

**City Council of Peachtree City**  
**Agenda**  
**August 21, 2003**  
**7:00 p.m.**

- I. Prayer
- II. Pledge of Allegiance
- III. Announcements, Awards, Special Recognition  
Remind Attendees to Turn Off Cell Phones  
Recognize Baseball Teams  
Recognize 2003 Soccer Championship Teams  
Recognize Employee of the Month – Janice Dukes
- IV. Minutes  
August 7, 2003 Budget Workshop Minutes
- V. Consent Agenda
- VI. Old Agenda Items  
07-03-10 Consideration of Variance Request –Highway 74 South & TDK  
Boulevard
- VII. New Agenda Items  
08-03-06 Public Hearing – FY 2004 Budget  
08-03-07 Consider Resolution for Library Renovation/Expansion Bond  
08-03-08 Consider Easement for Fayette County Communications Building
- VIII. Council/Staff Topics
- IX. Executive Session

This agenda is subject to change at any time up to 24-hours prior to the scheduled meeting.

**City of Peachtree City**  
**BUDGET WORKSHOP**  
**Minutes of Meeting**  
**August 7, 2003**  
**5:00 p.m.**

The City Council of Peachtree City met in a workshop session on Thursday, August 7, 2003, 5:00 p.m., in the Floy Farr Room of the Peachtree City Library. Council Members attending were: Mayor Steve Brown, Annie McMenamin, Steve Rapson, and Dan Tennant. Council Member Murray Weed arrived later in the meeting.

Staff members present were: City Manager Bernie McMullen, Financial Services Director Paul Salvatore, Administrative Services Director Jane Miller, Acting Developmental Services Director Troy Besseche, Recreation Administrator Sherry McHugh, Fire Chief Stony Lohr, Police Chief Jim Murray, and Acting Public Services Director Bobby Thompson.

Mayor Brown led attendees in the Pledge of Allegiance and noted additional materials that were before Council, including a letter from the Lexington Park Homeowner Association regarding the paths, an email from a citizen regarding the Recycling Center, and a presentation packet from Salvatore.

Salvatore began his presentation noting that, following the July 24 workshop, the proposed millage rate increase had dropped to .648 mills from the original 1 mill. He indicated the increase was primarily due to the redistribution of Local Option Sales Tax (LOST), which accounted for 0.339 mills, and the pay plan and addition of new employees in 2002, which accounted for 0.309 mills. Salvatore noted that the 0.339 mill increase due to the LOST redistribution would be offset by a 0.33 drop in millage by the County.

Salvatore then reviewed the adjustments made since the July 24 workshop, noting that at this meeting they had actuals instead of projections for the months of June and July, which revised the revenue projections in the packet. Salvatore said the revenues netted out at about \$4,000 less than originally estimated, but a decrease in actual expenditures over projections increased the bottom line by \$27,000.

Salvatore then noted the complete millage rate and its changes, including the rates for the other entities in Fayette County. He noted that the school millage increased by 2.75%, which would have the most impact on tax tills, and the County millage decreased by 4.64%, while Peachtree City's proposed increase at this point was 13.78%. The state millage stayed the same. These changes resulted in an overall increase to the millage of 2.71%, or approximately \$73.00 on a property valued at \$200,000.

Rapson said the slide really demonstrated how the school system made up the majority of the taxes, which was expected, but he specifically wanted to note that Fayette County received 27% more taxes from Peachtree City residents than Peachtree City did. He said

he felt most taxpayers did not realize there was such a difference. Rapson also noted that the proposed Peachtree City increase of 13.78% sounded big, but due to the total numbers involved, it did not have that impact on the total tax bill. Rapson said the school system taxes were 3.2 times those of Peachtree City, so the relatively small numbers for Peachtree City made the percentage seem larger.

Salvatore then discussed a comparative table of municipalities and noted their number of employees per 1,000 residents. The table ranged from over 20 employees per 1,000 residents in College Park to under five employees per resident in Tyrone. Peachtree City had the second lowest number, with approximately 6 employees per 1,000 residents, but Salvatore noted that Tyrone does not provide as many services as Peachtree City does, including Fire services.

Salvatore then said Council had asked him to put the Cost of Living Adjustment (COLA) for employees back in to determine its impact. He said it would cost \$200,897, or 0.136 mills, causing a 2.8% increase. He said if it were left in the budget, the total needed millage increase would be 0.784 versus the previously discussed 0.648 mills. Salvatore noted that staff had identified several other ongoing expenses to help offset the COLA increase. Salvatore stressed that it was ongoing expenses that needed to be looked at, because cutting one-time expenses would only worsen the problem next year.

The additional proposed cuts included \$30,000 for converting the UPDATE Newsletter to online, with \$10,000 left to run monthly ads in the local newspaper for residents who did not have internet access; \$50,000 by reducing the Council Contingency Fund to \$100,000; \$10,000 by reducing the Police Reward Fund to \$13,000; and \$33,823 by closing the Recycling Center. These reductions totaled 0.084 mills, cutting the needed millage increase to 0.7 mills, or 14.8%, which translates to \$4.16 per year on a \$200,000 home.

Steve Rapson then had a slide shown to demonstrate some additional adjustments he was proposing. These included the UPDATE, Council Contingency and Police Reward reductions previously noted, as well as including the \$500,000 Self Insurance Reserve in the City's total reserve funds; Increasing the Reserve Target by \$65,000, and Increasing the FY 2005 Salary Savings by \$80,000. Rapson's proposal did not include closing the Recycling Center

McMenamin asked Chief Murray about the reduction in the reward fund, and he said he agreed to the change because he knew he could always come to Council if a large reward were ever needed. McMenamin said she had wanted to assure him of that option.

Rapson said he would reduce the employee COLA before considering reducing employees, and felt Council should not try to balance the budget on the backs of employees. He added that he felt the Recycling Center was a benefit to the community.

McMullen told Council that he and Salvatore had discussed Rapson's proposed adjustments and were comfortable with them.

Salvatore then showed a slide listing four additional positions for the coming year, which totaled \$135,239 in salaries and benefits, noting that they represented the top four from all the positions requested by staff. The positions included an Assistant Fire Marshall, a Police Department Staff Assistant, a part-time Technician at Kedron Fieldhouse, and a part-time Customer Service Representative at The Gathering Place. Salvatore said staff wanted to see how Council felt about these positions, noting that the city obviously could not continue to balance the budget if new positions were added. Salvatore said including these positions in the budget would bring the needed millage increase to 0.876 mills, which translated to a \$7.36 tax increase for a \$200,000 property. McMullen noted that these numbers did not include Rapson's recommendations.

Brown then presented his recommendations, noting that he had looked at the positive changes in the Development Authority of Peachtree City's (DAPC) operating budgets this year, and saying the city had previously been spending a lot of money to fund their operating losses. Salvatore clarified, asking if he was talking about negotiating a new Hotel/Motel Tax distribution formula with the DAPC. Brown said yes, and he would pick the Fire Marshall and Police Staff Assistant as the priorities among the new positions. Brown said he was also interested in funding a part-time employee for the Fayette County Development Authority (FCDA) to work exclusively on Peachtree City business recruitment.

McMenamin said Council needed to be sure of how they could use any additional Hotel/Motel tax monies if they renegotiated the distribution to the DAPC. Brown stressed that the critical new positions would be funded through an exchange in the line items within the general fund, with the Hotel/Motel taxes going to items they could legally fund, such as path maintenance, and the balances for those items then moving to other budget items. Tennant asked how sure the city was that Hotel/Motel taxes could be used on the paths. Salvatore said the city had an opinion from the previous auditor that it would be allowed. McMenamin noted that was a change because Council had been told in the past they could not use the funds on the paths. Tennant said if the option were available, it would be great. Brown stressed that Peachtree City was nationally known for its paths, and they were a huge attraction for the city.

Rapson said his comments would not address the DAPC, but he supported giving the FCDA funding for a part-time position. He said he felt FCDA Director Chris Clark would be in favor of that. McMenamin noted that an additional person might not be the best use, and felt Clark should have a say in how the funding was used. Rapson agreed. He said that, following discussions with several auditors, he felt using the Hotel/Motel taxes for path maintenance, as well as path construction, would meet the legal requirements. Brown noted that city residents were already paying for the FCDA with their county taxes, but the funding they were discussing now would be above and beyond that, so it should address Peachtree City specifically. Salvatore noted that an

intergovernmental agreement would address that. Tennant said that, while he embraced having a Peachtree City representative on the FCDA for business recruitment, if Council was trying to refocus on economic development, \$25,000 was probably not going to go very far. McMenamin added that future Councils might not want to fund the position since the FCDA's focus was already on Peachtree City, as the location of the only real Industrial Park. She felt the funding should allow the FCDA discretion in its use. Rapson agreed, saying that if the city gave the money, the FCDA should decide how to spend it. McMenamin said she did not want to tie their hands. Brown felt this was a great direction in which to begin going. Tennant asked if any of the numbers on the renegotiation of the Hotel/Motel Tax had been presented to the DAPC, and Brown noted that there had not yet been time to do so.

Brown then addressed the Recycling Center, saying that eventually it would become obsolete due to site limitations. He said it would take more money in future years to find a new site. McMenamin asked where Fayette County's Recycling Center was located, and McMullen noted that it was at the site of the old landfill and transfer station. McMenamin felt that was too far for Peachtree City residents. McMullen said he was looking at the basic issue of Peachtree City's recycling center not working out. He said he was not opposed to continuing its operation, but the city needed to find a different way of operating it so that it would generate a desirable product, but the site limitations currently did not support this effort. He said the interim answer might be to split the operations until such a product was achieved, and at that point the Recycling Center could become a break-even operation, or even possibly a profit generator. He asked for some more time to address this problem. Rapson said there were some great recycling centers, but McMenamin felt Peachtree City did not necessarily have the needed space, adding that she did not want to be on the future Council that might consider putting it by a subdivision.

Brown said he was interested in an option that would retain the employee COLA, add the two public safety positions, and enhance some of the other line items. He felt that a \$100,000 Council Contingency Fund was too low, noting that they would not have been able to fund the TDK Boulevard Extension with that amount. Tennant felt that had been an unusual project, albeit a necessary one.

Salvatore then presented a slide regarding a change in cash reserve policy. He said the city was trying to maintain 60 days of operating expenses, or \$3.3 million, in the 2004 budget. This could be altered to maintaining 13% of annual revenues, or \$2.9 million, and help the city meet cash reserve requirements while maintaining an acceptable level to creditors. Rapson stressed that changing the policy would still leave \$2.9 million in the bank. McMullen added that, in the past, the city tried to avoid paying interest, and paid cash or delayed purchases on some equipment. He said they might look at delaying those purchases until the Ad Valorem Taxes were in the bank.

Tennant then presented three alternatives he had devised, prefacing his presentation with the statement that he believed the city could pass a budget with no millage increase, even during these difficult financial times. He read an introductory letter into the record:

Attached you will find three plans I have put forth to balance our budget without having a millage increase. I firmly believe that citizens in Peachtree City are simply tired of having tax increase after tax increase from government at every level. I also firmly believe where there is a will there is a way. The plans I have brought forth give us a balanced budget with no tax increase. It is important to note that these plans are not mutually exclusive; we can certainly take the best of each plan and incorporate it into a final plan. It is also important to not that while one plan requires staff reductions, it is neither a reflection on any individual performance nor a statement about the efforts of our city employees in general. Rather, in difficult financial times, sacrifice is required, just as it is in the business world and our own family finances. You simply cannot have your cake and eat it too when times are tough, and times re indeed tough.

