIB Pump Util           | 2,721             | 3,200             | 4,000             | 4,000                |
| 45200 Water Tank Maint.       | 3,629             | 1,000             | 350               | 4,000                |

**WATER FUND - EXPENSES - Cont'd**

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 45400 Contract Services     | 1,777             | 2,000             | 375               | 1,000                |
| 45500 Mechanics Supply      | 1,263             | 500               | 2,500             | 3,000                |
| 45600 Office Supplies (1/2) | 0                 | 0                 | 0                 | 500                  |
| 56000 Vehicle Purchase      | 0                 | 0                 | 17,698            | 12,000               |
| 56100 '74 GO Bond Interest  | 0                 | 10,000            | 2,703             | 5,000                |
| 56200 '74 GO Bond Agent Fee | 0                 | 100               | 0                 | 100                  |
| 56300 Veh. #217 Maint.      | 0                 | 0                 | 300               | 300                  |
| 56500 Supplies              | 2,955             | 1,500             | 3,000             | 2,000                |
| 56600 Consultants Fees      | 3,464             | 2,000             | 0                 | 1,500                |
| 56700 Veh. #215 Maint.      | 365               | 1,000             | 250               | 530                  |
| 57000 Veh. #214 Maint.      | 802               | 1,000             | 250               | 530                  |
| 57100 Veh. #204 Maint.      | 0                 | 0                 | 500               | 530                  |
| 57500 Veh. #209 Maint       | 1,876             | 1,500             | 1,400             | 800                  |
| 58000 Veh. #212 Maint.      | 570               | 1,000             | 750               | 550                  |
| 58500 Veh. #216 Maint.      | 1,194             | 1,000             | 2,100             | 750                  |
| 58600 Veh. #203 Maint.      | 0                 | 0                 | 0                 | 265                  |
| 58800 Cut Lines             | 1,438             | 1,500             | 200               | 750                  |
| 59000 Water Assoc. Dues     | 155               | 300               | 120               | 300                  |
| 59000 Miscellaneous         | 340               | 1,000             | 1,600             | 1,000                |
| <b>TOTALS</b>               | <b>\$568,576</b>  | <b>\$688,848</b>  | <b>\$539,086</b>  | <b>\$747,223</b>     |

**STREET AND BRIDGE FUND - REVENUES**

|                               | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|
| 30300 County Paving Tax       | 67,749            | 70,000            | 59,000            | 55,000               |
| 30500 Subdivision Sign Permit | 1,075             | 500               | 650               | 700                  |
| 30600 Subdivision Sign Sales  | 197               | 500               | 700               | 700                  |
| 31000 Street Sign Sales       | 0                 | 1,000             | 300               | 500                  |
| 31100 Street Light Revenue    | 5,661             | 6,500             | 6,800             | 7,080                |
| 31200 Storm Water Program     | 0                 | 0                 | 0                 | 19,500               |
| <b>TOTALS</b>                 | <b>\$78,310</b>   | <b>\$ 78,500</b>  | <b>\$67,450</b>   | <b>\$83,480</b>      |

**STREET AND BRIDGE FUND - EXPENSES**

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries & Wages     | 33,761            | 37,399            | 62,791            | 72,112               |
| 40500 Bonuses              | 355               | 255               | 350               | 1,294                |
| 40600 Employer FICA        | 2,582             | 2,861             | 4,500             | 5,517                |
| 40700 SUTA                 | 258               | 441               | 500               | 680                  |
| 40900 Retirement           | 314               | 1,298             | 650               | 2,701                |
| 41000 Group Insurance      | 4,128             | 9,108             | 5,500             | 22,612               |
| 41100 Street Patching      | 5,653             | 70,000            | 27,000            | 55,000               |
| 41200 Gravel               | 415               | 3,000             | 1,200             | 5,000                |
| 41300 Street Signs & Posts | 2,710             | 3,000             | 3,000             | 3,500                |
| 41400 Street Lights        | 37,691            | 43,500            | 42,771            | 43,500               |
| 41500 Traffic Lights       | 565               | 1,000             | 450               | 750                  |
| 41600 Uniforms             | 164               | 200               | 0                 | 300                  |
| 41800 Chemicals            | 657               | 3,000             | 0                 | 1,500                |
| 42000 Equipment Purchase   | 16,174            | 2,000             | 3,660             | 5,000                |
| 42200 Equip Maint.         | 0                 | 0                 | 1,500             | 2,000                |
| 42300 Equip Rental         | 0                 | 0                 | 0                 | 15,000               |
| 42400 Supplies             | 1,773             | 1,500             | 750               | 1,500                |
| 42500 Van Maint.           | 214               | 1,000             | 1,000             | 550                  |
| 43000 Subdivision Signs    | 324               | 150               | 50                | 50                   |
| 43100 Drainage Control     | 0                 | 0                 | 0                 | 2,000                |
| 43200 Storm Water Program  | 0                 | 0                 | 0                 | 19,500               |
| 43500 Contract Services    | 0                 | 0                 | 250               | 1,500                |
| 44900 Miscellaneous        | 0                 | 500               | 500               | 500                  |
| <b>TOTALS</b>              | <b>\$107,738</b>  | <b>\$180,212</b>  | <b>\$156,422</b>  | <b>\$262,066</b>     |

**SEWER FUND - REVENUES**

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Sewer Revenue         | \$263,455         | \$224,747         | \$313,459         | \$ 291,803           |
| 30600 Sewer Impact Fees     | 670,191           | 500,000           | 150,000           | 375,000              |
| 31000 Sewer Inspection Fees | 13,630            | 2,500             | 3,500             | 5,000                |
| 31200 Interest/Const. Funds | 24,751            | 12,000            | 10,000            | 10,000               |
| 31500 Miscellaneous         | 542               | 0                 | 0                 | 0                    |
| <b>TOTALS</b>               | <b>\$972,569</b>  | <b>\$739,247</b>  | <b>\$476,959</b>  | <b>\$ 681,803</b>    |

**SEWER FUND - EXPENSES**

|                              | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages         | \$ 21,002         | \$ 18,171         | 22,457            | 31,220               |
| 40300 Deferred Compensation  | 0                 | 0                 | 540               | 720                  |
| 40500 Bonuses                | 210               | 270               | 270               | 225                  |
| 40600 Employer FICA          | 1,624             | 1,390             | 2,117             | 2,388                |
| 40800 SUTA                   | 116               | 147               | 200               | 272                  |
| 40900 Retirement             | 1,052             | 1,090             | 673               | 1,124                |
| 41000 Group Insurance        | 4,227             | 4,554             | 4,268             | 8,473                |
| 41200 Uniforms               | 209               | 500               | 0                 | 500                  |
| 41200 Veh. #208 Maint        | 868               | 1,500             | 1,300             | 540                  |
| 42000 Training & Travel      | 762               | 1,500             | 1,100             | 2,000                |
| 42200 Equipment Purchase     | 45                | 2,000             | 2,500             | 12,000               |
| 42400 Equipment Maint.       | 0                 | 1,000             | 505               | 2,000                |
| 42500 Chemicals              | 2,040             | 3,000             | 1,500             | 3,000                |
| 42600 Pipe & Fittings        | 2,018             | 2,000             | 500               | 2,000                |
| 42700 Supplies               | 1,676             | 1,000             | 250               | 5,000                |
| 42900 Infiltration Supplies  | 159               | 2,000             | 50                | 2,000                |
| 43100 Sewer Treatment Fees   | 143,014           | 150,000           | 126,919           | 100,000              |
| 43300 S.S. Plant Equip.      | 107               | 5,000             | 0                 | 0                    |
| 43500 S.S. Plant Maint.      | 807               | 2,000             | 1,500             | 2,000                |
| 43700 S.S. Plant Supplies    | 807               | 1,000             | 0                 | 0                    |
| 43900 S.S. Plant Veh. Maint. | 785               | 1,000             | 0                 | 0                    |
| 44100 S.S. Sludge Disposal   | 0                 | 5,000             | 0                 | 0                    |
| 44300 S.S. Others            | 0                 | 500               | 0                 | 0                    |
| 50100 N. Ave w/ Generator    | 596               | 1,000             | 1,700             | 1,200                |
| 50200 Old Suwanee Rd         | 903               | 1,500             | 1,100             | 1,750                |
| 50300 N. Ave w/o Generator   | 191               | 500               | 1,500             | 500                  |
| 50400 Pinecrest Rd           | 8,518             | 7,500             | 7,000             | 9,000                |



SEWER FUND - EXPENSES, CONT'D

|                             | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|-----------------------------|-------------------|-------------------|-------------------|----------------------|
| 50500 Old Cumming Rd        | 588               | 1,000             | 500               | 1,000                |
| 50600 Oak Grove Dr          | 5,661             | 9,000             | 6,500             | 11,000               |
| 50700 Border Street         | 2,382             | 2,000             | 1,500             | 2,250                |
| 50800 Pine Street           | 1,717             | 2,000             | 2,600             | 2,000                |
| 50900 Hillcrest Dr          | 7,640             | 4,000             | 2,500             | 4,000                |
| 51000 Creek Lane            | 5,789             | 4,500             | 2,500             | 5,000                |
| 51100 Sugar Creek Dr        | 7,476             | 3,000             | 4,000             | 3,000                |
| 51200 Sycamore Summit       | 5,304             | 4,500             | 7,000             | 4,500                |
| 51300 Parkview North        | 6,409             | 2,000             | 3,000             | 3,000                |
| 51400 N. Gwinnett Townhomes | 1,976             | 2,200             | 3,000             | 9,200                |
| 51500 Bent Creek            | 388               | 1,500             | 1,500             | 1,500                |
| 51600 Lakefield Forrest     | 0                 | 500               | 500               | 1,000                |
| 51700 Hidden Meadows        | 368               | 1,000             | 350               | 1,000                |
| 51800 Parkview East         | 394               | 1,000             | 1,000             | 1,200                |
| 51900 Peachtree Village     | 1,177             | 1,200             | 650               | 1,200                |
| 52000 Shoneys               | 1,205             | 2,500             | 2,500             | 2,300                |
| 52100 Princeton Oaks        | 314               | 1,000             | 200               | 7,750                |
| 52200 The Springs           |                   |                   | 0                 | 500                  |
| 53000 Flowmeter - Davis Rd  | 193               | 1,000             | 175               | 1,000                |
| 54000 Liftstation Alarm     | 0                 | 250               | 150               | 3,500                |
| 54200 Liftstation TV Camera | 0                 | 10,000            | 10,000            | 10,000               |
| 54500 Liftstation Misc.     | 569               | 500               | 1,200             | 750                  |
| 55100 '74 GO Bond Interest  | 12,475            | 10,000            | 2,703             | 5,000                |
| 55200 '74 GO Bond Agent Fee | 150               | 100               | 0                 | 100                  |
| 55400 '89 Rev Bond Interest | 496,557           | 317,082           | 317,082           | 302,266              |
| 55600 Arbitrage Audit       | 4,000             | 3,000             | 2,000             | 2,000                |
| <b>TOTALS</b>               | <b>\$754,468</b>  | <b>\$599,954</b>  | <b>\$550,959</b>  | <b>\$573,928</b>     |

