

City Council of Peachtree City
Agenda
July 20, 2017
7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements, Awards, Special Recognition
 - Recognize Chris Hyatt, Police Department – 10 Years of Service
 - Recognize Employees – STAR Training Program
 - Recognition of the Peachtree City Police Auxiliary
 - Recognize 4th of July Parade Winners
- IV. Public Comment
- V. Agenda Changes
- VI. Minutes
 - June 6, 2017, Retreat Workshop
 - June 15, 2017, Regular Meeting
 - June 26, 2017, Budget Workshop
 - July 11, 2017, Special Called Meeting
- VII. Quarterly Reports – Second Quarter 2017
- VIII. Consent Agenda
 - 1. Consider Appointment of Alternate to Vacant Position on Airport Authority – Allen Morrison
 - 2. Consider Bid for Window Replacements in City Hall & Library – Action Glass Company
- IX. Old Agenda Items
 - 06-17-01 Consider Special Use Permit in General Industrial (GI) Zoning for Dog Kennel, 261 Tiger Way (*Request withdrawn*)
- X. New Agenda Items
 - 07-17-03 Public Hearing – Consider FY 2018 Budget and CIP (*Paul Salvatore*)
- XI. Council/Staff Topics
 - Drone Regulations (*Jon Rorie & Bob Ross*)
 - Bond Covenant Restrictions on Sewer Extension Outside Peachtree City Limits (*Jon Rorie*)
- XII. Executive Session
- XIII. Adjourn

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

**City Council of Peachtree City
Retreat Workshop Minutes
June 6, 2017**

The Mayor and Council of Peachtree City met in Retreat workshop session on Tuesday, June 6, 2017. Mayor Vanessa Fleisch opened the workshop immediately following the adjournment of the Special Called Meeting held prior to the workshop. Council Members attending: Mike King, Kim Learnard, and Phil Prebor. Terry Ernst was out of town.

The topic for the workshop was PTC Economics.

City Manager Jon Rorie noted this was the second of two Retreat workshops held as a prelude to the FY 2018 budget process. The first budget workshop was scheduled Monday, June 26, at 6:30 p.m. Rorie noted that several additional staff members were attending the workshop, which would give those supervisors and crew leaders an understanding of the dynamics faced during budget preparation.

Rorie explained that staff was not really asking for more money, but to meet the demands of the public. Each year, Council's challenge was to balance the scarcity of means (revenues) against the ends those revenues could achieve (the services requested by and provided to residents).

"It depends" was the answer to the question of how much it cost to maintain and operate Peachtree City, according to Rorie. In FY 2017, the answer to that question was \$33.5 million (\$985 per resident). He reviewed the City's Budget Policy, pointing out the two key factors in the policy were to decide on the baseline and to identify funding sources for new or increased revenues.

Budget Policy

The City's primary objective is to provide a standard of budgetary performance that both staff and Council have endorsed and to provide budgetary decision making with greater continuity, reinforcing the City's core financial values and preserving them for successive staff and council.

- *Baseline and Service Level Funding*

The City's top program priority is to maintain existing service levels in all divisions and departments. A baseline should be set and serve as an agreed upon point of departure for subsequent budget discussions ie: a new facility or service. Any additional services above the baseline shall be fully funded at the time of the adoption of the annual budget and ongoing funding sources shall be clearly identified. Such ongoing funding sources must be either new or increased revenues or clearly identified expense reductions.

Financial Services Director Paul Salvatore discussed where the revenues came from for FY 2017's \$33,482,210 budget. The City's revenue sources included licenses and permits, fines and forfeitures, franchise taxes, other taxes, and other revenues. However, the two primary sources of revenue were Ad Valorem, or property taxes (39%), and Local Option Sales Tax (20.5%), which cumulatively made up 60% of the total revenues. Salvatore noted that Peachtree City's 2016 gross digest (real and personal property) was 8.2% over the pre-recession values in 2009. Sales tax revenues had dropped even earlier, declining after 2007, and reaching pre-recession levels for the first time in FY 2016. This demonstrated the volatile nature of the two largest revenue streams.