I hope you will receive these suggestions as what they are – an earnest and objective attempt to come up with a solution to a difficult problem. It is foolish to sit back and say “no new taxes” without a reasonable alternative. I do not claim to have all the answers, of course, but I do believe if you are not a part of the solution, you are part of the problem.

While I personally prefer Plan B, I encourage all of us to leave our emotions at the door and try to come up with a reasonable solution while affording each other dignity and respect throughout this process.

Tennant noted a correction in the presentation of Plan A, saying the comments regarding the Assistant City Manager pertained to the first eliminated position, rather than the third. He said Plan A was a tough pill to swallow, and that he was not happy with any of the proposals, but he felt it was important to discuss the options. Plan A involved eliminating four full-time staff positions and converting one full-time position to part-time at a savings of \$281,000; delaying the Satellite Auto Shop for a savings of \$33,720; making some reductions in Contingency Funds at a savings of \$70,000; incorporating staff's previously recommended cuts of \$498,000; eliminating the COLA for non-public safety personnel at a savings of \$107,000; and making some additional departmental cuts of \$30,000, including \$5,000 from the Council Education and Training budget. This would provide a total of \$1,336,000. The remaining \$447,280 could be made up by increasing court fees and fines. This would result in no millage increase.

Tennant's Plan B, which he said he preferred among the three, retained all positions and the COLA, but included additional court fine increases. Plan C also included the court fine increase, but recommended selling the property adjacent to Wynnmeade at an estimated \$900,000. Tennant asked how bad Council really wanted that land, noting that

it was a great idea for better times, but that the subject should be brought to the table because perhaps it should not have been purchased in the first place. Tennant said he felt that revenue increases should come from lawbreakers rather than as a property tax increase on all residents.

Salvatore then said he had one additional plan that McMullen had developed late that afternoon following review of the plans submitted by Rapson, Brown and Tennant. Salvatore noted that he had not had an opportunity to plug the dollar amounts into the model to determine the exact millage impact, but the numbers gave an overview of a combined proposal. McMullen's summarized proposal included the conversion of UPDATE, reduction of Council Contingency and the Police Reward Fund, and Rapson's reserve calculations for the Self Insurance Fund and Salary/Other savings. It also included a court fine increase, a reduction in the Council Training budget, and the elimination of the Code Enforcement computers for a total savings of \$706,000. If COLA were added back in and other previously discussed items were still taken out, the total savings would be approximately \$1,159,067. This would leave about \$307,933 necessary in increases to balance the budget.

McMullen interjected that there had been one proposal that evening to reduce staffing, while at the regular meeting later in the evening, there was a proposal to add an Assistant City Manager. McMullen said that, while he felt that position would be good for the city, he could not justify it if other positions would then be cut. McMenamin said she was glad he had mentioned that, saying that in talking with constituents her age, there was a general feeling that bureaucracy did not need to be increased. She said she felt it was the wrong time for an Assistant City Manager position. McMenamin said she also felt it was important for each of the elected officials to remain cognizant of how much they were spending out of Council funds. She said she had served on Council for 13 years and had never turned in an expense report. She only attended mandatory training classes when the city was paying, and any electives she turned into a mini-vacation and paid for herself. She said she would like each member of council to look at what was being spent and justify that expenditure. She added that there was a lot of free training available, and an even greater amount of knowledge and experience in the county.

Tennant said those very concerns were why he recommended reducing the Council Education and Training budget. McMenamin said Council's budget had increased considerably for 2004. While \$30,000 was required for the election, she noted that postage, education and training, and computer supplies had increased, including a new computer for the Mayor. McMenamin said the city had never provided computers for the rest of Council. Brown asked if McMenamin had one of the laptop computers, and McMenamin said she did, but that it had been used equipment rather than new.

Murray asked to make an important point. He said that, after 15 years with the city, he did not know what the court fines were. He noted that state law limited the percentage of revenue that a city could obtain through fines, and felt it was always good for Council to look at what they were. Rapson interjected that Peachtree City was not near that limit,

and Murray agreed. However, Murray said that using the fines as a revenue source put the Police Department in a difficult position. Tennant said he was in no way suggesting that the department write more tickets; he just wanted to make sure those breaking the law paid more.

McMenamin expressed some caution regarding Tennant's proposal to sell the Wynnmeade property, saying there were some legal limits on the city doing that. McMullen said he would have to check with the city attorney.

Tennant returned to staff's most recent proposal, confirming that it was within \$300,000 of achieving a zero increase with the COLA. Brown said Tennant needed to be careful when discussing COLA because he did not think the city could give it to some employees and not others. He said the city had all good employees. Brown added that eliminating the \$8,000 for Code Enforcement computers was penny-wise and pound-foolish because they would provide such a timesavings to the department. Tennant said he was just saying the city could not have everything. Rapson noted that the \$5,000 and \$8,000 amounts eliminated in staff's revised proposal were such small amounts that it said they were losing focus. He said he wanted to stay out of purely operational decisions because they were McMullen's responsibility. He said the \$5,000 in Council Training and the \$8,000 in Code Enforcement computers should be removed from the proposal.

Rapson said he felt Council training was important because it made for better council members. He said when he attended the conferences, he was not golfing or doing other things, he was sitting in the classes. He agreed the budgeted amount might be too much, but he felt the training was necessary to make sure elected officials were trained and knowledgeable. McMenamin said she just did not want to see elected officials taking classes simply because they were available and paid for. She said Council had talked a couple of years ago about limiting the amount individual members could spend, but had not done so because they felt at the time that Council as a whole could monitor the expenditures. She said it might be time to revisit that. Tennant said it sounded like a good idea. He agreed with Rapson that they needed to be trained, but he also felt they should be accountable, and should participate in the sacrifices needed for the budget.

Salvatore pointed out that the remaining increase in the budget would be completely offset by the County's millage reduction due to the changes in the LOST redistribution. Tennant asked what was wrong with working for an actual reduction, with Peachtree City having no increase and the County having a decrease. McMullen said that staff's proposals for increases had not been accepted by Council for the past couple of years, and that the 10-year model for future projections was showing millage increases. They would be going through the same exercise next year, but with more shortfalls in the contingency funds. Tennant said he believed the economy would be better next year than worse, so they might not be looking at as big an increase at that time. Rapson added that what really would drive the local finances was what happened in the industrial park. He said he was not prepared to make a decision that evening, and wanted to see more detail on the proposed court fine increases.

Miller had a handout for Council to review, noting that she had worked with the Finance Department to determine what fines could legally be increased and how that would impact the revenues. She said that doubling the fines actually only resulted in about a 70% increase because some fines were already near or at the legal limit. However, she felt the numbers presented were conservative, and said they reflected the actual history over the past 10 months.

Rapson noted that the actual collections were dependent on the judge actually imposing the fine, and he wanted Miller to talk to Judge Powell about the proposal. Tennant asked if Council did not actually set the fines, and Rapson said they did, but the judge had latitude to amend what was actually imposed based on the individual cases. McMenamin noted that there were often extenuating circumstances, and Rapson added that the public felt Judge Powell to be fair. Miller added that, if the judge always imposed the maximum fine without listening to the defendants, there was not really any reason to have a court. She added that the projections were based on fines imposed, including the reduced and even suspended fines.

Tennant said if a judge refused to go by the will of the governing body, they should change judges. Brown noted that when violators could not pay the fines, they went to jail, and that generated a significant expense. Tennant said there weren't a lot of people who could not afford a \$132 fine. Rapson said he would like to see a comparison of fines in neighboring jurisdictions. Tennant said he did not really care what other cities charged and it was inconsequential. Rapson said it was a reasonableness test, and he did not want people to quit coming to Peachtree City to shop in fear of getting a ticket.

Rapson asked what ordinances governed the court fine increases. Murray said speeding was a large part, and so were accidents. Rapson asked how difficult it would be to look at the comparison in terms of what ordinances were involved, and how long Council had to work on the budget. Salvatore said an ad needed to be sent tomorrow for next week's newspaper, but it did not have to include the final budget numbers. Murray again reiterated that the Police Department had no quota for tickets and did not view them as a revenue source. He said the department was in place to protect the citizens and make sure they were safe, and noted that the department had one of the lowest ratios of tickets per population for a city this size.

Rapson said he felt the city should increase by the 0.33 mills that the County had been able to decrease due to the LOST redistribution. He said that would be a net increase of zero between the two entities. Tennant asked how the rest of Council felt about the COLA. Rapson said he felt the COLA should be cut before any positions were. Tennant said the city might need to review the overall number of positions because they might not be right. Rapson agreed, saying that according to staffing requests over the past three years, the city was approximately 28 positions short. Rapson said he wanted to see the final proposal from staff modified to eliminate the \$5,000 and \$8,000 reductions, add the \$706,000 and the 0.33 millage increase, and then lower the court fine increases to break even. He said that would look better to the judge and the chief than doubling the fines,

and added that he still wanted to see a table to indicate whether the projections on the increase were realistic. Tennant noted that staff had said it was a conservative estimate, and Miller added that Finance staff had participated in running the projections. McMenamin added that she was in favor of eliminating the Assistant City Manager position. Rapson said he disagreed, and said they weren't talking about eliminating any positions. McMenamin said that the Assistant City Manager position was a long-term expense, and she did not see any need to create it at this time. Rapson said he felt it was necessary and had been for a while.

Salvatore said staff would revise the model to include the court fine increases only to keep the millage increase at 0.33 mills, with no staffing cuts and including the employee COLA. Weed asked how much time staff needed to get the numbers together. McMullen recommended looking at the top 25 or so top offenses, figure the needed percentage increase, start working the next day on the comparison with fines in other jurisdictions, and approach Judge Powell about the increases. McMullen felt that the numbers could be ready for Council to meet and review on the following Tuesday, August 12. Brown indicated they would all confirm on their schedules.

Tennant made a motion to adjourn the meeting. Weed seconded. The meeting adjourned at 6:50 p.m.

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Betsy Tyler, Deputy City Clerk

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Stephen D. Brown, Mayor

# CITY OF PEACHTREE CITY

## INTEROFFICE MEMORANDUM

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**TO:** Mayor and Council Members

**FROM:** City Planner *David*

**VIA:** City Manager  
Developmental Services Director  
City Engineer *oo*

**DATE:** August 14, 2003

**SUBJECT:** Variance request – GA 74 and TDK Boulevard buffer reduction  
*Addendum to Position Paper*

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**Recommendation:**

Staff recommends that City Council authorize us to handle this request at an administrative level as outlined within this memorandum.