**GOLF COURSE - REVENUES**

|                          | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|--------------------------|-------------------|-------------------|-------------------|----------------------|
| 30100 Miscellaneous      | 0                 | 0                 | \$ 300            | \$ 500               |
| 30300 Res. Green Fee     | 0                 | 0                 | 15,000            | 69,833               |
| 30310 Non-Res. Green Fee | 0                 | 0                 | 145,000           | 558,666              |
| 30320 JR/SR Green Fee    | 0                 | 0                 | 6,500             | 69,833               |
| 30500 Cart Fees          | 0                 | 0                 | 70,000            | 276,750              |
| 30700 Driving Range      | 0                 | 0                 | 0                 | 32,400               |
| 30900 Merchandise        | 0                 | 0                 | 10,500            | 39,000               |
| 31100 Concessions        | 0                 | 0                 | 11,000            | 23,063               |
| 31300 Resident Cards     | 0                 | 0                 | 1,100             | 500                  |
| <b>TOTALS</b>            | <b>\$ 0</b>       | <b>\$456,540</b>  | <b>\$259,400</b>  | <b>\$1,070,545</b>   |

**GOLF COURSE - EXPENSES**

|                           | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|---------------------------|-------------------|-------------------|-------------------|----------------------|
| 40100 Salaries/Wages      | 0                 | \$233,269         | 234,000           | 295,560              |
| 40300 Deferred Comp       | 0                 | 3,432             | 5,500             | 5,232                |
| 40500 Bonuses             | 0                 | 1,160             | 1,160             | 3,795                |
| 40600 FICA                | 0                 | 17,845            | 18,000            | 22,610               |
| 40800 SUTA                | 0                 | 4,035             | 3,500             | 1,904                |
| 40900 Retirement          | 0                 | 5,538             | 4,500             | 8,819                |
| 41000 Group Insurance     | 0                 | 42,406            | 43,000            | 67,822               |
| 41100 Uniforms            | 0                 | 0                 | 0                 | 1,000                |
| 41200 Training/Travel     | 0                 | 2,900             | 850               | 2,300                |
| 41300 Truck Maint.        | 0                 | 600               | 450               | 600                  |
| 41400 Dump Truck Maint.   | 0                 | 600               | 650               | 500                  |
| 41500 Prison Bus Maint.   | 0                 | 600               | 1,500             | 500                  |
| 41600 Overage/Shortage    | 0                 | 0                 | <180>             | 0                    |
| 41700 Tournament Exp      | 0                 | 0                 | 350               | 2,000                |
| 41800 Temp. Port-o-can    | 0                 | 0                 | 700               | 1,020                |
| 42000 Pro Shop Inventory  | 0                 | 0                 | 0                 | 30,000               |
| 42200 Snack Bar Inventory | 0                 | 0                 | 0                 | 7,841                |
| 42900 Mileage             | 0                 | 1,200             | 350               | 726                  |
| 43000 Equip Maint.        | 0                 | 3,600             | 6,500             | 23,500               |
| 43100 Gas & Oil           | 0                 | 5,200             | 11,000            | 12,000               |
| 43300 Equip Purchase      | 0                 | 0                 | 3,000             | 17,964               |
| 43600 Office Supplies     | 0                 | 400               | 2,500             | 1,200                |
| 43700 Ice Exp             | 0                 | 0                 | 250               | 1,000                |
| 43800 Printing            | 0                 | 4,250             | 300               | 4,500                |
| 43900 Dues & Subscrip     | 0                 | 1,500             | 400               | 1,500                |
| 44000 Postage             | 0                 | 875               | 200               | 2,500                |
| 44100 Advertising         | 0                 | 500               | 500               | 6,000                |
| 44200 Clubhouse Rental    | 0                 | 899               | 1,500             | 4,740                |
| 44300 Rental Equip        | 0                 | 3,300             | 1,100             | 2,496                |
| 44400 Electricity         | 0                 | 21,500            | 30,000            | 35,000               |
| 44500 Water               | 0                 | 88,710            | 30,000            | 20,000               |
| 44600 Consulting Fees     | 0                 | 0                 | 0                 | 2,000                |

GOLF COURSE - EXPENSES CONT'D

|                            | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|----------------------------|-------------------|-------------------|-------------------|----------------------|
| 44700 Credit Card Proc     | 0                 | 0                 | 1,500             | 4,647                |
| 44800 Janitorial Supplies  | 0                 | 325               | 500               | 600                  |
| 44900 Debt Service         | 0                 | 170,736           | 170,736           | 169,604              |
| 45000 Miscellaneous        | 0                 | 600               | 2,000             | 2,000                |
| 45100 Safety Supplies      | 0                 | 40                | 350               | 400                  |
| 45200 Prison Labor         | 0                 | 22,999            | 23,000            | 24,150               |
| 45300 Cart Leasing         | 0                 | 21,000            | 21,000            | 44,400               |
| 45400 Irrigation Maint.    | 0                 | 4,200             | 3,000             | 4,200                |
| 45500 Cart Bldg Maint.     | 0                 | 0                 | 0                 | 300                  |
| 45600 Path & Bridge Maint. | 0                 | 1,740             | 0                 | 17,000               |
| 45800 Golf Accessories     | 0                 | 0                 | 0                 | 0                    |
| 46000 Crossties            | 0                 | 1,416             | 500               | 0                    |
| 46200 Sand & Topsoil       | 0                 | 6,500             | 4,000             | 6,500                |
| 46400 Sod & Seed           | 0                 | 784               | 1,000             | 5,000                |
| 46600 Drainage             | 0                 | 5,040             | 100               | 500                  |
| 46800 Pest Control         | 0                 | 312               | 500               | 864                  |
| 47000 Licenses & Permits   | 0                 | 800               | 50                | 500                  |
| 48000 Lime & Fertilizer    | 0                 | 18,100            | 6,500             | 14,200               |
| 48200 Other Chemicals      | 0                 | 12,800            | 5,000             | 12,800               |
| 48400 Office Equip Maint.  | 0                 | 750               | 1,000             | 804                  |
| 48500 Telephone            | 0                 | 2,400             | 3,500             | 5,496                |
| 48700 Radio Maint.         | 0                 | 204               | 60                | 204                  |
| 48800 Cart Maint.          | 0                 | 300               | 1,500             | 2,508                |
| 49000 Attorney Fees        | 0                 | 500               | 5,000             | 1,500                |
| 49200 Signage Maint.       | 0                 | 400               | 0                 | 400                  |
| 49300 Maint. Bldg Maint.   | 0                 | 0                 | 0                 | 1,200                |
| 49400 Small Tools          | 0                 | 600               | 1,100             | 1,500                |
| 49500 Shop Supplies/Equip  | 0                 | 0                 | 0                 | 2,300                |
| 49600 Security             | 0                 | 29,375            | 3,500             | 2,000                |
| 49700 Driving Range Exp    | 0                 | 0                 | 0                 | 3,000                |
| 49800 Erosion Control      | 0                 | 5,000             | 0                 | 500                  |
| 49900 Veh. Purchase        | 0                 | 0                 | 9,900             | 0                    |
| <b>TOTALS</b>              | <b>\$ 0</b>       | <b>\$751,240</b>  | <b>\$666,876</b>  | <b>\$915,766</b>     |

**SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
VARIANCE FOR THE FISCAL YEAR 1993**

|                                                | Actual<br>FY 1991 | Budget<br>FY 1992 | Actual<br>FY 1992 | Requested<br>FY 1993 |
|------------------------------------------------|-------------------|-------------------|-------------------|----------------------|
| General Fund Revenues                          | \$838,574         | \$740,000         | \$ 776,771        | \$ 823,561           |
| General Fund Expenses                          | 529,593           | 643,548           | 659,833           | 736,965              |
| Sanitation Fund Revenues                       | 228,209           | 222,430           | 258,734           | 270,864              |
| Sanitation Fun Expenses                        | 232,878           | 207,580           | 275,793           | 289,045              |
| Gas Fund Revenues                              | 1,490,843         | 1,687,000         | 1,689,274         | 1,921,422            |
| Gas Fund Expenses                              | 963,215           | 1,295,033         | 1,032,094         | 1,652,976            |
| Water Fund Revenues                            | 595,990           | 723,712           | 598,631           | 670,250              |
| Water Fund Expenses                            | 568,576           | 688,848           | 539,086           | 747,223              |
| S & B Fund Revenues                            | 78,310            | 78,500            | 67,450            | 83,480               |
| S & B Fund Expenses                            | 107,738           | 180,212           | 156,422           | 262,066              |
| Sewer Fund Revenues                            | 972,569           | 739,247           | 476,959           | 681,803              |
| Sewer Fund Expenses                            | 754,368           | 599,954           | 550,959           | 573,928              |
| Golf Course Revenues                           | 179               | 456,540           | 259,400           | 1,070,545            |
| Golf Course Expenses                           | 781,879           | 755,166           | 666,876           | 915,766              |
| Total Funds Revenues                           | 4,204,674         | 4,647,429         | 4,127,219         | 5,521,925            |
| Total Funds Expenses                           | 3,938,247         | 4,366,415         | 3,881,063         | 5,177,969            |
| <hr/>                                          |                   |                   |                   |                      |
| <b>SUBTOTAL VARIANCES</b>                      | <b>\$ 266,427</b> | <b>\$ 281,014</b> | <b>\$ 246,156</b> | <b>\$ 343,956</b>    |
| Reserve for Contingency - Capital Improvements |                   |                   |                   | \$ 343,956           |
| <b>GRAND TOTAL VARIANCES</b>                   | <b>\$ 266,427</b> | <b>\$281,014</b>  | <b>\$204,798</b>  | <b>\$ 0</b>          |

SUGAR HILL CITY GOVERNMENT  
SUGAR HILL, GEORGIA  
CAPITAL CONTINGENCY BUDGET FOR THE FISCAL YEAR 1993

GENERAL FUND

- 1) Annual Appropriation for Pooled Lease.....\$ 146,962.10
- 2) Various office furniture.....\$ 5,000
- 3) Sidewalk Program.....\$ 50,000

GAS DEPARTMENT

- 1) Meter for Reading Flow from Transco.....\$10,585
- 2) 2 C.G.I.....\$ 1,500
- 3) Attendance to Gas Leak Seminar.....\$ 450
- 4) Telephone System for Gas Meter.....\$ 5,000
- 5) High Pressure Gas Line.....\$76,000
- 6) Increase Gas Main from Take Point.....\$170,000
- 7) Duncan Town Improvements.....\$ 6,250

WATER DEPARTMENT

- 1) Ductile Pipe for tank.....\$160,110
- 2) Bore at P.I.B.....\$ 8,500
- 3) 4 Taps on Existing Mains.....\$ 5,000

SEWER DEPARTMENT

- 1) Sewer Clean Out Machine.....\$ 17,000

STREET & BRIDGE DEPARTMENT

- 1) Chipper.....\$15,000
- 2) Rear Mount Broom Sweeper for Street.....\$ 2,200

ORDINANCE

The Council of the City of Sugar Hill hereby ordains that the Zoning Ordinance of the City of Sugar Hill, Georgia is hereby amended by striking Section 609(4)b in its entirety and replacing said Section with the following new Section 609(4)b:

subdivision  
to

The City will provide directional signage at key locations within the City in order to direct consumers to new subdivisions under construction within the city limits. These signs will say "NEW HOMES" and will have the price range for the subdivision with an arrow pointing in the direction of the new direct consumers to the subdivision. Each sign will be identical in size and color and will not exceed twelve square feet. A subdivision may have such a sign erected by the City by obtaining a permit from the City and paying the permit fee established by the Mayor and Council of the City of Sugar Hill. A permit for such a sign shall be valid for a period of one year. Such sign shall be removed by the City prior to the end of the one year period should the subdivision be built out prior to that time. The purchase of these signs shall be optional and should the developer of a new subdivision not desire to purchase such a sign, the developer shall have the right to place realtor directional signs as allowed under subsection (h) of paragraph 3 of this section subject to all conditions set forth therein.

This amendment shall become effective immediately. Except as amended herein, all other provisions of said Ordinance shall remain in full force and effect.