Salvatore discussed the changes in the tax digest, which had a 10.1% decrease from 2010 – 2012, then had an 18.72% increase from 2013 – 2016. The changes averaged out to 1% annually between 2009 – 2016. There had been an overall 8.02% net increase in the property digest from 2009 to 2016; however, the tax digest had dropped significantly between those years. Ad valorem tax revenue was approximately \$11,500,000 in 2011, and it was just under \$13,500,000 in FY 2017. Rorie said the City usually received the tax digest in August, and it was expected to be worth approximately \$2 billion.

Other Taxes included the Transportation Ad Valorem Tax (TAVT), real estate transfer taxes, recording intangible tax, alcoholic beverage taxes, occupational tax (business license), and financial institution taxes. While the collection of Other Taxes had increased from FY 2011 to FY 2017, there had been a decline in TAVT, Salvatore said. In FY 2015, \$1,251,965 in TAVT taxes had been collected, and the estimate in FY 2017 was \$843,300.

Prebor asked if the TAVT was distributed like the LOST. Rorie said it was not, and the distribution was based on state law. The TAVT was very unpredictable, and the Georgia Municipal Association (GMA) and the Atlanta Regional Commission (ARC) were fighting for a change in the distribution, Salvatore added.

Rorie briefly discussed the City's fee schedule, saying the question was whether the City should subsidize the fees or charge a fee for service. A review of the fee schedule was required every three years, and the fees for the Fire, Planning & Zoning, Engineering, and Building Departments were under review this year.

Rorie then reviewed many of the service levels Peachtree City maintained that were not comparable with other communities. These included 100 miles of multi-use paths with 35 bridges, 29 tunnels, and 177 at-grade crossings (valued at \$20 million), which all required maintenance in addition to the 179 miles of streets (valued at \$83 million).

Peachtree City also had about 3,700 acres of greenbelts and parks, including 416 active park acres, which was huge for a city this size, Rorie said. Finally, the City had 40 buildings that ranged in size from City Hall, the Library, and the Police Station to picnic shelters and restroom facilities in some of the parks. These buildings were valued at \$45 million, and the City maintained another \$1.4 million in miscellaneous items such as bleachers, field lighting, playground equipment, etc.

Rorie stressed that the City had not budgeted funds for building repairs and maintenance for many years, and this issue had compounded during the recession. The FY 2017 budget included approximately \$325,000 under the "Building Repair and Maintenance" category, but these funds were dedicated to expenses such as HVAC maintenance, fire and security systems, generator maintenance, dumpster service, filters, doors, etc.

The City had not been reinvesting in the repair and maintenance of its facilities, and the problem had been there long before the recession, Rorie said. Soon or later, the price had to be paid. To address the deterioration of buildings and facilities, the City had issued a \$3 million Facilities Bond in 2011 to make repairs and upgrades. Another \$3 million Facilities Bond was issued in 2014 to continue these repairs. To avoid another \$6 million in Facilities Bonds, the City would have to constantly maintain its assets, he added.

Rorie pointed out that 1% in Tourism Product Development funds from the Hotel/Motel Tax was used to fund maintenance and repairs for tourism conduits, including the Tennis Center and Amphitheater.

Fire/EMS, Police, and Public Works were the "Big 3" in terms of how much money was spent, Rorie noted. In FY 2017, Fire/EMS had a \$6.9 million budget, the Police budget was \$6.7 million, and Public Works was at \$6 million. The City's number one asset was personnel, and Personnel costs were \$19,112,000 (9.65 mils) or 57% of the budget. Rorie said the City did a very good job with limited staff.

In order to get cash flow to start on some of the projects from the Special Purpose Local Option Sales Tax (SPLOST) approved by voters in March, the City had applied for financing from the Georgia Environmental Finance Authority (GEFA) to begin construction on the Lake Peachtree Dam/Spillway and the Georgia Transportation Infrastructure Bank (GTIB) to finance construction costs for intersection improvements at SR 54/Planterra Way and SR 54/MacDuff Parkway. Both loans would be repaid with the City's share of proceeds from the SPLOST.