**Discussion:**

At the last City Council meeting, Hyde Investments, LLC presented a request for a variance to the City's Buffer Ordinance to allow the construction of a sanitary sewer line for an industrial subdivision at the intersection of GA 74 South and TDK Boulevard. Specifically, the request was to remove all of the existing vegetation from the required tree save and landscape buffer adjacent to TDK Boulevard, install a sanitary sewer line, and then re-establish the buffer with new plant material. Staff was concerned that the Buffer Ordinance did not grant us the authority to approve the removal of all existing vegetation within a designated tree save and landscape buffer; that approval of this request would set a precedent for other properties within the City; and, that all options for construction of the sanitary sewer line had not been explored. Council continued discussion on this request until a third party Engineer could review the proposal and assist with making a determination on the merits of the proposed variance.

Prior to engaging a third party Engineer, Staff met with the Applicant, his design team and a representative from the Water and Sewerage Authority to discuss a variety of items pertaining to this project. The Applicant was asked to explore alternate locations for the sanitary sewer line, specifically shifting the line 20' into the property, which Staff felt might allow existing vegetation to remain within the minimum tree save and landscape buffer. The Applicant prepared a revised set of construction documents and staked the new location of the sanitary sewer line and associated clearing limits in the field for review.

**Variance request – GA 74 and TDK Boulevard buffer reduction**

*August 14, 2003*

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After meeting on-site, it was determined that shifting the sanitary sewer line as proposed would allow the majority of the existing vegetation within the minimum 30' tree save and landscape buffer adjacent to TDK Boulevard to remain. It was also determined that the portion of the required buffer impacted by construction of a boring pit and the deceleration lane into this subdivision from TDK Boulevard could be re-established to natural grade and replanted to maintain the minimum 30' tree save and landscape buffer along the entire TDK Boulevard frontage.

Based on these determinations and subsequent commitments from the Applicant, Staff feels this issue should be handled administratively rather than continue through the variance process. With authorization from Council, Staff plans to allow construction of this subdivision to proceed subject to the following understandings and conditions:

- 1. The location of the sanitary sewer line shall conform to the revised drawing prepared by Ashford Engineers and faxed to City Staff on August 14, 2003.*
- 2. Following completion of the boring operation within the tree save and landscape buffer and within the City-owned right-of-way at the southeast corner of the site, the finished grading shall be re-established to pre-existing conditions and the entire disturbed area stabilized and re-vegetated.*
- 3. The tree save and landscape buffer impacted by construction of the deceleration lane shall be fine-graded, re-vegetated and stabilized immediately following this construction.*
- 4. The Applicant and his design team must continue to coordinate with City Staff throughout the construction of this sanitary sewer line and associated infrastructure to ensure all concerns are properly addressed.*
- 5. The Applicant must continue to work with City Staff to ensure all disturbed areas are properly stabilized and re-vegetated. Additionally, a detailed landscape plan must be submitted to and approved by City Staff for all areas within the tree save and landscape buffer disturbed by construction activities associated with the installation of the sanitary sewer line.*

**Budget impact:**

There are no budget implications associated with this request.

# CITY OF PEACHTREE CITY

## INTEROFFICE MEMORANDUM

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**TO:** Mayor and City Council

**VIA:** City Manager

**FROM:** Director of Financial Services *P.S.*

**DATE:** August 15, 2003

**SUBJECT:** Public Hearing – FY 2004 Proposed Budget

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**Recommendation:**

Hear public comments on the FY 2004 Proposed Budget. No action required.

**Discussion:**

Pursuant to state law, a public hearing on the proposed budget must be held prior to its adoption. Staff will present a Powerpoint presentation, then open the floor for comments and discussion. A public disclosure copy of the budget will be available at City Hall and on the City web site prior to the public hearing.

**Budgetary Impact:**

None

# CITY OF PEACHTREE CITY

## INTEROFFICE MEMORANDUM

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**TO:** Mayor and City Council

**VIA:** Temporary Interim Operations Manager *WJA*  
Financial Services Director *P.S.*

**FROM:** Leisure Services Director *PSA*

**DATE:** August 14, 2003

**SUBJECT:** Library Renovation/Expansion Bond Consideration

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### **Recommendation:**

The Library Commission requests City Council approval of the Referendum Resolution and Notice of Bond Election (attached) to place a bond referendum question on the November 2003 ballot for the renovation and expansion of the Peachtree City Library.

### **Discussion:**

As directed by City Council during the 2003 Retreat, the Library Commission has been pursuing a path since April towards placing a bond referendum for renovation and expansion of the existing library building. In order to develop a conceptual design and cost estimates for such a project, the Leo Daly Company of Atlanta was chosen as the architectural firm to perform the basic engineering, design and presentation services. Daly architects and engineers have spent significant time with staff and Commission members obtaining input for the plan. Over the past several months the Library Commission has held three public workshops, during which Daly architects presented the conceptual plan and cost estimates as they developed. Public input was sought and received at all three workshops, and was used to make alterations to the plan. The most recent workshop was last Wednesday, August 13.

The plan also received preliminary review by the Planning Commission, who gave their endorsement of the conceptual plan as presented. The City Attorney reviewed the Resolution and found it to be acceptable.

At the August 21 City Council meeting, the Library Commission will present its request to Council. The Daly Company will provide a presentation of the proposed work, to include a conceptual site plan, floor plans and a budget breakdown (background material attached). Presenting for Leo Daly Co. will be Mr. Tom Findley, vice president and lead design architect; and Mr. Blaine Paxton, chief architect and the project manager for this project. Mr. Paxton is also a Peachtree City resident.

Members of the Commission, Library staff and the Daly Company will be available to answer questions.

**Budgetary Impact:** See attached resolution and architectural plan documents.

# DRAFT

**A REFERENDUM RESOLUTION TO REGULATE AND PROVIDE FOR THE CALLING OF AN ELECTION AND TO CALL AN ELECTION TO DETERMINE THE ISSUANCE OR NON-ISSUANCE BY PEACHTREE CITY OF GENERAL OBLIGATION LIBRARY BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$4,900,000; TO PROVIDE FOR THE DATE, RATE OR RATES OF INTEREST, AND SCHEDULE OF MATURITIES THAT SUCH BONDS SHALL BEAR AND THAT THE BONDS MAY BE MADE SUBJECT TO REDEMPTION PRIOR TO MATURITY TO THE EXTENT PERMITTED BY LAW; TO PROVIDE FOR THE LEVY AND COLLECTION OF TAXES TO SERVICE SUCH BONDED INDEBTEDNESS, IF SO AUTHORIZED; TO PROVIDE THAT THE BONDS AUTHORIZED MAY BE ISSUED IN ONE OR MORE SERIES AND ON ONE OR MORE DATES OF ISSUANCE; AND FOR OTHER PURPOSES:**

**WHEREAS**, the Council of Peachtree City (the "Governing Body") is the governing authority of Peachtree City (the "City"), a municipal corporation created and existing under the laws of the State of Georgia, and is charged with the duties of levying taxes, contracting debts, and managing the affairs of the City; and

**WHEREAS**, the Governing Body deems it to be in the best interest of the City to improve public services in the City by acquiring, expanding, reconstructing, renovating, repairing, improving, and installing its existing library and other facilities, equipment, and property, both real and personal (including books and materials), useful or desirable in connection therewith, all at an estimated cost of more than \$4,900,000; and

**WHEREAS**, it appears to the Governing Body that the most feasible plan for providing funds to pay or be applied toward the cost of acquiring, expanding, reconstructing, renovating, repairing, improving, and installing its existing library and other facilities, equipment, and property, both real and personal (including books and materials), useful or desirable in connection therewith, to pay capitalized interest incident thereto, and to pay expenses incident to accomplishing the foregoing, requires the issuance and sale of Peachtree City General Obligation Library Bonds, in the aggregate principal amount of \$4,900,000, pursuant to the Constitution and laws of the State of Georgia; and

**WHEREAS**, under the Constitution and laws of the State of Georgia, it is necessary to submit to the qualified voters of the City the question of whether or not \$4,900,000 in aggregate principal amount of bonds should be issued for such purposes, which bonds, if authorized, shall be dated, shall bear interest from date at such rate or rates, not exceeding a maximum per annum rate, and shall mature as to principal, as hereinafter more fully set forth, and may be made subject to redemption prior to maturity, to the extent permitted by law, upon terms and conditions to be determined by the Governing Body.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of Peachtree City, and it is hereby resolved by authority of the same, as follows:

**Section 1.** There is hereby authorized to be called and there is hereby called an election to be held in the City on the 4th day of November 2003, for the purpose of submitting to the qualified voters of the City for their determination the question of whether or not \$4,900,000 in aggregate principal amount of Peachtree City General Obligation Library Bonds should be issued for the purpose of providing funds to pay or be applied toward the cost of acquiring, expanding, reconstructing, renovating, repairing, improving, and installing its existing library and other facilities, equipment, and property, both real and personal (including books and materials), useful or desirable in connection therewith, to pay capitalized interest incident thereto, and to pay expenses incident to accomplishing the foregoing. Such bonds, if so authorized, shall be dated as of the first day of the month of delivery or such other date(s) as the Governing Body may approve, shall be in such denomination or denominations as the Governing Body may approve, and shall bear interest from date at such rate or rates as the Governing Body may approve but not exceeding six and one-half percent (6.50%) per annum in any year. All interest shall be payable semiannually on July 1 and January 1 of each year, beginning on July 1, 2004, and the principal shall mature (by scheduled maturity or by mandatory redemption, as the Governing Body may approve) on January 1 in the years and amounts as follows:

| <u>Year</u> | <u>Amount</u> | <u>Year</u> | <u>Amount</u> |
|-------------|---------------|-------------|---------------|
| 2005        | \$240,000     | 2013        | \$330,000     |
| 2006        | 255,000       | 2014        | 345,000       |
| 2007        | 265,000       | 2015        | 365,000       |
| 2008        | 270,000       | 2016        | 380,000       |
| 2009        | 280,000       | 2017        | 400,000       |
| 2010        | 290,000       | 2018        | 420,000       |
| 2011        | 305,000       | 2019        | 440,000       |
| 2012        | 315,000       |             |               |

**Section 2.** The ballot to be used in the election shall have printed thereon in brief form the question to be determined by the voters, to-wit:

“Shall \$4,900,000 in aggregate principal amount of Peachtree City General Obligation Library Bonds be authorized to be issued?”

The ballot shall have printed thereon the word “YES” and the word “NO” in order that each voter may vote in either the affirmative or the negative as to the question propounded. The polls in each of the precincts within the City shall be opened at 7:00 a.m. and closed at 7:00 p.m. on the day fixed for the election, and the election shall be held at the regular and established places for holding elections in the City. The election shall be held in accordance and in conformity with the Constitution and laws of the United States of America and of the State of Georgia.

**Section 3.** The Fayette County Board of Elections is hereby appointed as the Municipal Election Superintendent to conduct the election, to receive from poll officers the returns of the election, to canvass and compute such returns, to certify as soon as practicable following the election the results thereof to the Governing Body, and to take such other actions in the premises as provided by law.

**Section 4.** The City Clerk is hereby ordered and directed forthwith to furnish the Municipal Election Superintendent of the City with a duly certified copy of this resolution in order that the Municipal Election Superintendent may take such action in the premises as provided by law.

**Section 5.** Any brochures, listings, or other advertisements issued by the Governing Body or by any other person, firm, corporation, or association with the knowledge and consent of the Governing Body shall be deemed to be a statement of intention of the Governing Body concerning the use of the bond funds or interest received from such bond funds that have been invested.