IT IS SO ORDAINED this 14<sup>th</sup> day of December, 1992.

[Signature]  
Council Member

[Signature]  
Council Member

[Signature]  
Council Member

[Signature]  
Council Member

[Signature]  
Council Member

ATTEST:

Judy Scott  
City Clerk

APPROVED BY

George A. Haggard  
MAYOR

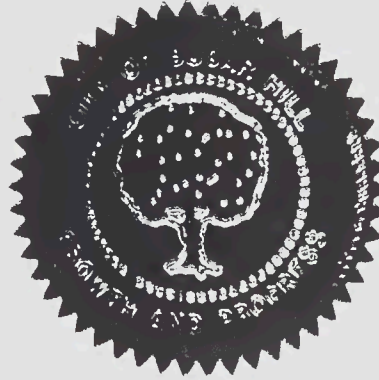
This 14th day of December, 1992.

Delivered to the Mayor 12/14/92

Received from Mayor 12/14/92

ATTEST:

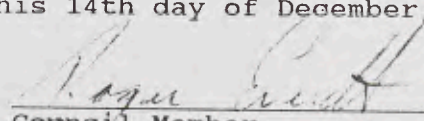
Judy Scott  
CITY CLERK

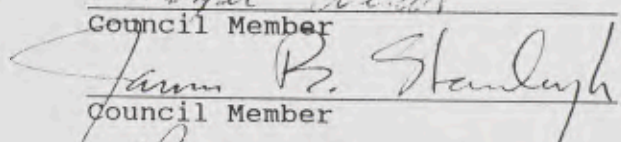


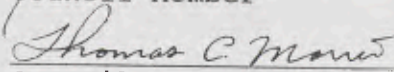
ORDINANCE

The Council of the City of Sugar Hill hereby ordains that the Zoning Ordinance of the City of Sugar Hill, Georgia is hereby amended by the adoption of a new Official Zoning Map which Map is on file with the City Clerk of the City of Sugar Hill and bears the signature of the Mayor and the date of this amendment. Said new Official Zoning Map shall supersede all prior Official Zoning Maps. Said Zoning Map corrects any and all errors and omissions which may previously have existed in any previous Official Zoning Maps or in any previous amendments to the Zoning Ordinance adopted by the Mayor and Council of the City of Sugar Hill and the designations shown on said Official Zoning Map shall constitute the proper and official zoning classification of all property located within the corporate boundaries of the City of Sugar Hill as of its date of adoption.


IT IS SO ORDAINED this 14th day of December, 1992.

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

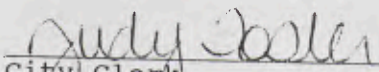
  
\_\_\_\_\_  
Council Member

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

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

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

ATTEST:

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



APPROVED BY

George Haggard  
MAYOR

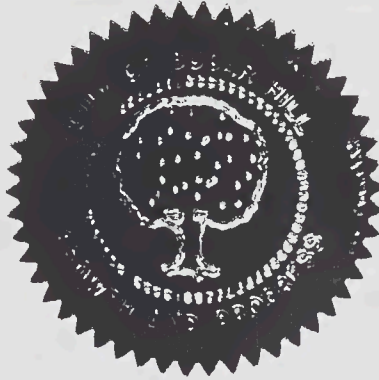
This 14th day of December, 1992.

Delivered to the Mayor December 14, 1992

Received from Mayor December 14, 1992

ATTEST:

Dudy Scoles  
CITY CLERK



R E S O L U T I O N

WHEREAS, the Georgia Planning Act of 1989 requires each local government to prepare a Comprehensive Plan; and

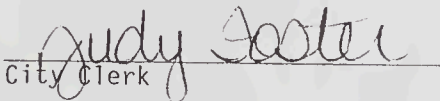
WHEREAS, the City of Sugar Hill, Georgia has compiled, reviewed, modified and finalized a document in compliance with the guidelines provided by the State of Georgia's Minimum Planning Standards and Procedures for Local Comprehensive Planning;

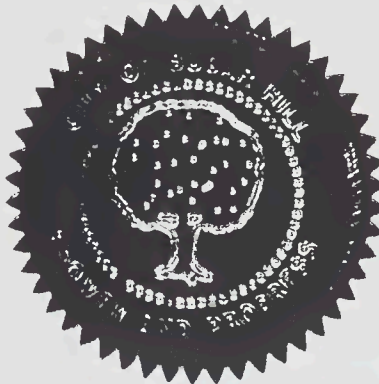
NOW, THEREFORE, BE IT RESOLVED by the City of Sugar Hill, Georgia, that the document entitled: City of Sugar Hill Comprehensive Plan (September 1992) be officially approved and adopted.

SO RESOLVED THIS 14th day of December, 1992.

ATTEST:

  
Mayor

  
City Clerk



CITY OF SUGAR HILL  
PERSONNEL HANDBOOK AND POLICIES

Written in 1985  
Revised February 1991  
Revised December 1992

Prepared by:  
City Manager Kathy Williamson  
Liason to Personnel Councilmember Thomas Morris

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## DEFINITIONS

1. Adverse Action - An action taken for any reason by the appointing authorities or designee that results in a suspension without pay, salary reduction, demotion, or dismissal.
2. Adverse Effect - The results of an action or decision that is not an adverse action but which deprives the employee of income or the opportunity to earn more income.
3. Allocate - To allocate a position means assigning the position to an appropriate class on the basis of the similarity of work and level of responsibility performed in the position.
4. Anniversary Date - The date one year from the employee's employment date.
5. Appeal - The right to appear before the City Manager to be heard on matters of discrimination, unfair practices or other rights of applicants or employees under these policies. For department heads the right to appear before the Mayor and Council in an closed Personnel meeting, on matters of discrimination, unfair practices or other rights of according to policies.
6. Class - Class means a group of position sufficiently similar as to duties performed, level of responsibility, minimum requirements of training, experience, or skill, and such other characteristics that the same title, the same examination for selection, and the same rate of compensation may be applied to each position in the group.
7. Classification and Pay Plan - The system of assigning jobs to classes and to an appropriate pay grade based on the similarities of positions.
8. Continuous Service - Continuous service is employment which is uninterrupted except for authorized leaves of absence, suspension or separation due to a reduction in work force.
9. Covered Employees - Employees of the City of Sugar Hill under the authority and control of the City Manager.
10. Dangerous Drugs - Abuse of drugs is also referred to as substance abuse. It includes those non-narcotic drugs that are habit forming and/or have a potential for abuse because of their stimulant, depressant, or hallucinogenic effect (includes cocaine, hallucinogens, inhalants, amphetamines and barbiturates); marijuana, narcotics or any opiate or synthetic equivalent; and alcohol, this list is not at all inclusive.
11. Days - When the word "days" is used as a method of counting, it means calendar business days, or week days, verses weekend days unless otherwise stated.
12. Demotion - Demotion means a change in the rank of an employee from a position in one class to a position in another class having a lower minimum starting salary and with less discretion and/or responsibility.



13. Department - Department means a unit of city government with specific duties usually having the authority to hire employees for the City.
14. Department Head - An employee in charge of a specific unit of city government with specific duties.
15. Dismissal - The termination of an employee.
16. Eligible - A person who has made a passing score on any examination required under these policies and who has qualified to be employed by the City.
17. Employee - A person appointed to a position in the City government for which he is compensated on a full-time or part-time basis.
18. Examinations - Methods used to determine eligibility of applicants for employment and to test employees after training in their specific unit. Examinations may include but shall not be limited to written, oral, physical, drug, or performance tests, rating of training and experience, or any combination of these.
19. Good Standing - A covered employee who is at work with no actions pending against them.
20. Handicapped - Any person who has a physical or mental impairment that substantially limits one or more major life activities, who has a record of such an impairment, who is regarded as having such an impairment, or any individual classified as a handicapped individual under any state or federal statute.
21. Immediate Family - Included are the employee's spouse, children, parents, brothers, and sisters. The definition is extended to any other person who resides in the employee's household and who is recognized by law as a dependent of the employee.
22. Lay-off - An employee may be separated from the city's employment due to lack of work, lack of funds, abolishment of the position, or for other material changes in duties or organization.
23. Merit Increase - An increase in pay of one step in the pay range or grade, based on an employee's length of service and job performance.
24. Minimum Qualifications - Those minimum requirements as to education and experience that qualify an applicant to be considered for examination and appointment in the career service. Additional requirements may also be indicated where necessary such as licenses, certificates and others.
25. Introductory Employee - An employee serving the first six months of his appointment, promotion, re-employment, or reinstatement to any position.
26. Outside Employee - any paid employment performed by an employee in addition to his employment with the City.
27. Overtime - Time worked in excess of the regular work schedule for the position.
28. Part-time Employee - An employee who works on a continuing basis, but does not work a full or normal work period.
29. Performance Evaluation - A method of evaluating each employee on a periodic basis as to his performance on the job.

30. Full Time Employee - An employee who has completed his introductory period in a satisfactory manner.
31. Personnel Director - The City Manager or the employee he/she designates to administer the personnel system for the City.
32. Position - An office or post in a department of the City involving duties requiring the services of one person. It can be part-time, full-time, introductory, occupied or vacant.
33. Promotion - A change in rank of an employee from a position in one class to a position of another class having a higher minimum salary and carrying a greater scope of discretion and responsibility.
34. Promotion List - A list of persons who have been found qualified for appointment to a higher position. They may be qualified either by a written examination or other evaluative techniques.
35. Provisional Employee - An employee appointed to a position without competition pending the establishment of an eligible list. He may serve for a limited time only and must compete with other applicants to qualify for a introductory appointment.
36. Public Hearing - A meeting by the City Council open to the public at which any interested party may appear and be heard.
37. Reclassification - The assignment of an existing position from one class to a different class due to a significant change in duties or responsibilities.
38. Relatives - Relatives are defined separate and distinct from immediate family for purposes of managing sick leave, and funeral leave.
39. Resignation - The termination of an employee at their request.
40. Salary Increase - An increase in salary within the salary range prescribed for the class by the Classification and Pay Plan.
41. Seasonal Position - A temporary position that coincides with a particular season or seasons of the year and may recur regularly from year to year. A "seasonal employee" is one appointed to a seasonal position.
42. Series - A number of classes related to each other in terms of work within the same occupational field, e.g., Clerk, Clerk Typist, Clerk Stenographer would constitute a clerical series.
43. Status - A satisfactory completion of a introductory period by an employee in the classified service gives him "status" or the acquisition of tenure with rights and privileges pertaining thereunto.
44. Suspension - An enforced leave of absence for either disciplinary purposes or pending investigation of charges against an employee.
45. Temporary Employee - An employee filling a temporary position for a special project or other work of a temporary nature for which appointment is not to exceed a period of ninety days.
46. Transfer - A movement of any employee from one position to another having the same salary range and the same level of responsibility within the classified service.

47. Unlawful Discrimination - Employment practices which are prohibited by state and federal laws, and which include discrimination because of race, color, sex, religion, national origin, age, mental or physical handicap, and political affiliation.

48. Vacancy - A position duly created and still existent, but not occupied by an employee.  
indicated.

CITY OF SUGAR HILL

PERSONNEL MANAGEMENT SYSTEM POLICIES AND PROCEDURES

EMPLOYEE HANDBOOK

Section 1 - Introduction

The City of Sugar Hill Personnel Management System is a system of employment which recognizes that the employees covered by the system should be selected and advanced according to their knowledge, production, skills, and abilities. Employees of the City of Sugar Hill are at will employees. Employment will be on a regular basis for an indefinite period and there is no guarantee by the City concerning the duration of employment or the number of hours to be worked in any particular week.