Salvatore then reviewed the City's current debt level, explaining that the City had a total of \$9.24 million in outstanding principal and paid \$2.1 million per year in debt service. The City also carried approximately \$2.3 million in revolving debt in the form of five-year equipment loans. Salvatore noted that Peachtree City's legal limit for debt was based on the digest, which meant the current debt limit for the City was about \$200 million.

Salvatore then outlined when the current debt components would expire. While the equipment loans would continue to revolve, several bonds would end over the next few years, including the bond used to acquire property for a golf cart bridge on SR 54 West. The last payment would be made this month. The Series 2003 General Obligation (GO) Bonds would expire in January 2018, reducing debt service payments by an amount equivalent to 0.103 mils of the City's property tax rate. The 2011 GO Bonds would expire in January 2019, dropping the debt service payments by another 0.206 mil equivalent. Additional bonds would be retired in 2022, 2023, and 2024, leaving only the revolving equipment loans. The reduction in debt service payments over that time would be equivalent to 1.35 mils.

Rorie said debt service would be one of the options discussed during budget development when Council needed to make decisions regarding a new fire station. The City was collecting impact fees for a station on the west side (MacDuff Parkway) as those homes were being constructed. A fire station with the associated fire engine and ambulance would cost roughly \$2.9 million (equivalent of approximately \$350,000 per year in debt service if funded in that manner). The development in that area would generate about \$775,000 once all of the homes were built, but a station would probably need to be constructed before all homes were completed. The homes in the area would also generate an estimated \$1.4 to \$1.7 million in property taxes each year to help fund the estimated \$948,000 in annual operating costs for the station.

Rorie added that the West Village station was currently a lower priority than one at the southern end of the City. However, what that southern station ultimately housed would be a consideration – a satellite location primarily dedicated to Emergency Medical Services would be a different issue than a full Fire Station. This was one of the issues that would be brought forward during the FY 2018 Budget discussions.

Rorie noted that the funding that would become available as the City retired long-term debt could be dedicated to regular maintenance needs, such as painting, fountain or pool resurfacing, bathroom fixtures, flooring, etc., so that Facilities Bonds would not be required in the future.

Rorie reminded Council and those in attendance of the Budget meeting schedule:

- Monday, June 26 – 6:30 p.m. – First Budget Workshop,

- Tuesday, June 27 – 6:30 p.m. – Tentative Workshop if needed following June 26, and
- Tuesday, July 11 – 6:30 p.m. – Tentative Workshop if follow up needed after June workshop(s).

The budget public hearing and adoption would be held later in July or in August and would be well advertised.

The workshop concluded at 8:16 p.m.

Betsy Tyler, City Clerk

Vanessa Fleisch, Mayor

Pamela Dufresne, Deputy City Clerk

City Council of Peachtree City
Meeting Minutes
June 15, 2017
7:00 p.m.

The Mayor and Council of Peachtree City met in regular session on Thursday, June 15, 2017. Mayor Vanessa Fleisch called the meeting to order at 7:00 p.m. Others attending: Terry Ernst, Mike King, Kim Learnard, and Phil Prebor.

Announcements, Awards, Special Recognition

Members of Veterans Post 9949 and American Legion Post 50 presented the Outstanding Boy Scout Award from each organization to Patrick Kelly of Starr's Mill High School.

Public Comment

Connie Berger, Jack Finn, and Starr Byrne, residents of Lake Forest Cove subdivision on Lake Peachtree, addressed Council regarding the plans to turn Snake Island into a passive park.

Berger noted their subdivision was basically an empty-nester community near the lake, and they had expected it to stay that way because there was no access to anything major. She had been concerned when she heard about the plans for the Snake Island and a park. She was opposed to the plans as she understood them, adding she could be wrong in her understanding.

Finn said he was worried how the proposed park would affect their property values. He continued that the cart path was behind his property, and it was one of the busiest paths in the City. There would be a parking lot behind their home. They had a nice quiet neighborhood, and the proposed changes could change that. He asked why something had to be done with the island, when there were many nice parks around the lake and in the City.