**Section 6.** The following notice shall be incorporated into the call of the election by the Municipal Election Superintendent:

## NOTICE OF BOND ELECTION

### TO THE QUALIFIED VOTERS OF PEACHTREE CITY

**YOU ARE HEREBY NOTIFIED** that on the 4th day of November 2003, an election will be held in Peachtree City (the "City"). At the election there will be submitted to the qualified voters of the City for their determination the question of whether or not \$4,900,000 in aggregate principal amount of Peachtree City General Obligation Library Bonds should be issued by the City for the purpose of providing funds to pay or be applied toward the cost of acquiring, expanding, reconstructing, renovating, repairing, improving, and installing its existing library and other facilities, equipment, and property, both real and personal (including books and materials), useful or desirable in connection therewith, to pay capitalized interest incident thereto, and to pay expenses incident to accomplishing the foregoing. Such bonds, if so authorized, shall be dated as of the first day of the month of delivery or such other date(s) as the Council of Peachtree City (the "Governing Body") may approve, shall be in such denomination or denominations as the Governing Body may approve, shall bear interest from date at such rate or rates as the Governing Body may approve but not exceeding six and one-half percent (6.50%) per annum in any year, and shall provide for interest to be payable semiannually on July 1 and January 1 of each year, beginning on July 1, 2004, and for principal to mature (by scheduled maturity or by mandatory redemption, as the Governing Body may approve) on January 1 in the years and amounts as follows:

| <u>Year</u> | <u>Amount</u> | <u>Year</u> | <u>Amount</u> |
|-------------|---------------|-------------|---------------|
| 2005        | \$240,000     | 2013        | \$330,000     |
| 2006        | 255,000       | 2014        | 345,000       |
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| 2008        | 270,000       | 2016        | 380,000       |
| 2009        | 280,000       | 2017        | 400,000       |
| 2010        | 290,000       | 2018        | 420,000       |
| 2011        | 305,000       | 2019        | 440,000       |
| 2012        | 315,000       |             |               |

The Governing Body may, prior to the sale of any of the bonds authorized by the voters at the election, incorporate provisions in any or all of the bonds so authorized that would permit the City to redeem the bonds prior to their stated maturities, to the extent permitted by law, upon terms and conditions to be determined by the Governing Body. Any or all of the bonds authorized by the voters at the election may be issued in one or more series and on one or more dates of issuance as the Governing Body may approve.

Voters desiring to vote for the issuance of such bonds shall do so by voting "YES" and voters desiring to vote against the issuance of such bonds shall do so by voting "NO", as to the question propounded, to-wit:

"Shall \$4,900,000 in aggregate principal amount of Peachtree City General Obligation Library Bonds be authorized to be issued?"

The several places for holding the election shall be in the regular and established precincts in the City, and the polls will be open from 7:00 a.m. to 7:00 p.m. on the date fixed for the election. Those qualified to vote at the election shall be determined in all respects in accordance and in conformity with the Constitution and laws of the United States of America and of the State of Georgia.

The last day to register to vote in this special election is October 6, 2003, through 5:00 p.m.

Any brochures, listings, or other advertisements issued by the Governing Body or by any other person, firm, corporation, or association with the knowledge and consent of the Governing Body shall be deemed to be a statement of intention of the Governing Body concerning the use of the bond funds or interest received from such bond funds that have been invested.

This notice is given pursuant to joint action of the Council of Peachtree City and the Municipal Election Superintendent of Peachtree City.

**PEACHTREE CITY**

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

**MUNICIPAL ELECTION SUPERINTENDENT  
OF PEACHTREE CITY**

**BY: FAYETTE COUNTY BOARD OF  
ELECTIONS**

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

**Section 7.** Should the bonds be authorized by the requisite number of qualified voters, the Governing Body shall, prior to the issuance of any such bonds, levy an ad valorem tax upon all the property subject to taxation for general obligation bond purposes, within the corporate limits of the City, sufficient in amount to pay the principal of and the interest on such bonds at their respective maturities.

**Section 8.** The Governing Body may, prior to the sale of any of the bonds authorized by the voters at the election, incorporate provisions in any or all of the bonds so authorized that would permit the City to redeem the bonds prior to their stated maturities, to the extent permitted by law, upon terms and conditions to be determined by the Governing Body. No such redemption provisions shall, however, increase the amount of, or accelerate the time for collection of, any annual tax levy required to be made for payment of the bonds as specified in Section 7 above.

**Section 9.** Any or all of the bonds authorized by the voters at the election may be issued in one or more series and on one or more dates of issuance as the Governing Body may approve. The aggregate principal amount of such bond issue, whether issued in one series or in more than one series, shall not exceed the principal amount authorized by the voters, and the other terms and conditions of each series of such issue shall conform to those set forth in this resolution.

**Section 10.** Any and all resolutions in conflict with this resolution this day passed be and they are hereby repealed.

**PASSED, ADOPTED, SIGNED, APPROVED, AND EFFECTIVE** this 21st day of August 2003.

(SEAL)

**PEACHTREE CITY**

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

Attest:

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

**STATE OF GEORGIA  
FAYETTE COUNTY**

**CITY CLERK'S CERTIFICATE**

I, **JANE S. MILLER**, City Clerk of Peachtree City, **DO HEREBY CERTIFY** that the foregoing pages constitute a true and correct copy of a referendum resolution adopted by the Council of Peachtree City (the "Governing Body") at an open public meeting duly called and lawfully assembled at 7:00 p.m., on the 21st day of August 2003, in connection with calling an election pertaining to the issuance or non-issuance of Peachtree City General Obligation Library Bonds, the original of such referendum resolution being duly recorded in the Minute Book of the Governing Body, which Minute Book is in my custody and control.

I do hereby further certify that the following members of the Governing Body were present at such meeting:

Stephen D. Brown  
Annie McMenamin  
Steve Rapson  
Dan Tennant  
Murray Weed

and that the following members were absent:

\_\_\_\_\_  
\_\_\_\_\_

and that such referendum resolution was duly adopted by a vote of:

Aye \_\_\_\_ Nay \_\_\_\_.

**WITNESS** my hand and the official seal of Peachtree City, this the \_\_\_\_ day of August 2003.

(SEAL)

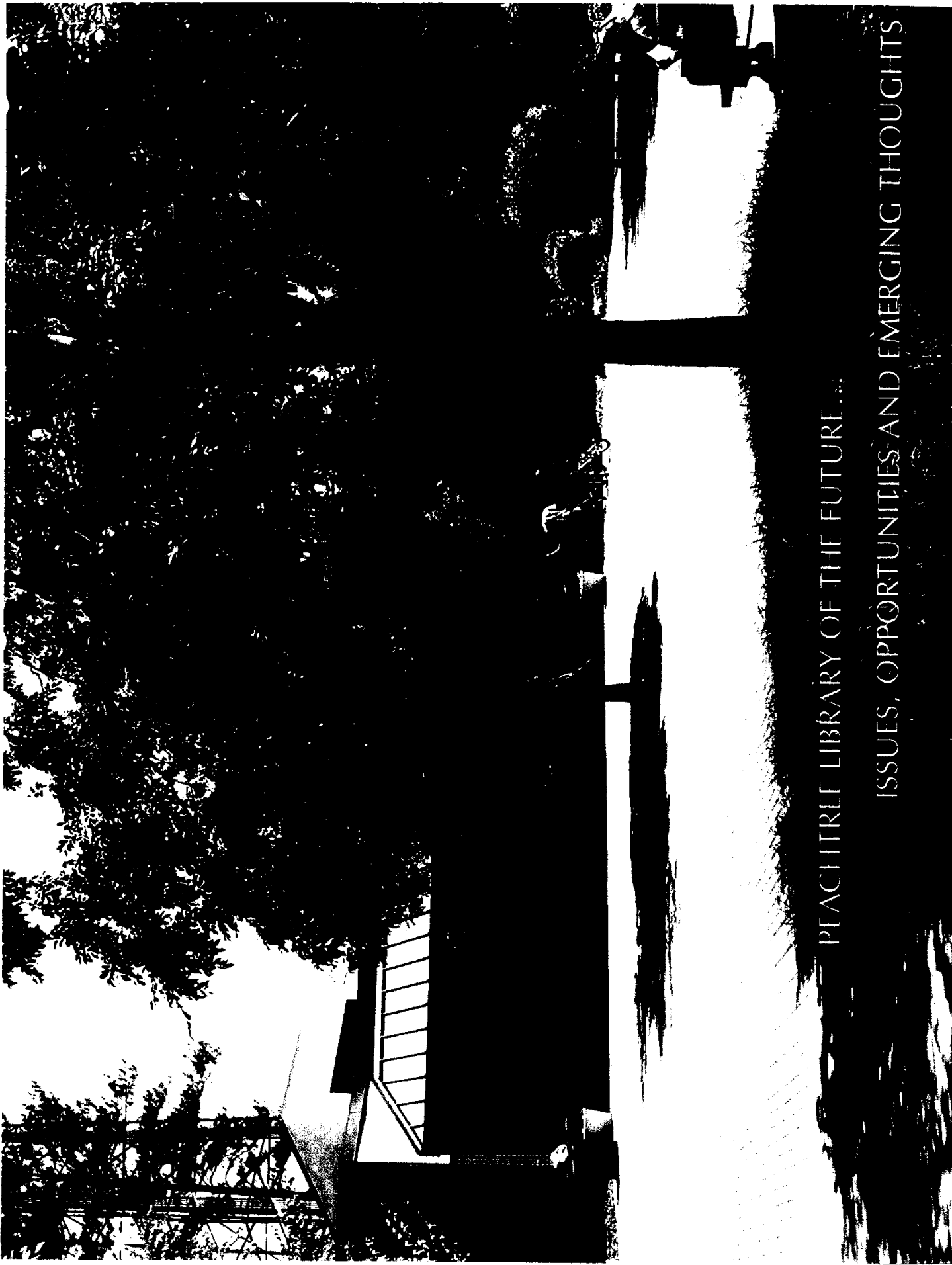
\_\_\_\_\_  
City Clerk

PEACHTREE CITY LIBRARY  
Expansion and Renovation

CITY COUNCIL SESSION  
AUGUST 24, 2003



LEO A DAILY



PEACHTREE LIBRARY OF THE FUTURE...

ISSUES, OPPORTUNITIES AND EMERGING THOUGHTS

## Success Criteria

### BUILDING FUNCTION

The renewed library should:

1. provide a more welcoming and inviting Main Entry.
2. improve way finding and user access.
3. be designed to facilitate an efficient work environment with clear sight lines between service points and entries.
4. not intermingle public areas with private (secure) areas, such as the "hidden" bathroom hallway.
5. function efficiently for patron and staff use, with staff offices located next to their work area.
6. provide future growth space for the Library collection (books and computers), as well as Children's functions.
7. provide more access to technology and software for the Library Users, now and in the future.
8. be full service, "one stop shopping".
9. provide access to computers located throughout the Library for Internet, catalogue, and databases.
10. provide a Children's area that is acoustically separated from other areas.
11. be active and friendly, encouraging collaborative opportunities, but with good acoustical properties.
12. provide multiple sitting/study areas, each with a different atmosphere

## Success Criteria

### BUILDING FUNCTION

The renewed library should:

13. provide a flexible "Storytime" Room on the main floor that can house 120 children, and can also be subdivided.
14. maximize efficiency at the Circulation Desk and provide short waiting lines by offering "self check stations" and a separate Service Desk for Children.
15. provide large Sort Room and Staff Work Area.
16. provide 4 to 5 small Meeting Rooms that can sit 4 to 6 people.
17. provide an A/V area for quick patron access.
18. provide an exciting Young Adult section.
19. provide a consolidated Administration Area to serve this Library.
20. provide a separate Loading Dock/Service Area at lower level, and to accommodate 'shared-use' of staff, with a holding area for donated books.
21. provide a Storage Room for the Children's Library.
22. be spatially open, allowing good visual access and eye contact for staff.
23. allow more natural light while minimizing glare.
24. allow visual access to exterior views for staff and users.
25. provide a Courtyard Reading Plaza for public outside use.
26. enhance and update communication and power systems.
27. Upgrade HVAC systems and improve humidity control.
28. add more electrical capacity.