Section 2 - Establishment

The Personnel Management System has been voluntarily established by the Mayor and Council of the City of Sugar Hill to provide a fair, equitable, and productive work environment for those employees covered by the system. The system and these policies have been enabled by an ordinance adopted by the governing body of the City of Sugar Hill.

Section 3 - Purpose

The personnel policies have been adopted by the City Council to:

- a) Establish uniform benefits and procedures.
- b) Ensure equal employment opportunity.
- c) Attract and retain the most qualified work force.

Section 4 - Standardized Priviledges

These policies are intended to standardize the personnel practices on the various departments where standardization is possible, and to extend certain priviledges to the employees of the different departments. In establishing these practices and priviledges, the officials are not creating a property interest for employees that leads to the expectancy of continued employment at any time, in any position, pay grade or pay step. The priviledges are considered good personnel practices and are consistent with the above stated goals.

Section 5 -Coverage

These policies apply to the covered employees in the departments under the control of the City Manager. An employee who is directly related to another employee can be employed by the city or the golf course, but not within the same entity.

Section 6 - Qualifications

Georgia Law (36-34-2) gives the governing bodies of municipalities the power to define, regulate, and alter the powers, duties, qualifications, compensation and tenure of all municipal employees. These policies are not intended and shall not be construed by any employees as a contract of employment or as setting forth terms or conditions of employment.

Section 7 - Policy Changes

Policy changes may be recommended by the City Manager but must be approved by the Mayor and Council.

Section 8 - Administration

The City Manager is responsible for administering these policies.

## CHAPTER I

### PAY PLAN

#### Section 1 - New Appointees

Generally, an introductory employee may be paid the minimum rate of pay for position hired in that particular department. Exceptions may be granted upon the prior written approval of the City Manager.

- (a) The minimum rate for each position is based upon the assumption that a new employee meets the minimum qualifications stated in the position specification. If it becomes necessary to appoint a new employee of lesser qualifications, he should be started at on or possibly two steps below the minimum rate of the position.

#### Section 2 - Promotions

It will be the policy of the City to promote from within when possible. The promotions will be consistent with fair employment practices, and candidates for promotion will have their qualifications evaluated and will be interviewed for the open position.

#### Section 3 - Demotions

When an employee is demoted to a lower class position, he shall be paid at a rate which is within the approved range for the lower classification position. If a lower position is open and if the employee is qualified to perform the work at the lower position. The rate of pay shall be set by the City Manager with the surrounding reasons for the demotion.

#### Section 4 - Part-Time Employment

When employment is on a part-time basis, the appropriate hourly rate of pay shall be paid for the hours worked. Part-time employees are not eligible for benefits.

#### Section 5 - Compensatory Time

Employees below the level of department head may accrue compensatory time for hours worked in excess of the normal work week up to a maximum accumulation of 40 hours. The scheduling of use of compensatory time off shall be handled in the same manner as that used for the scheduling of vacation periods.

#### Section 6 - Overtime

Hourly employees, below the level of department head, whose work period is one week will be paid at the rate of one and one-half the normal rate for all hours over forty (40) hours per week. Hourly employees may not perform overtime work without the prior knowledge and consent of his/her department head. Salaried employees are not eligible for overtime hours in excess of a forty (40) hour work period.

#### Section 7 - Work Hours

In general the minimum work week for hourly employees will be forty (40) hours in a seven day work period. Because of the differences in job requirements in the different departments, the required work week will vary from job to job and department to department. Each department will have written policy on hours of operation. Standard hours, unless included in department policy will be 8:00 a.m. to 5:00 p.m., Monday through Friday.

### Section 8 - Step Increases

It is the policy of the City Manager to reward good job performance by establishing an equitable system of providing pay increases. The system herein established shall be governed by the following principles:

#### A. Introductory Employee Increase

1. The first payroll period following the passage of three months after the date of appointment or promotion the effective date of any salary adjustment for employees hired or promoted subsequent to the adoption of these policies. If the introductory period of an employee is extended in accordance with Chapter VI, Section 3 of these rules, the effective date shall be the first payroll period following the expiration of said extension.
2. Employees who receive an acceptable performance rating as certified by the department head will under normal circumstances receive a one-step probationary increase effective the date indicated in (1) above. The City Manager shall certify that the performance rating has been prepared and shall have the authority to grant a one step probationary increase.

#### B. Performance Increases

1. Each employee will receive a performance evaluation in June and December of each year. Employees who receive an acceptable performance rating as certified by the department head will under normal circumstances receive an increase effective the first pay period the following year. The City Manager shall certify that the performance rating has been prepared to adhere to the policy of this manual.

#### C. Other Step Increases

Step increases other than those outlined above shall be given only upon recommendation of the department head, and approval by action of the City Manager.

### Section 9 - Pay Plan in Effect

The Pay Plan included in the "Position Classification and Pay Report" for City of Sugar Hill and adopted by the City Manager shall remain in effect until modified in accordance with the provisions of these rules.

### Section 10 - Revision of Pay Plan

The City Manager annually shall cause the pay plan to be examined for the purpose of revision and on the basis of conclusions reached through this examination shall make recommendations for amendments of the Pay Plan to the City Council.

### Section 11 - Adoption and Amendment of Pay Plan

When approved by the City Council, such plan shall constitute the City's pay schedule for positions for the ensuing fiscal year and thereafter until a new pay plan shall be adopted by the City Council.

## CHAPTER II

### APPLICATIONS AND EXAMINATIONS

#### Section 1 - Announcement of Vacant Positions

Any vacancy in a department in the city shall be publicized by posting announcements in the office of each department head on an official bulletin board or in other places and by such other means as the Personnel Director deems advisable. The announcements shall (1) specify the title and salary range of the vacant positions, qualification requirements, manner of making application and other pertinent information, and (2) specify the date, time, and place of examinations if required for the positions.

#### Section 2 - Application Forms

Application shall be made on forms provided by the City Clerk. Such forms shall require information covering training experience, and other pertinent information. All applications shall be dated and signed by the applicant.

#### Section 3 - Employment Requirements

All positions shall be open only to persons who meet the requirements as listed on the public announcement of the examination. Such requirements may include but shall not be limited to the following factors: experience, education, and training.

#### Section 4 - Receipt and Duration of Applications

Applications must be accepted and placed on file from all persons desiring employment with the City and who apply during regular business hours. All persons must be informed at the time of applications that applications will be placed in an active file for a period of three months.

#### Section 5 - Rejection of Applications

The City Manager may reject an application which indicates that the applicant is deficient in any or all of the requirements as specified in the public announcement of the vacancy. An applicant may also be rejected for the practice or attempted practice of fraud or deception in the completion of his applications, or if his past record of employment is determined to be unsatisfactory by the City Manager. Notice of rejection shall be mailed to the rejected applicant by the City Manager.

#### Section 6 - Open Competitive Positions

Positions to be filled by recruitment from outside the city employees shall be filled through a competitive process open to the public. Such process may include, but not be limited to, ratings of training and experience, written, oral, physical or performance tests or any combination of these as determined by the City Manager. The process may take into consideration such factors as education, experience, knowledge, skill, or any other qualifications which are job related and which in the judgement of the City Manager enter into the determination of the relative fitness of applicants. The City Manager may require the applicant to submit proof of his education, military service or any other such documentation as he deems necessary.

#### Section 7 - Promotional Placements

Promotional placements shall be open to all employees who meet the training and experience requirements included in the position specification, or who have an equivalent combination of experience and training which provides the required knowledge, skills and abilities.

## CHAPTER III

### APPOINTMENTS

#### Section 1 - Types of Appointments

When a person is initially employed by the City, he shall be given one of the following types of original appointments:

- A. Introductory Employee - An appointment to a position pending satisfactory completion of a six month positive evaluation.
- B. Provisional - An appointment made only in the absence of a qualified applicant.
  1. When there is need to fill a vacancy and a qualified applicant is not available, a provisional appointment may be made.
  2. Provisional appointments shall not exceed six months. However, extensions may be approved by the City Manager.
  3. An employee shall not attain full-time status while serving on a provisional appointment.
- C. Probationary - Probationary appointment may be made to fill positions when the work of an agency requires the service of one or more employees on a seasonal or intermittent basis, or in cases of emergency. Probationary appointments shall not exceed six months, however, extensions may be granted.

#### Section 2 - Objective of New Employee Status

The six month new employee status period shall be regarded as an integral part of the selection process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his position and for rejecting any employee whose performance is not satisfactory.

#### Section 3 - Extension of Time

The City Manager may, upon the request of the Department Head made not later than twenty (20) days before the expiration of the six month period, extend the duration of such period and notify the employee. No extension shall be allowed which would make the total six month period longer than one year.

#### Section 4 - Promotional Appointments

The probationary period shall be used in connection with promotional appointments in the same manner as it is used for original entrance appointments. If a person is removed during his probationary period following a promotion, he may be entitled to return to his former position.

#### Section 5 - Interruption of Probationary Period

If an employee is laid off during a probationary period and his services have been satisfactory and he is subsequently reappointed in the same department, he shall be given credit for the portion of the probationary period completed before he was laid off.

#### Section 6 - Dismissal During Six Month Period

(a) At any time during the six month period, the department head may remove an employee if, in his opinion, the working test period indicates that such employee is unable or unwilling to perform the duties of the position satisfactory or that his habits and lack of dependability



Section 7 - Full-Time Appointment

A New city employee given an original six month appointment shall be given an appointment upon satisfactory completion, and positive evaluation of their first six month day period and shall acquire full-time status. A temporary promotional appointment does not affect an employee's earned full-time status in another position.

Section 8 - Appointing Authority

The City Manager shall be the appointing authority for all positions except the position of City Clerk.

CHAPTER IV

DEMOTIONS AND TRANSFERS

Section 1 - Political or Partisan Endorsement Prohibited

No consideration shall be given to political or partisan endorsement for promotions within the city only merit and fitness for promotion shall be considered.

Section 2 - Intra-Departmental Transfers

The appropriate department head may, at any time, transfer an employee in the under his jurisdiction from one position to another in the same class in the same department. An intra-departmental transfer of an employee to a position of another position shall be made only with the approval of the City Manager and only between position within the same pay range. The City Manager shall be notified of such changes in assignment.

Section 3 - Inter-Departmental Transfers

A transfer of an employee from one department to another shall have the approval of both department heads concerned and the City Manager. Requests for such transfer shall show how the employee concerned meets the qualification requirements of the class to which the transfer is proposed.

Section 4 - Pay Grade After Transfer

An employee who is transferred shall continue at his same pay rate except as otherwise provided.

Section 5 - Voluntary Demotions

An employee may be demoted at his own request to a vacant position in a lower class, subject to the approval of his department head and the City Manager. The City Manager determines whether the employee is qualified to perform the duties and responsibilities of the lower class of positions.

Section 6 - Pay Grade After Voluntary Demotion

An employee who is demoted shall be reduced to the maximum rate for his new position or he shall continue at his same rate, whichever is the lower.

## CHAPTER V

### EMPLOYEE PERFORMANCE EVALUATION

#### Section 1 - Objective

The City Manager shall prepare or cause to be prepared a job related system for evaluating the work performance of all employees in the City's employment. The purpose of the employee performance evaluation shall be primarily to inform employees how well they are performing their work and how they can improve their work performance. The performance evaluation may also be used in determining salary increments; as a factor in determining order of lay-off; as a basis for training, promotion, demotion, transfer or dismissal; and for such other purposes as set forth in these guidelines.

#### Section 2 - Period of Evaluation

On original appointment or on promotions, all employees except temporary workers shall be evaluated at the end of six months of service, and biannually thereafter. An employee shall not be eligible for a pay raise until the performance evaluation form has been completely processed. Employees shall also be evaluated at the time of separation.

#### Section 3 - Evaluation

Evaluations shall be prepared by the immediate supervisor of each employee and reviewed by the department head. An employee in a supervisory position who is leaving the position may be required to submit performance evaluation forms on all the employees under his supervision who have not been evaluated within the previous six month period.

#### Section 4 - Review with Employees

The evaluator shall discuss each performance evaluation with the employee being evaluated. If an employee disagrees with any statement in an evaluation, he may submit, within ten days following the conference with his supervisor, a written statement which shall be attached to the evaluation form and forwarded to the City Manager.

#### Section 5 - Performance Evaluations Confidential

Performance evaluations shall be confidential and shall be made available only to (a) the employee evaluated; (b) his supervisor, or department head; or (c) the City Manager or City Council

#### Section 6 - Changes in Evaluation

If for any reason a department head shall request an alteration of the performance evaluation form after it has been officially submitted to the City Manager, such request shall be in writing and shall set forth fully the reasons for the request.

## CHAPTER VI

### DISCIPLINARY ACTION

#### Section 1 - Intent

It is the intent of City that effective supervision and employee relations will avoid most matters which necessitate disciplinary action. The purpose of the rules, and disciplinary action for violation of such rules, is not intended to restrict the rights of anyone but to insure the rights of all and secure cooperation and orderliness throughout the city. The severity of disciplinary action should be related to the gravity of the offense, the employee's record of disciplinary action, his length of service and the City practice in similar cases.

#### Section 2 - Types of Disciplinary Action

Except as otherwise provided for by General Statutes of the State of Georgia, the following provisions shall govern disciplinary action affecting employees in the City's employment. A department head, subject to the appeal rights of the city employee stated herein, shall have the following alternatives for disciplinary action:

(a) Dismissals

See Chapter VII, Section 6

(b) Suspensions

An employee may be suspended without pay by the recommendation of their department head and authorization of the City Manager. The suspension without pay cannot exceed thirty (30) days.

Section - 3 - Reprimands - A reprimand is a formal means of communicating to the employee a warning that a problem exists and that it must be corrected. There are two (2) degrees of formality, the oral reprimand and the written reprimand.

Section - 4 - Oral Reprimands - In an oral reprimand, the City Manager should verbally and privately explain to the employee that he or she is being officially reprimanded. This must include a description of the problem, and what must be done to correct the problem.

Section - 5 - Written Reprimand - In the written reprimand, the employee should receive a written statement describing the problem, and what must be done to correct the deficiency. The reprimand should also contain a statement describing the probable consequences of not correcting the problem. If the employee is at work, the written statement should be given to the employee by the department head during a private interview. The employee should sign and date the reprimand indicating they received it.

## Section 6 - Reasons for Disciplinary Actions

Listed below are some of the reasons which might be caused for disciplinary action referred to in Section I of this Chapter, but disciplinary action is not limited to the offenses listed:

- (1) Being convicted of a crime.
- (2) Too much lost time.
- (3) Being absent without leave.
- (4) Excessive tardiness or abuse of sick leave.
- (5) Inefficiency.
- (6) Abuse of city property.
- (7) Willfully giving false statements to supervisors, officials, the public.
- (8) Violation of City ordinances, administrative regulations or departmental rules.
- (9) Drinking of alcoholic beverages while working or being under the influence of alcohol or drugs while on the job
- (10) Discovery of a false statement in an application which had not been detected previously.
- (11) Acceptance of gratuities in conflict with the policy outlined in Chapter XVI of these rules.
- (12) Political activity in conflict with the Personnel guidelines.
- (13) Borrowing city equipment for personal use without official permission.
- (14) Conduct on or off the job unbecoming to a City employee or which brings discredit to the City.

## Section 7 - Dismissal, Suspension or Demotion of Department Heads -

The City Manager has the authority to dismiss, suspend or demote a department head after the City Manager submits in writing the cause of the action to the City Attorney and the Mayor and Council.

Section 8 - Employee Response to Adverse Action - The employee may request in writing that the City Manager review any reprimand or adverse action.

## Section 9 - Review of Action -

If an employee requests a review of a reprimand or an adverse action, the City Manager shall conduct an informal conference with the employee and the department head issuing the reprimand or adverse action. The City Manager shall allow both the employee and the Department Head to state their position in regard to the reprimand or the adverse action. Within ten (10) days of the conference, the City Manager shall either uphold the action, overrule the action, or substitute other disciplinary action in place of the action taken by the department head. The City Manager's decision on all reviews shall be final and not subject to appeal.

## Section 10 - Notice of Disciplinary Action

In all cases, the City Manager shall notify the employee of the action taken and a copy of such notice will be retained in the employee's personnel file.

## Section 11 - Abuse and Misuse of Equipment and Supplies

Employees are entrusted with the use of public equipment and supplies. Under no circumstances should City property be employed for the personal use of any employee without the express permission of the City Manager. The abuse, misuse or misappropriation of City equipment and supplies can lead to appropriate disciplinary action.

Section 12 - Sexual Harassment

(Refer to the attached City of Sugar Hill Sexual Harassment Policy.)

CHAPTER VII

SEPARATIONS

An employee may be separated from the service of the City by any one of the eight different methods described below:

Section 1 - Resignation

To resign in good standing, an employee must, in writing, give his department head at least fourteen calendar days notice. Normally, failure to comply with this rule shall be entered on the service record of the employee, shall result in a denial of re-employment rights and shall result in a reduction of accumulated annual leave by one day for each work day less than the number of work days an employee would normally be on duty in a fourteen calendar day period. However, the department head, with the approval of the City Manager may exempt from any or all of these penalties an employee who has given less than the required notice, when in his judgment, exceptional circumstances warrant such exemption.

Section 2 - Compulsory Resignation

An employee who, without valid reason, fails to report to work for two consecutive work days without authorized leave shall be separated from the payroll and reported as a compulsory resignation. Such an employee is not eligible for re-employment and shall be paid only for unused annual leave in excess of the number of work days an employee would normally have been on duty in a fourteen calendar day period.

Section 3 - Lay-Offs

(a) Any involuntary separation not involving delinquency, misconduct or inefficiency, shall be considered a lay-off.

(b) When, for any reason, it becomes necessary to reduce the working force in a department or division, employees shall be laid off on the basis of the following two factors to be weighted equally: length of service with the City, and the average performance rating for the last three years.

(c) When a department head believes that a certain individual is essential to the efficient operation of the department or organizational unit because he possesses special skills or abilities, and he wishes to retain this individual in preference to a person with a higher rating as provided above, he shall submit a written request to the City Manager for permission to do so. This request shall set forth in detail the specific skills and abilities possessed by the individual and the reasons why such individual is essential to the effective operation of the department. With the approval of the City Manager, the individual may be retained.

(d) Prior to a reduction in force, the names and job titles of any and all employees scheduled for lay-off shall be submitted to the City Manager for approval and until he/she has approved and confirmed the names submitted for lay-off, no lay-off shall be consummated.

#### Section 4 - Disability

A department head may direct any employee under his jurisdiction to be examined by a physician designated by the City. When a disability of any kind is discovered which impairs the effectiveness of an employee or makes his continuance on the job a danger to himself or others, the following action shall be taken:

(a) If the disability is correctable, the employee shall be allowed a specified time as determined by the City Manager to have it corrected. If he fails to take steps to have the disability corrected within this specified time, he shall be subject to disciplinary action or lay-off.

(b) If, in the opinion of the examining physician, the disability cannot be corrected, the department head, subject to the approval of the City Manager, shall:

- (1) Attempt to place the employee in another position which he can perform satisfactorily. If that cannot be accomplished successfully, the department head shall,
- (2) take steps to separate the employee from the City service through retirement or lay-off.

#### Section 5 - Loss of Job Requirements

Any employee who is unable to do his job adequately because of loss of a necessary license or other requirement, shall be separated by a lay-off.

#### Section 6 - Dismissals

Dismissals are discharges or separations made for delinquency, misconduct, inefficiency or inability to perform the work of the position satisfactorily, including conduct described in Section 3 of Article IX.

Dismissals of city employees shall be effective only after the person to be discharged has been presented with the reasons for such discharge, specifically stated and the pending action has been discussed with the City Manager. Prior to notifying the employee of any decision to dismiss, the department head must first consult with the City Manager and review with the City Attorney the grounds for dismissal. Once these two reviews have been accomplished, and approval given to the Department Head may proceed with the dismissal. The employee will receive pay equivalent to unpaid hours worked and any unused annual leave to date. The department head will complete a final performance appraisal for the record, and a POL Form-800 (Separation Notice) which clearly states circumstances of separation. The form 800 is required should the employee file for unemployment. Separated, vested employees may receive retirement funds in the vested amount accumulated upon dismissal. They also have the right to continue health insurance under the COBRA act. The business office will send a letter to the employee explaining procedures of the act. All City property held by the terminated employee must be returned in good condition to the department head, or the City reimbursed for loss or damage, before any of the above actions may be made final. City property included, but is not limited to, keys, uniforms, foul weather gear, radios, pagers, office supplies, and equipment. The person to be discharged shall have the right of a hearing, not precluding representation by any individual of his own choosing, before the City Manager.

Section 7 - Pension Plan

(Refer to attached Pension Plan)

CHAPTER VIII

TRAINING AND WELFARE ACTIVITIES

Section 1 - Employee Development

It shall be the responsibility of the City Manager to cooperate with department heads, employees and others to foster and promote programs of training for the City service and in-service training of employees for the purposes of improving the quality of personal services rendered to the City and of aiding employees to equip themselves for advancement in the service.

Section 2 - Administration of Employee Development Program

The City shall:

(a) Recommend to department heads, as appropriate, standards for training programs and programs for approval as meeting such standards;

(b) See that training is carried out as approved and have prepared certificates or other forms of recognition for persons who satisfactorily complete approved courses and programs;

(c) Assist department heads in developing and conducting training to meet the specific needs of their departments and in developing and utilizing other techniques for increasing employee efficiency;

(d) Develop and conduct supervisory and management training and other types of training and employee development programs common to all departments;

(e) Assist department heads in establishing standards of performance and procedures for evaluating employee efficiency;

(f) Make available information concerning job requirements and training opportunities in order to assist employees in increasing their efficiency in their present positions, and in preparing themselves for promotions to higher positions in the City service;

(g) Keep a record of all approved training programs and courses and a record of employees who successfully complete such courses and programs.

## CHAPTER IX

### RECORDS AND REPORTS

#### Section 1 - Public Inspection

Except as required otherwise by law, all personnel records of employees of the City covered under these policies and all other records and materials relating to the administration of the personnel system shall be considered confidential and the property of the City. Information which is obtained in the course of official duties shall not be released by any employee other than by those charged with this responsibility as part of their official duties.

The following information relative to employees and former employees is available for public inspection at reasonable times and in accordance with such procedures as the City Manager may prescribe: name, class, title and salary. Selection records and performance rating reports are accessible only to the Department Head concerned, the City Manager and the employee involved. Other personnel information may be made available for official purposes at the discretion of the Manager.

#### Section 2 - Destruction of Employee Records

Employee service records shall be kept for three years after termination of employment or as required by law.

#### Section 3 - Attendance Records

Each hourly employee will be required to clock in and out on a weekly time card. Salaried employees will be required to use a weekly time card or time sheet. Each department head will review their employees time cards each week and initial it for approval. Attendance reports shall be prepared upon request of the City Manager by each department head. Any changes on time cards will be initialed by both the employee and supervisor involved.