## Success Criteria

### BUILDING FUNCTION

The renewed library should:

29. resolve exterior wall leaks and update building roof/eliminate leaks.
30. replace existing lighting with lights that are people and computer friendly .
31. improve lower level security.
32. improve PA/intercom system.
33. use environmentally friendly/sustainable materials and systems that help preserve our natural environment.
34. be cost effective, initially and operationally.

## Success Criteria

EXTERIOR IMAGE  
the renewed library should:

1. be designed to complement the existing adjacent municipal building.
2. be compatible and representative of Peachtree City as a distinct community in the Atlanta area.
3. provide as much visibility as possible to the Library from Willow Bend Road and Highway Route 54.
4. provide parking near the entry for 4 to 6 Golf Carts.
5. be a designed and quality-driven Architectural statement that reflects respect for the past and hope for the future, and that inspires the community.

INTERIOR IMAGE  
the renewed library should:

1. provide an inviting, user-friendly atmosphere which enhances library services for all ages.
2. meet ADA requirements.
3. use windows that allow light, but avoid glare.
4. utilize clocks that are visible, yet inconspicuous.
5. provide lighting intensities adequate for intended uses, and that take advantage of available natural light  
by using photo-electric sensor controls.

# Overall Space Needs

Peachtree City Library  
Renovations & Addition/ Space Needs  
Draft 2

prepared by Leo A Daly

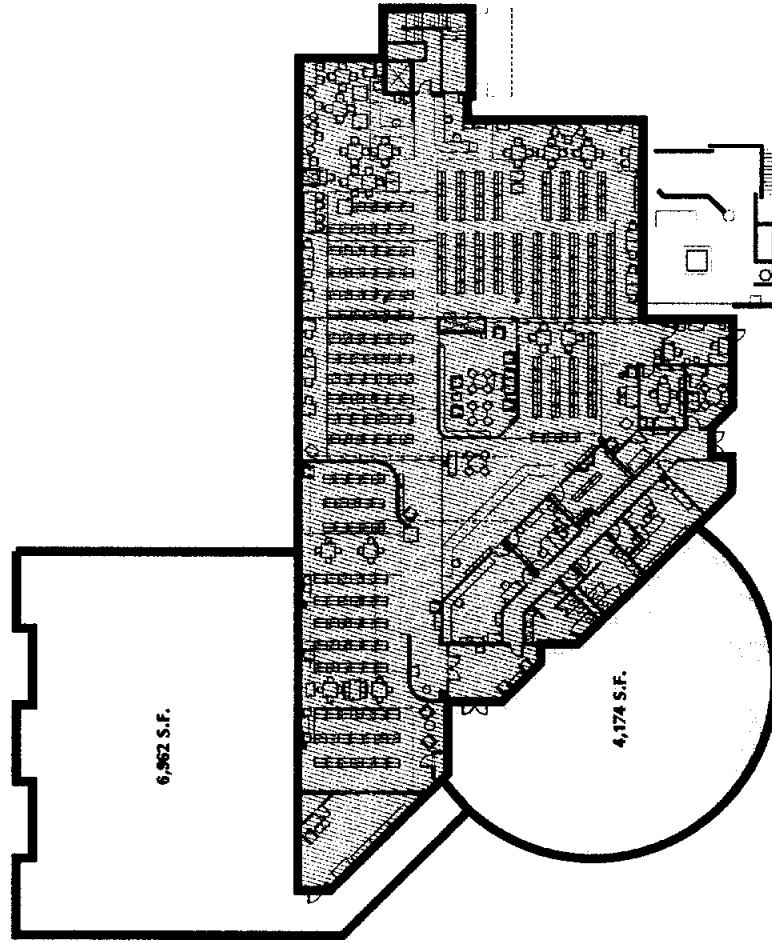
5-Jul-03  
911303-00

|                                                                                        | Square<br>Feet/ftg         |
|----------------------------------------------------------------------------------------|----------------------------|
| <b>Space Proposed</b>                                                                  |                            |
| Entry Vestibule - with 2 sets of double doors & air-lock                               | 150                        |
| Lobby/Gallery - with open center, changing exhibit niches, history panels, 2 benches   | 700                        |
| Public Access Computers - 24 at 40 s.f. ea. - very visible varied uses                 | 960                        |
| OPAC Stations - 4 at 30 s.f. ea.                                                       | 180                        |
| Circulation Desk - visible, close to main entry/counter w/ 3 service points.           | 400                        |
| 2 self-serv stations adjacent, 4 book cart spaces behind                               |                            |
| Reference Desk Area - visible from main entry and Circulation Desk/Counter,            | 225                        |
| 2 service points & access to 300 volumes of reference books.                           |                            |
| <b>Reference Librarian Office</b>                                                      |                            |
| Library Workroom - enclosed area w/8 staff work stations @ 50 s.f. each,               | 125                        |
| work area w/2 6 ft. tables, copier, fax machine, mending table and cabinet,            | 800                        |
| sink in counter, 24 l.f. of wall bank shelving, 16 ft. long self-serv counter/robot    |                            |
| Children's Service Desk - w/ work area and storage room.                               | 250                        |
| Children's Librarian Office                                                            | 125                        |
| Drive-Up Book Drop/Return & Check-Out                                                  | 100                        |
| Service Desk, Receiving Room & Donated Book Holdings                                   | 300                        |
| Administration (3 offices) - Director's Office, Manager's Office &                     | 500                        |
| Technology Office w/ work area                                                         |                            |
| Staff Lounge - w/ kitchenette, table w/6 chairs & sofa                                 | 300                        |
| Staff Restroom - 2 at 50 s.f. each                                                     | 100                        |
| Coppy Alcove (Public Use)                                                              | 60                         |
| Study Rooms - 4 (4 person each) at 100 s.f. each                                       | 400                        |
| Study Room/History Conference Room (8-10 person) plus displays                         | 300                        |
| Reader Stations - 100 total seats / 40 adult at chairs & tables, 20 adult at lounge    | 3,000                      |
| chairs, 34 children at varied seating & 6 children's computer stations                 |                            |
| Hearthside Reading Area - w/ 6 easy chairs                                             | 300                        |
| Adult Fiction Collection (30,000 volumes) - includes Young Adult                       | 2,500                      |
| Adult Non-Fiction Collection (60,000 volumes) - includes Young Adult                   | 5,000                      |
| Magazines & Periodicals - open, friendly & inviting area (175 subscriptions/ 3 years)  | 450                        |
| Child/Family Restroom                                                                  | 50                         |
| Children's Collection (36,000 volume)                                                  | 2,400                      |
| Children's Storytelling/Multi-Purpose Room (120 kids) w/ wet area/                     | 1,200                      |
| subdivisible in 1/3 & 2/3                                                              |                            |
| Art Gallery - shared with Lobby                                                        | 0                          |
| Teen Room - w/ snack area (collection shared w/ adults)(8 seats & 4 computer stations) | 600                        |
| Coffee Shop - 8 seats                                                                  | 350                        |
| Computer Training Classroom                                                            | 350                        |
| Community Meeting Room (divisible) - each w/catering credenza & 50 s.f.                | 1,200                      |
| storage closet (100 seats)                                                             |                            |
| Public Restrooms                                                                       | 500                        |
| (4) Cell Phone Booths                                                                  | 80                         |
| Book Sales (w/ storage alcove)                                                         | 250                        |
| Business Center/E-Mail Bar (4 stand-up stations)                                       | 120                        |
| Non-Print Media/ AV                                                                    | 300                        |
| Mechanical                                                                             | 400                        |
| - Electrical/Data/Phone                                                                | 300                        |
| - General Storage                                                                      | 250                        |
| - Janitorial Closets w/Exterior Storage Compartment - central closet at 100,           | 250                        |
| 1 at 50, 1 exterior at 100                                                             |                            |
| Gross/Net Ratio/Circulation @ 20% of Gross:                                            | Sub-Total Net Square Feet: |
|                                                                                        | 26,025                     |
|                                                                                        | 5,205                      |
|                                                                                        | 31,230                     |
| Covered Entry/drop-off canopy (500 sf @ 1/2 area)                                      | 250                        |
| Colonnaded walkway canopy along front & connecting library to municipal building       | 1000                       |

## Space Needs Impact

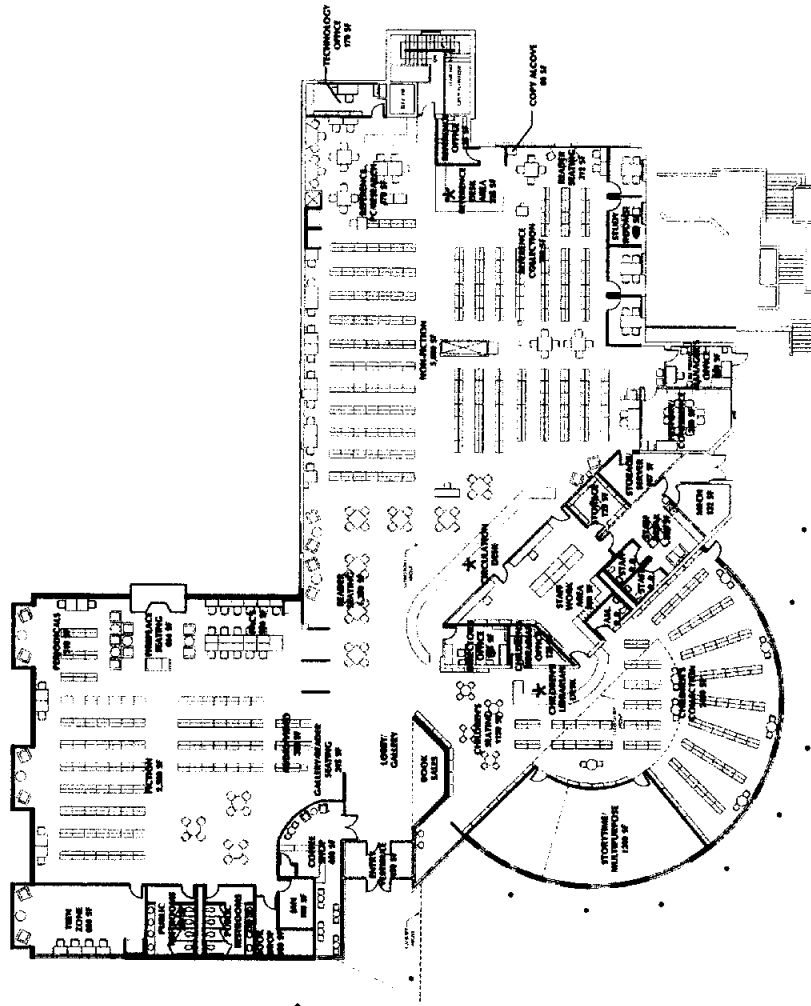
|                  |                |
|------------------|----------------|
| Proposed Library | 31,230 GSF     |
| Existing Library | (-) 20,100 GSF |
| Space Deficit    | 11,130 GSF     |

# "Idea-Gram" of Main Level Floor Plan



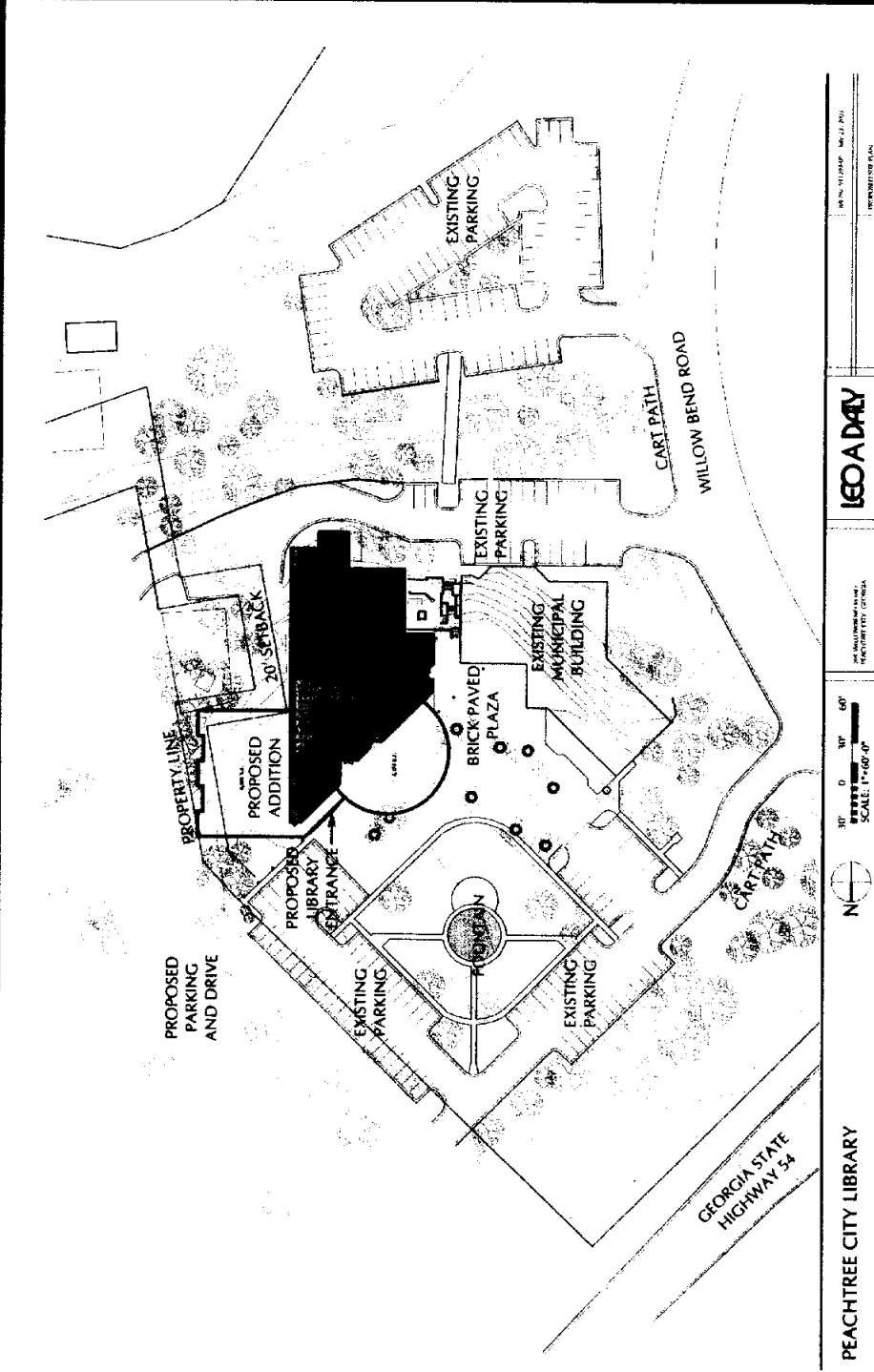
|                                               |                                          |             |                                          |
|-----------------------------------------------|------------------------------------------|-------------|------------------------------------------|
| PEACHTREE CITY LIBRARY                        | 1/4" = 0' 0" 1/8" = 0' 3/4" 1/2" = 1' 0" | 160 A DAILY | 1/4" = 0' 0" 1/8" = 0' 3/4" 1/2" = 1' 0" |
| ALL WORKING IN THIS<br>PEACHTREE CITY LIBRARY | SCALE: 1/4" = 1' 0"                      | 160 A DAILY | 1/4" = 0' 0" 1/8" = 0' 3/4" 1/2" = 1' 0" |

# Proposed Main Level Floor Plan - OPTION A1

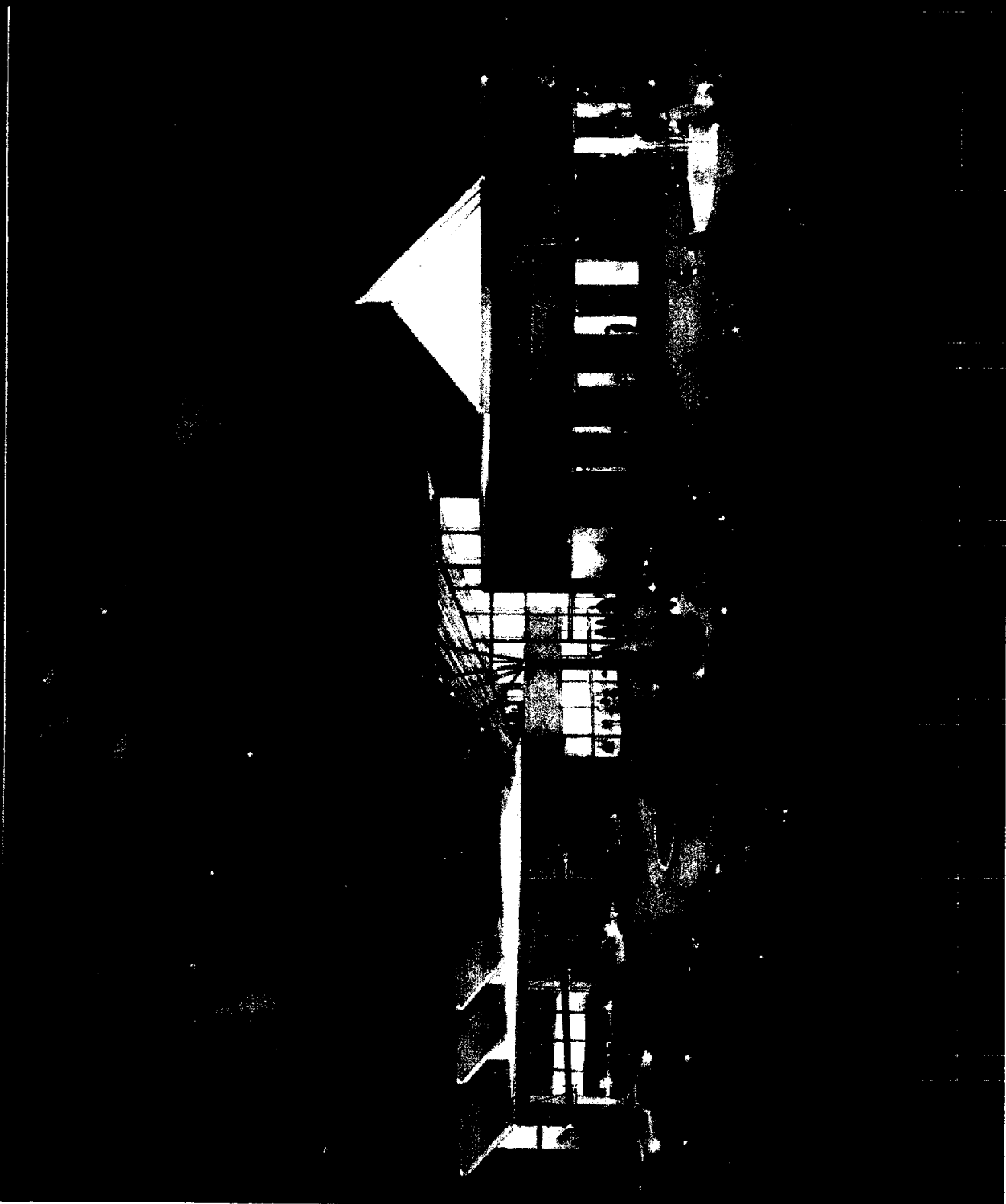


|                        |              |                                                        |                                                                     |
|------------------------|--------------|--------------------------------------------------------|---------------------------------------------------------------------|
| PEACHTREE CITY LIBRARY | <div> </div> | <div> <div>OPTION A1</div> <div>LEO A DAY</div> </div> | <div> <div>DATE: 11/11/2014</div> <div>BY: J. L. JONES</div> </div> |
|------------------------|--------------|--------------------------------------------------------|---------------------------------------------------------------------|

# Proposed Site Plan



## Proposed Entry View



Project: Peachtree City Library  
 Project No.: 03139  
 For: Leo A. Daly Architecture