## CHAPTER X

### CERTIFICATION OF PAYROLLS

#### Section 1 - Payroll Changes

A payroll change shall not take effect until the personnel action notification has been approved by the City Manager in writing.

#### Section 2 - Review of Payrolls

1. The City Manager shall be supplied with the required payroll data and other information needed to examine names, social security numbers, salaries, dates of appointment and other data to determine that each employee on a given payroll has been properly appointed, and all actions listed have been taken in accordance with the provisions of the Personnel Ordinance and these policies.



2. The City Manager shall strike the names of persons from the payroll when irregularities are detected and notify the department head involved.

3. After the City Manager has examined a given payroll, corrected irregularities, and is satisfied that all employees contained thereon have been appointed in accordance with the provisions of the Personnel Ordinance and these policies, he shall so certify on the payroll involved.

### Section 3 - Recovery of Salaries Improperly Paid

Employees, officials and others may be held liable for the return of salaries illegally paid to employees in accordance with the provisions of the Personnel Ordinance, these policies and pertinent City and State statutes concerning improper and/or illegal expenditures of public funds.

## CHAPTER XI

### ATTENDANCE AND LEAVE

#### Section 1 - Hours of Work

The established work week and the hours of work shall, insofar as practicable, be uniform within occupational groups and shall be determined in accordance with the needs of the City service and the reasonable needs of the public who may be required to do business with various City departments. The work schedule for each department shall be established by the department head with the advice and approval of the City Manager.

#### Section 2 - Lunch Period

Each department head shall be responsible for scheduling employee lunch periods. Lunch periods shall be scheduled in a manner to best serve the public. Employees are expected to utilize their lunch period during the hours designated by their supervisor. This time cannot be accumulated and can in no instance be saved for the purpose of leaving work early.

#### Section 3 - Attendance

Each department head shall be responsible for the attendance of all persons in their department and shall keep complete attendance records including vacation, sick, overtime, etc. Records of attendance shall be reported as provided in Chapter IX. Leave shall be authorized in units of days or hours only.

#### Section 4 - Holidays

The following days are designated as official holidays for employees employed by the city:

|                                           |                              |
|-------------------------------------------|------------------------------|
| January 1                                 | New Years Day                |
| January 15                                | Martin Luther Kings Birthday |
| May 31                                    | Memorial Day                 |
| July 4                                    | Independance Day             |
| First Monday in September                 | Labor Day                    |
| Fourth Thursday and Friday<br>in November | Thanksgiving                 |
| December 24, and 25                       | Christmas                    |
| Employee Birthday                         |                              |

Other holidays will be declared by the vote of the Mayor and Council.

Whenever a holiday falls on Saturday, the preceeding Friday shall be designated a substitute holiday and observed as the official holiday for that year. When the holiday falls on a Sunday, the following Monday shall be designated as the official holiday for that year. An employee who is not on approved leave and fails to report on his or her scheduled work day before or after a holiday shall not be paid for the holiday.

Holidays which occur during annual or sick leave shall not be charged against annual or sick leave. Regular employees shall be paid for holidays based on the number of hours they normally work each day. Temporary employees will not be paid for holidays not worked.

The City Marshall or other standby emergency employee who is required to work on a designated holiday shall receive a commensurate day off at a later date at a time agreed upon by his or her supervisor. The Department Head, with the approval of the City Manager, may pay the employee for the holiday worked at a rate equal to twice his or her regular pay.

Section 5 - Annual (Vacation) Leave

A. General - Vacations are for the purpose of rejuvenating both physical and mental faculties and all employees are urged to avail themselves of vacation periods. No employee shall receive pay in lieu of vacation unless approved by the the City Manager.

B. Eligibility - All full-time employees in the city shall be entitled to earn vacation time after twelve months of continual employment. Permanent part-time employees shall be entitled to leave in proportion to the number of hours worked. Temporary employees shall not be eligible for annual leave.

Vacation leave is per the following schedule:

| <u>Years of Service</u> | <u>Weeks of Vacation</u> |
|-------------------------|--------------------------|
| 1                       | 1                        |
| 2                       | 2                        |
| 7                       | 3                        |

D. Requests for Leave - A request for vacation leave shall be submitted to the employee's immediate supervisor. Leave may be taken only after approval by the appropriate department head so that, insofar as practicable, the department can function without the hiring of additional temporary help.

E. Maximum Allowable Accumulation - Unused vacation leave may not be carried into the next calendar year. Employee may be paid in lieu of vacation by the approval of the City Manager. It is the intent of these rules to have employees take their annual leave yearly.

F. Payment for Unused Leave - When an employee is separated from the service, he shall be paid for all unused annual leave unless he fails to give proper notice of resignation as provided in Chapter VII, Section 1

## Section 6 - Sick Leave

A. General - Sick leave is intended as a form of income insurance against illness. Sick leave shall be allowed to an eligible employee (1) in the case of actual sickness or disability of the employee or for medical, dental or eye examination or treatment for which arrangements cannot be made outside of working hours, and (2) when the employee is required to care for a sick or injured spouse, child, or other relative who is domiciled in the employee's household. The employee shall report his illness directly to his supervisor if at all possible, prior to his scheduled work time. If not, he shall see that his illness is reported within 30 minutes after the time he is scheduled to have reported to work.

B. Eligibility - Those employees entitled to earn annual leave shall also be eligible to earn sick leave.

C. Rate of Leave Accrual - Full-time employees begin to accrue the rate of .77 hours per week sick leave after their six month evaluation and approval to a full-time employment status.

D. Certification by Physician - A medical certificate signed by a licensed physician may be required by a department head to substantiate a request for sick leave for the following reasons:

1. Any period of absence consisting of three or more consecutive working days.
2. To support a request for sick leave during a period when the employee is on vacation leave.
3. Leave of any duration if absence from duty recurs frequently or habitually provided the employee has been notified or warned that a certificate will be required.

E. Maximum Allowable Accumulation - Sick leave may not be accumulated in excess of 21 days. The employee may receive pay for sick leave time in excess of 21 days at the end of each year.

F. When Earned Sick Leave Is Exhausted - No sick leave in excess of the amount accumulated to the employee's credit may be granted unless such sick leave advance is specifically authorized by the City Manager with recommendation of the department head.

G. Forfeiture of Sick Leave - An employee who separates from the city shall forfeit all unused sick leave.

## Section 7 - Other Types of Leave

### A. Military Leave

1. Any full time employee who leaves the service of the City to join the military forces of the United States, or is inducted by Selective Service, may upon written request prior to his induction into the military, be placed on military leave without pay, such leave to extend through a date 90 days after which he is relieved from such service. Such employee shall be entitled to be restored to the position which he vacated or a comparable position, provided he makes application to the City Manager within 90 days of the date of his honorable discharge or discharge under honorable conditions, and is physically and mentally capable of performing the work of his position.

The returning employee shall also be entitled to any increases in salary (including cost-of-living increases) or any advancement in grade which would normally be accorded to the incumbent of the position, with the exception of any increases or advancement in grade which would normally be dependent on meritorious performance of the duties of the position.

2. In the event of a position vacated by a person entering the military service as stated above no longer exists at the time he or she qualifies to return to work, such person shall be entitled to be re-employed in another position of the same status, class and pay in the City, provided such re-employment does not necessitate the laying off of another person who was appointed at an earlier date than such person returning from military leave.

3. Any full-time employee who is a member of the National Guard or an organized military reserve of the United States will be allowed leave of absence without pay not to exceed 15 calendar days during any calendar year to attend training camps upon presentation of orders pursuant to such training. Such leave shall not be charged to annual leave.

#### B. Civil Leave

An employee shall be given time off with pay when performing jury duty or when subpoenaed to appear before any public body or commission. If such employee receives payment for such service, he shall be required to endorse such payment over to the City or to have an equivalent deduction made from his regular rate of pay, whichever option is preferred by the employee.

#### C. Funeral Leave

In the event of death in an employee's immediate family, he will be granted paid funeral leave of up to two days. The employee will receive his normal pay for any scheduled workday that occurs during this period. Also an employee may receive up to 3 days of funeral leave without pay.

Immediate family is defined as spouse, child, or stepchild, their spouses, father, mother, father-in-law, mother-in-law, brother, sister, grandparents or any relative domiciled in the employee's household.

#### D. Workmen's Compensation Act

An employee receiving Workmen's Compensation payments who is also on sick leave status shall be required to endorse such payments over to the City or to have an equivalent deduction made from his regular rate of pay, whichever option is preferred by the City Manager.

#### E. Temporary Disabilities Not Covered by Workmen's Compensation

An employee who becomes temporarily disabled shall be allowed to exhaust his or her sick and vacation leave accumulations. After all sick and vacation leave has been used, further extension of leave (either with or without pay) must be specifically authorized by the City Manager upon recommendation of the department head.

#### F. Leave of Absence Without Pay

A department head, with the approval of the City Manager, may grant a full time employee a leave of absence without pay for a period not to exceed sixty days. Leave of absence without pay for a period not to exceed sixty days may be granted with the approval of the Manager.

All departments are required to adhere to the following practices:

1. Leave without pay shall be granted only when it will not adversely affect the interests of the City.
2. Failure of an employee to return to work at the expiration of approved leave shall be considered as absence without leave and grounds for disciplinary action.
3. An employee granted leave of absence and who wishes to return before the leave period has expired, shall be required to give his or her Department Head at least two weeks notice. Upon receipt of such written notice, the employee must be permitted to return to work.
4. No sick leave, annual leave, or credit toward merit increases will be earned by an employee for the time that the employee is on leave without pay.
5. An employee shall return from leave without pay to the same step of his salary grade as at the time of commencement of leave.
6. An employee while on an authorized leave of absence without pay, who obtains either part-time or full-time employment elsewhere is required to notify his or her Department Head in writing within three days of accepting such employment.
7. An employee returning from a leave of absence without pay shall be entitled to employment in the same department in the same equivalent class wherein employed when leave begins. This placement is dependant upon availability of a suitable position.

#### G. Absence Without Leave

An absence of an employee from duty, including any absence for a single day or part of a day, that is not authorized by a specific grant of leave of absence under the provisions of these regulations shall be deemed to be an absence without leave. Any such absence shall be without pay and shall be cause for disciplinary action.

#### H. Notification to City Manager

When an employee has taken leave of any kind or is absent without leave, his or her department head shall notify the City Manager in writing within the same pay period in which the leave is taken or the absence without leave occurs. Such notification may be by notation on a time card or attendance sheet or by memo, giving specific information covering type of leave, dates and hours, and other pertinent data.

### CHAPTER XII

#### ACCEPTANCE OF GIFTS OR GRATUITIES

##### Section - 1 Policy

An employee shall not accept gifts, gratuities or loans from organizations, business concerns, or individuals with whom he has official relationships on business of the City government. These limitations are not intended to prohibit the acceptance of articles of negligible value which are distributed generally, nor to prohibit employees from accepting social courtesies which promote good public relations, nor to prohibit employees from obtaining loans from regular lending institutions. If an employee has any doubt about accepting gratuities, ask before accepting. It is particularly important that inspectors, contracting officers and enforcement officers guard against relationships which might be construed as evidence of favoritism, coercion, unfair advantage or collusion.

Violations of this policy will result in disciplinary action as outlined in Chapter VI.