Phase: Schematic Design  
 Estimate Date: 13 August 2003  
 Revision Date:

| KEY | COMPONENT DESCRIPTION                                                                                                             | ESTIMATE            | COST/SF          |
|-----|-----------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------|
|     | <b>BUILDING COMPONENT ESTIMATE SUMMARY</b>                                                                                        | <b>A.I.A. Area:</b> | <b>31,284 SF</b> |
| A   | GENERAL CONDITIONS AND CONTRACTOR FEE                                                                                             | \$513,978           | \$16.43          |
| B   | BUILDING FOUNDATIONS AND SLAB ON GRADE                                                                                            | 89,014              | 2.85             |
| C   | STRUCTURAL SYSTEM                                                                                                                 | 162,089             | 5.18             |
| D   | ROOFING SYSTEM                                                                                                                    | 362,797             | 11.60            |
| E   | EXTERIOR WALL SYSTEM                                                                                                              | 148,957             | 4.76             |
| F   | EXTERIOR DOORS AND OPENINGS                                                                                                       | 95,543              | 3.05             |
| G   | INTERIOR DOORS AND OPENINGS                                                                                                       | 58,050              | 1.86             |
| H   | INTERIOR PARTITIONS                                                                                                               | 66,143              | 2.11             |
| I   | WALL FINISHES                                                                                                                     | 51,502              | 1.65             |
| J   | FLOOR FINISHES AND BASE                                                                                                           | 93,418              | 2.99             |
| K   | CEILINGS AND SOFFITS                                                                                                              | 115,302             | 3.69             |
| L   | STAIRS AND RAILINGS                                                                                                               | 0                   | 0.00             |
| M   | ACCESSORIES AND SPECIALTIES                                                                                                       | 79,476              | 2.54             |
| N   | FIXED EQUIPMENT                                                                                                                   | 4,000               | 0.13             |
| O   | CASEWORK AND MILLWORK                                                                                                             | 100,850             | 3.22             |
| P   | LOOSE EQUIPMENT AND FURNISHINGS                                                                                                   | 7,725               | 0.25             |
| Q   | MECHANICAL CONVEYANCES                                                                                                            | 0                   | 0.00             |
| R   | WATER SUPPLY AND TREATMENT                                                                                                        | 0                   | 0.00             |
| S   | WASTE WATER DISPOSAL AND TREATMENT                                                                                                | 0                   | 0.00             |
| T   | PLUMBING                                                                                                                          | 98,535              | 3.15             |
| U   | FIRE PROTECTION                                                                                                                   | 79,926              | 2.55             |
| V   | HVAC SYSTEM                                                                                                                       | 348,800             | 11.15            |
| W   | ELECTRICAL POWER                                                                                                                  | 136,975             | 4.38             |
| X   | LIGHTING                                                                                                                          | 145,800             | 4.66             |
| Y   | SPECIAL SYSTEMS AND COMMUNICATIONS                                                                                                | 101,291             | 3.24             |
| Z   | SITE DEVELOPMENT                                                                                                                  | 270,443             | 8.64             |
| AA  | SITE UTILITIES                                                                                                                    | 20,625              | 0.66             |
| BB  | DEMOLITION                                                                                                                        | 96,662              | 3.09             |
|     | Subtotal                                                                                                                          | \$3,247,901         | \$103.82         |
|     | PHASED CONSTRUCTION/COORDINATION PREMIUM 10%<br>(Facility to be continuously operational)                                         | \$324,790           | 10.38            |
|     | DETAILED DESIGN / MARKET CONDITIONS CONTINGENCY 10%                                                                               | 357,269             | 11.42            |
|     | <b>CONSTRUCTION CONTRACT AWARD PRICE</b>                                                                                          | <b>\$3,929,960</b>  | <b>\$125.62</b>  |
|     | FF&E Budget (Upper Level Area): 26,076 sf at \$13/sf                                                                              | 338,988             |                  |
|     | A/E Design Fees                                                                                                                   | 353,533             |                  |
|     | Surveyor                                                                                                                          | 10,000              |                  |
|     | Testing                                                                                                                           | 20,000              |                  |
|     | Book & Materials                                                                                                                  | 50,000              |                  |
|     | <b>TOTAL PROJECT COST (Without books &amp; materials)</b>                                                                         | <b>\$4,702,481</b>  |                  |
|     | This estimate assumes receiving bids from at least four (4) qualified general contractors.                                        |                     |                  |
|     | This estimate is figured for an anticipated bid date of third quarter 2004. Add 1% escalation for each quarter beyond this point. |                     |                  |
|     |                                                                                                                                   |                     |                  |
|     |                                                                                                                                   |                     |                  |

## Proposed Interior View



# CITY OF PEACHTREE CITY

## INTEROFFICE MEMORANDUM

---

**TO:** Mayor and Council

**FROM:** City Manager 

**DATE:** August 14, 2003

**SUBJECT:** CONCURRENCE ON GRANTING OF DRAKE FIELD EASEMENT  
BY THE DEVELOPMENT AUTHORITY  
August 21, 2003, Agenda

---

**Recommendation:**

Staff requests concurrence by the Council on an easement required for improvements on Drake Field between Fayette County and the Development Authority of Peachtree City.

**Discussion:**

Fayette County is in the process of upgrading the County 911 radio system, which is also utilized by Peachtree City Public Safety. One of the 911 network towers is located on the property known as Drake Field behind the City Library building. The County requires an easement to install an additional 12' by 16' equipment building and supporting generator to support the upgrade. This property is currently owned by the Development Authority of Peachtree City, but is under contract to be sold to the City of Peachtree City. Closing of the sale will occur before November 1, 2003. The equipment building has already been delivered to the County and the easement is required to allow the contractor to begin construction. The DAPC has requested concurrence of Council since this property is under contract for sale to the City.

**Budget Impact:**

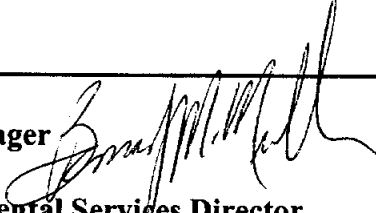
There is no budget impact associated with this request.

BJM:gr

# CITY OF PEACHTREE CITY

## INTEROFFICE MEMORANDUM

---

**TO:** City Manager   
**VIA:** Developmental Services Director  
**FROM:** City Engineer   
**DATE:** August 11, 2003  
**SUBJECT:** Easement for Fayette County Communication Building

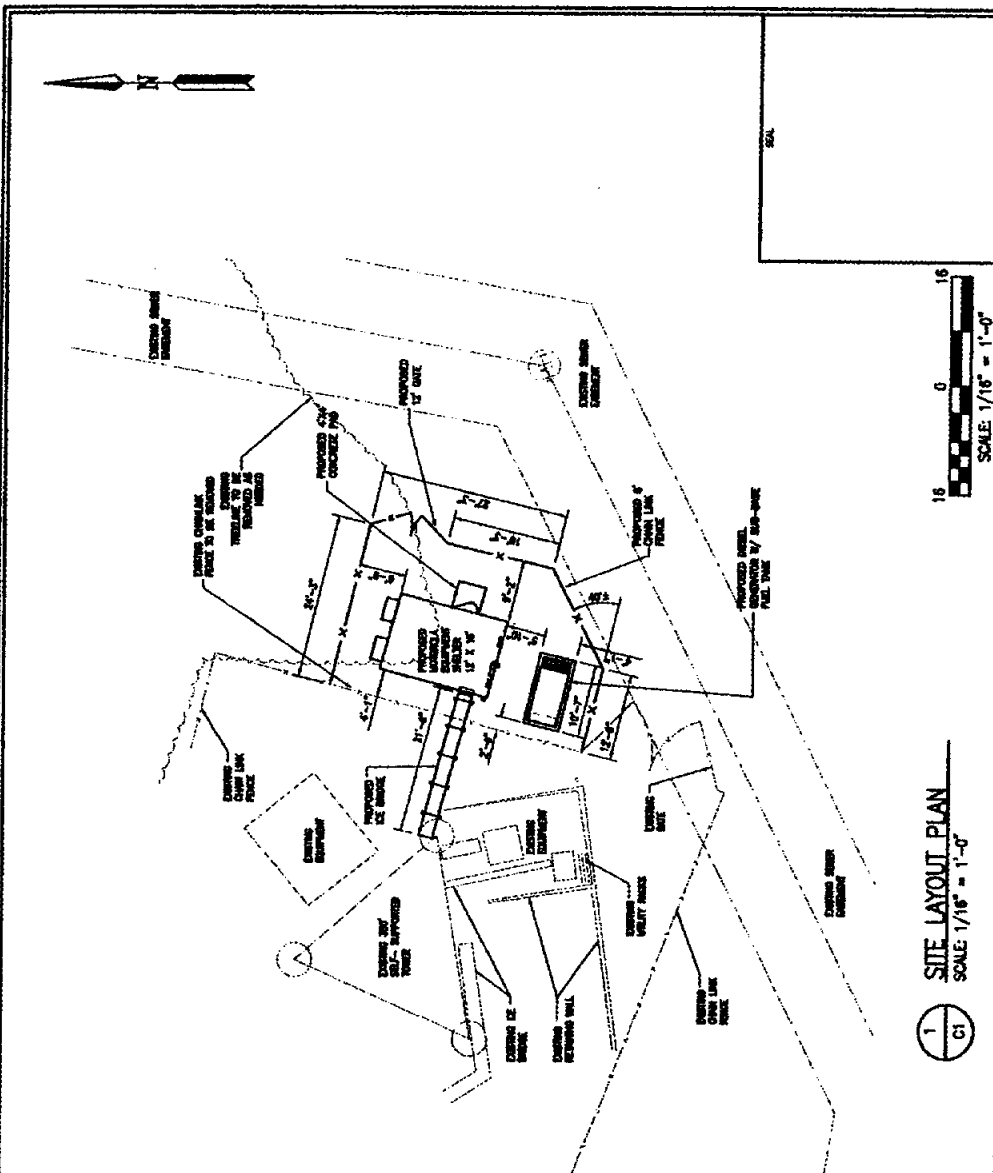
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Please review the attached site plan for the proposed equipment building adjacent to the existing communication tower next to the Library. Staff has reviewed the plan and approved its location in relation to the future improvements on Drake Field. The equipment housed in the pre-fabricated structure will serve the City's Fire and Police Departments in addition to benefiting the County.

The location for the building will be on land currently owned by the Peachtree City Development Authority and is under contract by the City for purchase later this year. Therefore, the County has approached the Authority requesting an easement for the equipment building. The easement (*attached*) will be a permanent easement. After reviewing the document with the City Attorney, staff recommends that the Development Authority execute the easement.

### *Attachments*

cc: Police Chief  
Fire Chief  
City Planner  
Peachtree City Development Authority Manager  
file



- NOTES:**
1. PRIOR TO COMMENCING ANY CONSTRUCTION, THE CONTRACTOR SHALL VERIFY ALL INFORMATION TO THE ACCURACY OF ALL SURVEY DATA AS PROVIDED IN THE PLANS AND INSTRUMENTATION AND AS PROVIDED BY THE OWNER.
  2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL NECESSARY EROSION CONTROL MEASURES TO PREVENT EROSION AND SEDIMENTATION OF THE ADJACENT PROPERTY DURING CONSTRUCTION. THE COST INCURRED BY THE OWNER OR SUBCONTRACTOR TO RE-CONSTRUCT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
  3. THE SITE CONSTRUCTION SHALL BE COMPLETED WITHIN THE PROPOSED TIME FRAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AGENCIES.
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**MACTEC**

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**PEACHTREE**

150 WILLOW BEND ROAD  
PEACHTREE CITY, GA 30059

**CI**

**SITE LAYOUT PLAN**

STATE OF GEORGIA  
COUNTY OF FAYETTE

**DEED OF EASEMENT**

THIS INDENTURE, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, in the year Two Thousand Three, between PEACHTREE CITY DEVELOPMENT AUTHORITY, as party of the first part, hereinafter referred to as "GRANTOR"; and FAYETTE COUNTY, a political subdivision of the State of Georgia, as party of the second part, hereinafter referred to as "GRANTEE" ("GRANTOR" and "GRANTEE" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESS THAT: Grantor, for and in consideration of TEN (\$10.00) Dollars and other good and valuable considerations, in hand paid at and before the sealing and delivery of these presents, the receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold, alienated, conveyed and confirmed, and by these presents does hereby grant, bargain, sell, alien, convey and confirm unto the said Grantee the following:

A permanent nonexclusive easement, over, through, under and

hereto. Such Exhibit is, by this reference, incorporated herein and made a part hereof.