### CHAPTER XIII

#### OUTSIDE EMPLOYMENT

##### Section 1 - Rules

Outside employment is any paid employment performed by an employee in addition to his or her employment with the City. The following criteria will apply to outside employment:

- A. Such employment shall not interfere with the efficient performance of the employee's duties.
- B. Such employment shall not involve a conflict of interest or conflict with the employee's duties.
- C. Such employment shall not involve the performance of duties which the employee should perform as part of his or her employment with the City.
- D. Such employment shall not occur during the employee's regular or assigned working hours unless the employee is on either annual leave, compensatory leave, or leave without pay.
- E. No employee granted permission to engage in outside employment shall work at said outside employment for a longer period of time than stated in his or her request for permission to engage in such employment.
- F. Any employee accepting outside employment under the terms of this rule shall make arrangements with the outside employer to be relieved from his or her outside duties if and when called for emergency service by the City.
- G. Usage of City equipment for outside use will not be permitted.

##### Section 2 - Conflict of Interest

If outside employment creates a conflict of interest situation between the employee and the City, that employee will be expected to resign one of the positions he holds. Failure to comply with this regulation will constitute grounds for dismissal.

### CHAPTER XIV

#### ADOPTION OF POLICIES

##### Section 1 - Effective Date

These policies shall become effective on the date adopted by the Council and shall remain in effect until duly amended.

## Section 2 - Savings Clause

If any chapter, section or other portion of these policies is found to be invalid by duly constituted authority, it shall not affect the validity of the balance of these policies.

## Section 3 - Repeal Clause

All laws or parts of laws and rules in conflict with the provisions of these policies are hereby repealed insofar as the same conflict with the provisions of these policies.

## Section 4 - Amendment of Personnel Policies

These policies may be amended by posting a notice of the proposed changes in a conspicuous place in City Hall for a period of at least fourteen days prior to the effective date of the amendment, provided, however, that a verbatim copy of the proposed amendment shall first be delivered to the Mayor and to each councilmember, at least seventy-two hours before it is posted. After the required fourteen days have elapsed, the City Manager shall issue and post a written notice stating whether or not the proposed change has been adopted and become law.

## CHAPTER XV

### POSITION CLASSIFICATION PLAN

#### Section 1 - Definitions

The Position Classification Plan is the official or approved system of grouping positions into appropriate classes, including the class specifications and guidelines for administration.

- (a) For position classification purposes, a position is a job description requiring the full or part-time employment of one person. A position may be occupied or vacant.
- (b) A class is a group of positions (or one position) that: (1) has similar duties and responsibilities, (2) requires like qualifications and (3) can be equitable compensated by the same salary range.
- (c) The class title is the official designation or name of the class as stated in the class specification. It shall be used on all personnel records and actions. Defferent working or office titles may be used for purposes of internal administration.

#### Section 2 - Responsibility for Administration

The City Manager shall be responsible for administering the classification plan. They may request other officials or employees to assist him in this capacity.

#### Section 3 - Allocation of Positions: Creation of Classes

After a new position has been established and approved, the department head involved shall complete a position description covering the duties and responsibilities of each proposed position. The City Manager shall allocate the position to one of the classes in the classification plan. If a suitable class does not exist, he shall recommend the establishment of a new class and after adoption of the new class by the Council.

#### Section 4 - Allocation Appeals

If an employee has facts which indicate to him that his position is improperly allocated, he may, with the knowledge of his department head, request the City Manager to review the allocation of his position. Such request shall be submitted in writing and shall contain a statement of justification.

#### Section 5 - Maintenance of Plan

- (a) Each time a vacancy occurs, a position description shall be completed by the department head and submitted to the City Manager for review of the allocation of the Position. The City Manager may waive this requirement in cases where she has determined that no material changes have occurred.
- (b) It shall be the duty of each department head to submit to the City Manager new position descriptions for all affected positions each time a department or division under his jurisdiction is permanently or substantially reorganized.
- (c) The City Manager may require departments or employees to submit position descriptions on a periodic basis, or any time he has reason to believe that there has been a change in the duties and responsibilities of one or more positions.



- (d) Each time a new class is established, a class specification shall be written and incorporated in the existing plan. Likewise, an abolished class shall be deleted from the classification plan.
- (e) Periodically, and not less often than once every two years after the adoption of these regulations, the City Manager shall conduct a general review of the classification plan.

#### Section 6 - Interpretation of Class Specifications

The class specifications are descriptive and not restrictive. The use of a particular description as to duties, qualifications or other factors shall not be held to exclude other of similar kind or quality. They are intended to indicate the kinds of positions which such as the law enforcement, the specifications for all classes should be reviewed as a unit.

#### Section 7 - Official Copy of the Position Classification Plan

The City Manager shall be responsible for maintaining an official copy of the Position Classification Plan. The official copy shall include a list of class titles and class specifications plus all amendments thereto. A copy of the official plan shall be available for inspection by the public under reasonable conditions during business hours.

#### Section 8 - Amendments to the Position Classification Plan

Each time a new class of positions should be established or a current class of positions abolished, the City Manager shall submit her findings and recommendations to the City Council. It shall determine whether the establishment and/or the abolition of a class is in order. Such changes shall take the form of amendments to the plan and must be adopted by the City Council.

### CHAPTER XVI

#### EQUAL EMPLOYMENT OPPORTUNITY GUARANTEED

(a) There shall be no discrimination exercised on account or race, national origin, color, religion, creed, age, sex (except where age or sex is a bonafide occupational qualification) or political affiliation with respect to the recruiting and examination of applicants, the hiring of eligibles, or in any personnel transactions affecting employees, including training, promotion, and disciplinary actions. All personnel actions shall be based solely on merit and fitness of the individual.

(b) The City Manager shall see that information about job opportunities is readily available to all potential job applicants. A continuing program shall be conducted to make the Equal Employment policies known to all citizens of the City, and other potential job applicants.

(c) Any applicant or employee who alleges discrimination in any personnel transaction shall have the right to counsel with the City Manager and, if still desired, the right of appeal to the City Council.

CITY OF SUGAR HILL

PERSONNEL ORDINANCE

AN ORDINANCE TO ESTABLISH A PERSONNEL SYSTEM  
FOR SUGAR HILL, GEORGIA

ARTICLE I. GENERAL PURPOSE

The general purpose of this act is to establish a system of personnel administration that meets the social, economic, and program needs of the people of Sugar Hill. The system herein established shall be consistent with the following merit principles:

1. Recruiting, selecting and advancing employees on the basis of their relative ability, knowledge and skills, including open competition of qualified applicants for initial appointment;
2. Establishing pay rates consistent with the principle of providing comparable pay for comparable work;
3. Training employees, as needed, to assure high quality performance;
4. Retaining employees on the basis of the adequacy of their performance, correcting inadequate performance and separating employees whose inadequate performance cannot be corrected;
5. Assuring fair treatment of applicants and employees in all aspects of personnel administration without regard to political affiliation, race, color, creed, national origin, or ancestry, age, sex, or religion;
6. Assuring employers protection against partisan political coercion and prohibiting their use of official authority for interfering with or affecting the results of an election or the nomination for an office.

ARTICLE II. ADMINISTRATION

A. There shall be in Sugar Hill a personnel unit, the head of which is the City Manager as designated by the City Charter. The function may be assigned to any other person experienced in management and administration who shall be designated by the City Manager to serve in the capacity of Personnel Director. In the absence of an appointed Personnel Director it shall be assumed the title refers to the City Manager.

B. The Personnel Director is head of the personnel department and shall direct all of its administrative and technical activities and appoint its employees. The duties of this office shall be to:

1. Encourage and exercise leadership in the development of effective personnel administration within the several departments in the government service, and to make available the facilities of the department of personnel to this end.
2. Advise the City Manager on manpower utilization.
3. Foster and develop programs for the improvement of employee effectiveness, including training, safety, health, counseling and welfare.
4. Investigate from time to time the operation and effect of this law and of the policies made thereunder and to report his findings and recommendations to the City Manager.
5. Establish and maintain records of all employees in the government service, in which there shall be set forth as to each employee the class, title, pay or status and other relevant data.
6. Make an annual report to the City Manager regarding the work of the department.
7. Apply and carry out this ordinance and the policies thereunder and to perform any other lawful acts which may be necessary or desirable to carry out the purposes and provisions of this ordinance.

C. The Personnel Director shall submit personnel policies for adoption by the City Manager. The policies shall have the force and effect of law. The policies shall provide:

1. For the preparation, maintenance and revision of a position classification plan for all positions in the career service, based upon similarity of duties performed and responsibilities assumed, so that the same qualifications may reasonably be required for, and the same schedule of pay may be equitably applied to, all positions in the same class. After such classification plan has been approved by the City Manager, the Director shall allocate or reallocate the position of every employee in the career service to one of the classes in the plan. Any employee affected by the allocation or reallocation of a position to a class shall, after filing with the Personnel Director a written request for reconsideration thereof in such manner and form as the director may prescribe, be given a reasonable opportunity to be heard thereon.
2. For the annual submission of a pay plan to the Manager.
3. For recruitment of capable persons and for administering evaluations to determine the relative fitness of applicants for positions in the public service.
4. For promotions which shall give appropriate consideration to the applicant's qualifications, record of performance and ability.
5. For, upon appointment or promotion, a six month period of employee probation.
6. For temporary employment of not more than 90 days with the consent of the director and for provisional employment not to exceed six months when there is no qualified applicant available. Extensions to these appointments may be granted with the approval of the Personnel Director.

7. For the establishment of programs, including trainee programs, designed to attract and utilize persons with minimal qualifications, but with potential for development, in order to provide career development opportunities among members of disadvantaged groups, handicapped persons, and returning veterans. Such programs may provide for permanent appointment upon the satisfactory completion of the training period without further examination.
8. For keeping records of performance of all employees in the career service, which performance records shall be considered in determining salary increments or increases for meritorious services; as a factor in promotions; as a factor in work, and of reinstatement; and as a factor in demotions, discharges and transfers.
9. For lay-offs by reason of lack of funds or work, or abolition of a position, or material change in duties or organization, and for re-employment of employees so laid off.
10. For establishment of a plan for resolving employee grievances and complaints.
11. For the establishment of disciplinary measures such as suspension, demotion in rank or grade, or discharge. Such measures shall provide for presentation of charges, hearing rights, and appeals for all permanent employees in the career service.
12. For establishing hours of work, holidays and attendance regulations in various classes of positions in the career service.
13. For establishing and publicizing fringe benefits such as insurance programs, retirement and leave policies.
14. For development and operation of programs to improve work effectiveness including training, safety, health, welfare, counseling, recreation and employee relations.
15. For such other policies and administrative regulations, not inconsistent with this law as may be proper and necessary for its enforcement.

D. The City Manager or his authorized agent shall be responsible for certification of the payroll vouchers that the persons named therein have been appointed and employed in accordance with the provision of this law and the policies thereunder. No Sugar Hill disbursing or auditing officer shall make or approve or take any part in making or approving any payment for personal service to any persons holding a position in the Sugar Hill government unless said payroll voucher or account of such bears the certification of the City Manager or his authorized agent.

### ARTICLE III. GRIEVANCE PROCEDURE

A. A grievance is any dispute concerning the interpretation or application of this Ordinance, or of the personnel policies governing personnel practices or working conditions, or decision relative to any disciplinary action, dismissal, demotion or charge of discrimination.

B. Grievances shall be processed in accordance with procedures established by the City Manager.

1. Use of Official Authority or influence for the purpose of interfering with an election or nomination for office or affecting the result thereof.
2. Directly or indirectly coercing, attempting to coerce, commanding or advising any other such officer or employee to pay, lend, or contribute any part of his salary or compensation or anything else of value to any party, committee, organization, agency, or person for political purposes.
3. Active participation in political party management or in political campaigns.