The purpose of this grant of easement is to allow the Grantee, through its agents and employees, the right and privilege to install, construct and maintain radio communications equipment building, together with all necessary and required conduits and related apparatus and support equipment, over, through, under, and across the subject property. The permanent easement herein granted shall be perpetual in duration.

This instrument shall be binding upon the heirs, successors and assigns of the Grantor herein, and shall inure to the benefit of the successors in interest of the Grantee herein.

IN WITNESS WHEREOF, the Grantor has signed and sealed this Deed of Easement, the day and year first above written.

PEACHTREE CITY DEVELOPMENT  
AUTHORITY

\_\_\_\_\_  
WITNESS

By: \_\_\_\_\_ (SEAL)  
J. Tate Godfrey, Chairman

\_\_\_\_\_  
NOTARY PUBLIC

ATTEST:  
  
\_\_\_\_\_

**Bernard McMullen**

---

**From:** Ted P. Meeker III [tmeeker2@numail.org]  
**Sent:** Wednesday, August 13, 2003 5:25 PM  
**To:** Bernard McMullen  
**Subject:** Fwd: 911 system Peachtree City Tower Site

Bernie:

This is the information you will need for this agenda item.

Ted

Delivered-To: tmeeker@mail.newnanutilities.org  
X-Sender: moldenburg@192.168.49.11  
X-Mailer: QUALCOMM Windows Eudora Version 5.1  
Date: Tue, 05 Aug 2003 11:40:41 -0400  
To: tmeeker@mail.newnanutilities.org  
From: "Mark D. Oldenburg" <moldenburg@oldenburglaw.com>  
Subject: Fwd: 911 system Peachtree City Tower Site  
Cc: tgodfrey@groupvi.com

Ted:

At a DAPC meeting attended by the mayor (I think in April or May), the DAPC passed on to the mayor the County's request with regard to the 911 tower they want to put on the Drake Field property that is being purchased from the DAPC by the City. Would you please pass the request below from Monty Goza to the proper person at the City? Thanks.

By the way, is the City in a position yet to schedule a closing on the final phase of the Drake Field property? Let me know at your convenience.

Mark

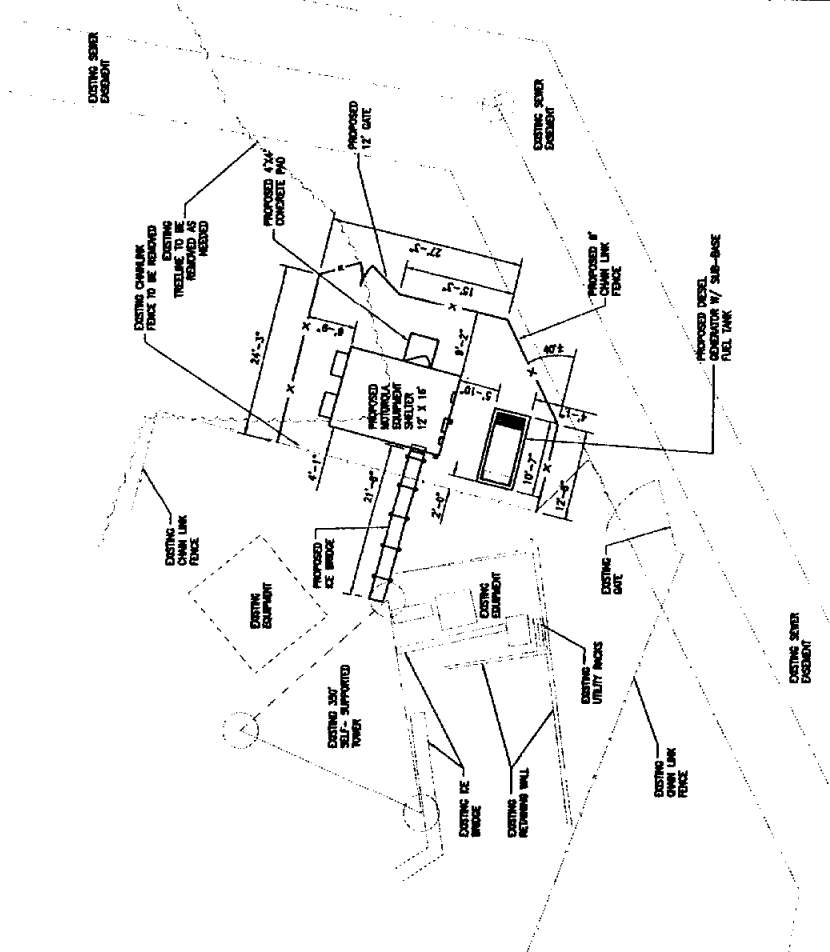
Delivered-To: moldenburg@oldenburglaw.com  
From: "Claude L. Goza, Jr." <learmont@bellsouth.net>  
To: <moldenburg@oldenburglaw.com>  
Subject: 911 system Peachtree City Tower Site  
Date: Tue, 29 Jul 2003 14:33:45 -0400  
X-Mailer: Microsoft Outlook Express 6.00.2720.3000  
X-AntiVirus: checked by Vexira MailArmor (version: 2.0.1.14; VAE: 6.20.0.1; VDF: 6.20.0.50; host: mx01.numail.org)

Dear Mr. Oldenburg,  
My name is Claude Goza (I go by MONTY) and I am employed at McNally, Fox & Grant, PC in Fayetteville. Bill McNally is the County Attorney for Fayette County. Attached hereto is a copy of a proposed easement from the Peachtree City Development Authority to Fayette County for space to install the equipment building and generator for the 911 system on the tower near Peachtree City Hall. The Authority

currently owns the property but the City is due to purchase the property for greenspace this fall. The City has unofficially ok'd the easement and are scheduled to reify the easement at their August 7 meeting. Can we have the easement signed prior to the meeting? My telephone number is 770-461-2223. Also attached is a PDF file which includes the site plan for the Peachtree City site(I can not separate out just the PTC drawing, sorry). Please call me with your decision and any questions. Thank you.

Claude L. Goza, Jr. (Monty)

Mark D. Oldenburg  
The Oldenburg Law Firm  
Suite 140  
200 Westpark Drive  
Peachtree City, Georgia 30269  
(770) 632-9500  
(770) 632-0123 Fax



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SCALE: 1/16" = 1'-0"



MACTEC

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PHONE: (770) 673-5067  
FAX: (770) 333-9880

PEACHTREE  
153 WILLOW BEND ROAD  
PEACHTREE CITY, GA 30092

C1  
SITE LAYOUT PLAN[illegible]

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING OR CHANGING THE CONSTRUCTOR SHALL VERIFY HIMSELF AS TO THE ACCURACY OF ALL SURVEY DATA AS INDICATED IN THE PLANS AND SPECIFICATIONS AND/OR AS PROVIDED BY MOTILALA.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREPARING ALL ESTABLISHED SURVEY CONTROL INFORMATION ON ANY OF ITS SUBCONTRACTORS MORE OR EXISTENT ANY SURVEY CONTROL POINTS. THE COST INCURRED BY THE OWNER ON MATERIALS TO RE-CONSTRUCT THEM WILL BE BORNE BY THE CONTRACTOR.
3. THE SITE COMPANION SHALL BE CLEARED THIRTY FEET BEYOND THE PROPOSED FORCE LINE UNLESS OTHERWISE NOTED. THE 30-FOOT CLEARANCE AREA, WHICH COULD FALL ON THE FORCE TOWER, OR BALANCE, SHALL BE CUT DOWN OR TRIMMED.
4. BEFORE CLOSING, THE CONTRACTOR SHALL ENSURE THAT THE AREA TO BE CLEARED HAS BEEN THOROUGHLY MAINTAINED BY THE SUBCONTRACTOR AND ANY APPROVALS REQUIRED FROM THE LOCAL AUTHORITIES HAVE BEEN OBTAINED.
5. THE CONTRACTOR SHALL ENSURE THAT ALL THE TREES, SHRUBS, STUMPS AND OTHER SURFACE OBSTRUCTIONS ARE REMOVED AND COMPOSTED AT AN APPROPRIATE DUMPST. ANY BURNING SHALL BE DONE ONLY INSIDE PERMITTED, AND IN ACCORDANCE WITH ALL STATE AND LOCAL FIRE ORDINANCES.
6. THE CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LIMITS OF ANY PUBLIC AUTHORITY, MUNICIPAL, AND UTILITY COMPANY'S PERFORMANCE AND LOCAL AND STATE ADMINISTRATIVE CODES RELATING TO THE PERFORMANCE OF THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND THE MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES.
7. THE SCOPE OF WORK SHALL INCLUDE FURNISHING ALL MATERIALS AND EQUIPMENT NOT SHOWN IN THE BILL OF MATERIALS AS ORDERED HEREON, AND ALL LABOR DEEMED NECESSARY TO COMPLETE THE WORK/FINISH AS DESCRIBED HEREON.
8. THE CONTRACTOR SHALL VISIT THE JOB SITE PRIOR TO PERFORMING WORK TO FAMILIARIZE HIMSELF WITH THE FIELD CONDITIONS AND TO VERIFY THAT THE PROJECT CAN BE CONSTRUCTED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS. WORK OF THE CONTRACTOR MUST BE CONSTRUCTED IN ACCORDANCE WITH THE FIELD CONDITIONS. NOTIFY THE CONTRACTOR IMMEDIATELY IF ANY DISCREPANCIES OR INTERFERENCES WILL AFFECT THE WORK OF THE CONTRACTOR.
9. THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS ACCORDING TO THE MANUFACTURER'S/MODEL'S SPECIFICATIONS/VALUES NOTED THEREON OR WHERE LOCAL CODES OR ORDINANCES MAKE PROVISIONS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND APPROXIMATIONS WHICH MAY BE REQUIRED FOR THE WORK BY THE STATE, COUNTY OR LOCAL GOVERNMENT AUTHORITY.
11. THE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT EXISTING INFRASTRUCTURES, POWER LINES, GAS LINES, ETC., FROM DAMAGE WHILE CONSTRUCTING THE PROJECT. THE CONTRACTOR SHALL REMOVE ANY DAMAGE THAT MAY HAVE OCCURRED DUE TO CONSTRUCTION OF OR ABOUT THE PROJECT.
12. THE CONTRACTOR SHALL KEEP THE GENERAL WORK AREA CLEAN AND MAINTAIN FREE DRAINS, CONDUITS AND SERVICE OF ALL AIR, WATER, VENTILATION, AND WASTE, AND WASTE EQUIPMENT NOT PRESENT AS REMAINING ON THE PROPERTY. PRESENCE SHALL BE LEFT IN CLEAN CONDITION AND FREE FROM PAINT SPILLS, SLUSH, OR SLOSHES OF ANY NATURE.
13. NEED AND PATCH DISTURBED AREAS NOT COVERED BY OTHER MATERIALS IN ACCORDANCE WITH THE SPECIFICATIONS.
14. ANY PROPERTY DAMAGE CAUSED BY THE CONTRACTOR OR HIS OPERATIONS SHALL BE CORRECTED AND/OR RESTORED TO ORIGINAL CONDITION. THE PROPERTY DAMAGED AND NOTIFIED AT NO ADDITIONAL COST TO THE PROPERTY OWNER OR MOTORIST.