B. The Director, acting in behalf of the City Manager, may cooperate with other governmental agencies charged with public personnel, training personnel, establishing lists from which eligibles shang in behalf of the City Manager, may cooperate with other governmental agencies charged with public personnel, training personnel, establishing lists from which eligibles shall be certified for appointment and for the interchange of personnel and their benefits.

#### ARTICLE IV. POLITICAL ACTIVITIES

A. No Sugar Hill employee shall be appointed, promoted, demoted, favored or discriminated against with respect to employment in the classified service because of their political opinions or affiliations.

B. No person shall use or promise to use, directly or indirectly, any official authority or influence, whether possessed or anticipated, to secure or attempt to secure for any person an appointment or advantage in appointment to a position in the classified service or an increase in pay or other advantage in employment in any such position for the purpose of influencing the vote or political action of any person.

C. No Sugar Hill full time employee shall hold an elective office in the City government, nor shall he solicit any contributions or assessments, or services, nor publicly endorse any candidate for any City elective office.

D. Nothing herein contained shall affect the right of an employee to contribute to, hold membership in, serve as an officer of, or support a political party, to vote as he chooses, to support or campaign for county, state or national political candidates, to maintain political neutrality or to attend political meetings.

E. Exception to "D" above: Any city employee who, as normal and foreseeable incident to his principle job or position, performs duties in connection with an activity financed in whole or in part by Federal loans or grants, comes under the Federal Hatch Act which prohibits the following

1. Use of official authority or influence for the purpose of interfering with an election or nomination for office or affecting the result thereof.
2. Directly or indirectly coercing, attempting to coerce, commanding or advising any other such officer or employee to pay, lend, or contribute any part of his salary or compensation or anything else of value to any party, committee, organization, agency, or person for political purposes.
3. Active participation in political party management or in political campaigns.

ARTICLE V. NEPOTISM

A. An employee who is directly related to another employee can be employed by the city or the golf course, but not within the same entity as the related employee. (One entity is the golf course and the other entity is the city.)

ARTICLE VI. EQUAL EMPLOYMENT OPPORTUNITY GUARANTEED

A. There shall be no discrimination exercised on account of race, national origin, color, religion, creed, age, sex (except where age or sex is a bonafide occupational qualification) or political affiliation with respect to the recruiting and examination of applicants, the hiring of eligibles, or in any personnel transactions affecting employees, including training, promotion, and disciplinary actions. All personnel actions shall be based solely on merit and fitness of the individual.

B. The Personnel Director shall see that information about job opportunities is readily available to all potential job applicants. A continuing program shall be conducted to make the Equal Employment policies known to all citizens of the City, and other potential job applicants.

C. Any applicant or employee who alleges discrimination in any personnel transaction shall have the right to counsel with the Personnel Director and, if still desired, the right of appeal to the City Council.

ARTICLE VII. UNLAWFUL ACTS PROHIBITED

A. No persons shall make any false statements, ratings or reports with regard to any test, or appointment made under any provision of this law or in any manner commit any fraud preventing the impartial execution of this ordinance.

B. No person shall directly or indirectly give, render, pay, offer, solicit, or accept any money, service or other valuable consideration for any appointment, proposed appointment, promotion, or proposed promotion to, or any advantage in, a position in the City Council full time employee.

C. No employee of the personnel department, examiner, or other person shall defeat, deceive or obstruct any person in his right to examination eligibility, or appointment under this law, or furnish to any person any special or secret information for the purpose of affecting the rights or prospects of any person with respect to employment in the career service.

ARTICLE VIII. PENALTIES

Any person who willfully violates any provision of this ordinance or of the personnel policies established thereunder may, upon hearing by the council, have one of the following judgments rendered:

1. Dismissal from government service and forfeiture of annual and sick leave or other employee benefits as approved by the Manager.

2. Ineligibility for appointment to or employment in a position in the City service for the period of time stipulated in the personnel policies.

3. Suspension for a period of time as stipulated by the personnel policies.

ARTICLE IX. SEPARABILITY

If any provision of this ordinance or if any policy or order thereunder of the application of such provision to any person or circumstances shall be held invalid, the remainder of this law, and the application of such provision of this law or of such policy, or order to persons or circumstances other than those to which it is held invalid, shall not be affected thereby.

ARTICLE X. REPEALER

Any ordinance or rules and regulations previously adopted by Sugar Hill City Council which may be in conflict with this act are hereby repealed.

ARTICLE XI. EFFECTIVE DATE

This ordinance shall take effect \_\_\_\_\_.

RESOLUTION

WHEREAS, the Mayor and Council of the City of Sugar Hill, Georgia have previously authorized the filing of an application seeking a loan from the Georgia Environmental Facilities Authority to the City of Sugar Hill pursuant to the Georgia Environmental Facilities Act, O.C.G.A. §50-23-1, et seq., seeking financial assistance in connection with the construction of a waste water treatment facility to be located adjacent to the Sugar Hill Municipal Golf Course; and

WHEREAS, the loan application has been approved by the Georgia Environmental Facilities Authority and the appropriate documentation has been provided by the Georgia Environmental Facilities Authority to complete this loan transaction; and

WHEREAS, the Mayor and Council of the City of Sugar Hill are authorized and empowered to enter into such a loan agreement and have determined that entering into such an agreement will be in the best interest of the citizens of Sugar Hill;

IT IS HEREBY RESOLVED that the Mayor and City Clerk of the City of Sugar Hill, Georgia are hereby authorized and empowered to sign any and all documentation required by the Georgia Environmental Facilities Authority to complete a loan transaction in the amount of \$2,248,247.00 for the purposes of constructing a waste water treatment facility in the City of Sugar Hill. Said documents shall include but not be limited to an Agreement and Certificate for Georgia Environmental Facilities and Authority Loan to a Local Government, Contract for Financing Environmental Facilities and Other Services by Georgia Environmental Facilities

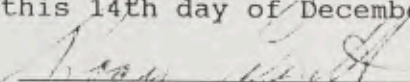


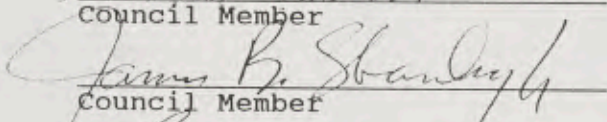
Authority, Promissory Note in the principal sum of \$2,248,247.00, and such other documents as may be required to obtain said loan and complete said transaction.

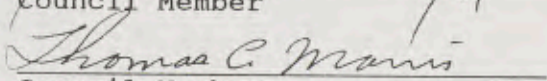
The Mayor and Council of the City of Sugar Hill have authorized this transaction with the specific understanding and based upon the specific representation by the Georgia Environmental Facilities Authority that said transaction constitutes an intergovernmental agreement authorized by the laws of the State of Georgia and that said transaction does not represent incurring debt in a matter not authorized or allowed by Georgia law or by the Georgia Constitution.

The Mayor, City Manager, City Finance Director, and City Clerk are hereby authorized and empowered to take whatever additional action may be necessary and appropriate to complete this loan transaction in accordance with the terms and conditions of the agreements authorized between the City of Sugar Hill and the Georgia Environmental Facilities Authority.

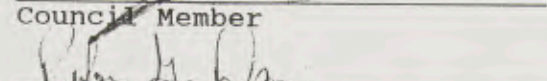
IT IS SO RESOLVED, this 14th day of December, 1992.

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

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

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

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

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

ATTEST:

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

APPROVED BY

*Leo Haggard*  
MAYOR

This 14th day of December, 1992.

Delivered to the Mayor

December 14, 1992

Received from Mayor

December 14, 1992

ATTEST:

*Dudy Foster*  
CITY CLERK





# HomeTrust Bank

December 3, 1992

City of Sugar Hill  
P.O. Box 800001  
Sugar Hill, GA 30518

Dear Ms. Willismson:

HOMETRUST BANK is considering a loan request from Kart Construction and John Stone Properties, Inc.. They have informed us that the City Council might consider reserving the sewer capacity for Phase II of The Springs Subdivision if 1/2 of the sewer tap fees (2500.00 per lot) was paid at the time of the development permit. It is also our understanding that the remaining amount (1,250.00) would be due upon approval of the final plat.

Should we approve the above stated loan request, it would be conditioned upon the developers being able to lock in their costs. Therefore, we would consider funding 1/2 of the sewer tap fees at the time the development permit was issued and the balance after the approval of the final plat provided the City commit to the \$2,500.00 per lot for sewer tap fees as well as to the capacity for the 37 lots in Phase II of The Springs Subdivision, to the proposed developers, successors and or assigns.

Thank you for your consideration. Please feel free to call me should you have any questions.

Sincerely,

Rachel C. Rigdon  
Vice President

BID OPENING REPORT

BIDS WERE OPENED ON: Friday, December 11, 1992, 2:00 P. M.  
 FOR: Creek Lane Area Road and Drainage Improvements  
 OWNER: City of Sugar Hill, Georgia

| CONTRACTOR                                      | BID BOND |    | TOTAL BID      |                | TOTAL                           |
|-------------------------------------------------|----------|----|----------------|----------------|---------------------------------|
|                                                 | YES      | NO | CONTRACT NO. 1 | CONTRACT NO. 2 | CONTRACT NO. 1 & CONTRACT NO. 2 |
| 1. <u>SOONER BUILDERS</u>                       | ✓        | —  | \$140,263.67   | \$132,664.33   | \$272,926.00                    |
| 2. <u>J.J.E. CONSTRUCTOR / J.F. SMITH TRUCK</u> | ✓        | —  | \$112,456.50   | \$112,868.00   | \$225,324.50                    |
| 3. <u>BANKHEAD ENTERPRISES</u>                  | ✓        | —  | \$118,648.40   | \$127,080.50   | \$245,728.90                    |
| 4. <u>B.E. GUTHRIE CONSTR. CO.</u>              | ✓        | —  | \$111,853.50   | \$126,084.50   | \$237,938.00                    |
| 5. <u>PITTMAN CONSTRUCTION</u>                  | ✓        | —  | \$156,292.50   | \$179,178.00   | \$335,470.50                    |
| 6. _____                                        | —        | —  | _____          | _____          | _____                           |
| 7. _____                                        | —        | —  | _____          | _____          | _____                           |
| 8. _____                                        | —        | —  | _____          | _____          | _____                           |
| 9. _____                                        | —        | —  | _____          | _____          | _____                           |
| 10. _____                                       | —        | —  | _____          | _____          | _____                           |
| 11. _____                                       | —        | —  | _____          | _____          | _____                           |
| 12. _____                                       | —        | —  | _____          | _____          | _____                           |
| 13. _____                                       | —        | —  | _____          | _____          | _____                           |
| 14. _____                                       | —        | —  | _____          | _____          | _____                           |
| 15. _____                                       | —        | —  | _____          | _____          | _____                           |

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER  
 REVIEW OF THE BIDS HAS BEEN COMPLETED.



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: December 7, 1992  
Re: Activities for month of November

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- \* The cart path on #18 was graded and is now ready for paving when the weather permits.
- \* Grassing along clubhouse drive has been completed.
- \* A number of dead trees have been removed.
- \* Roughts have been cleaned.
- \* A tournament was held on Dec. 3, 1992, to raise toys for underprivileged children. There was a total of \$617.00 raised, along with a number of toys.

December 14, 1992

Mayor George Haggard  
City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518

Dear Mayor Haggard:

Please accept this letter as my official resignation as Chairman of the Planning and Zoning Board and Planning and Zoning Board of Appeals effective December 31, 1992.

I will be moving outside the city limits in April 1993. I believe it to be more beneficial to the City to start 1993 with a new board member versus my staying until I actually move.

It has been an honor and privilege to serve on the Boards and to have worked with the Council and city administration.

I wish you and the City much success and growth in the future.

Respectfully,