Byrne said they lived in a wonderful place, and they knew it, which was why the residents were attending the meeting. The ages of Lake Forest Cove residents ranged from one – 96. She continued that the island was an animal habitat, and they wanted the animals to continue living there. The City's goal was to keep 25% of its area natural. There were already plenty of parks, and not enough natural areas.

City Manager Jon Rorie asked the Lake Forest Cove residents attending the meeting to stay, saying there would be a brief presentation under Council/Staff Topics that might answer some of their questions.

Agenda Changes

Rorie asked Council to pull Consent Agenda item 5 off the Consent Agenda for discussion. Prebor moved to pull item 5. Consider FY 2017 Budget Amendment – Acceptance of GDOT Funds off the Consent Agenda. Ernst seconded. Motion carried unanimously.

Minutes

June 6, 2017, Special Called Meeting Minutes

King moved to approve the June 6, 2017, special called meeting minutes as written. Learnard seconded. Motion carried 4-0-1 (Ernst).

Consent Agenda

- 1. Consider Modifications to Fee Schedule – Fire Department**
- 2. Consider Amendments to Purchasing Ordinance**
- 3. Consider Non-Profit Funding Request – Fayette Senior Services**

4. Consider Non-Profit Funding Request – Promise Place**~~5. Consider FY 2017 Budget Amendment – Acceptance of GDOT Funds~~**

Ernst moved to approve Consent Agenda items 1 – 4. Learnard seconded. Motion carried unanimously.

5. Consider FY 2017 Budget Amendment – Acceptance of GDOT Funds

Rorie said this item was a \$150,000 grant from the Georgia Department of Transportation (GDOT), for the planned improvements at the SR 54/Planterra Way intersection [an identified project in the Special Purpose Local Option Tax (SPLOST)]. He showed a few minutes of overhead film footage of the intersection that was taken using a drone in February.

The traffic light at the intersection was a split-phase signal, and Rorie pointed out that traffic on Planterra Way and the Walmart/Home Depot drive could not make left turns at the same time. In order to have a protected left turn, they had to split the phase, which took a lot of time and impacted the entire corridor. If the left turns could be made at the same time, the traffic flow in the corridor would improve.

A 2014 traffic study had provided the traffic counts and recommended improvements at each intersection along the SR 54 corridor. Rorie continued that flow along the SR 54 corridor was important, and every piece of the puzzle had to be addressed to improve the overall traffic flow. The City had concept plans developed, which led to engineering plans. Two of the plans were included as projects on the SPLOST list – the intersections at SR 54/Planterra Way and SR 54/MacDuff Parkway.

Since 2014, staff and Pond Engineering, the City's engineering consultants, had met multiple times with GDOT district office and had held joint meetings with Fayette County. There were now plans that had been permitted by GDOT, and GDOT had also provided \$150,000 in funding as noted in the budget amendment. This project was currently out for bid. The estimated budget was \$650,000. Rorie noted one of the worst things that could be done was to underestimate the budget for a project. The City would be paying a premium (20% more) to have the work on the intersections done at night.

City Engineer Dave Borkowski said the focus at SR 54/Planterra Way would be on the Planterra Way and Walmart sides of the intersection. On Planterra Way, the plans included taking out the median to allow for a dedicated left turn, straight lane, and right turn lane. This would help with removing the split-phasing of the traffic signal. The medians on the Walmart side would also be taken out. Two dedicated left turn lanes would be installed, and there would be a shared straight/right turn lane. Learnard said there were two left turn lanes on the Walmart side. Rorie said one of those lanes was a shared left-turn, straight through lane. Learnard questioned whether a shared straight, right-turn lane was a good idea. Borkowski said the changes should improve the flow out of the Walmart/Home Depot area. Borkowski pointed out the nose had been cut off of the median on SR 54 in 2016.

Ernst noted the SR 54/Huddleston Road intersection was also a problem. Rorie said they had discussed having two left turn lanes with GDOT, and it was now on their radar.

Rorie said the left turn lanes in both directions at SR 54/Planterra Way would also be extended. This project was out to bid, and it should be substantially completed by October 31 before the holiday shopping season. Rorie added they were also looking at extending the turn lanes at the SR 54/SR 74 intersection.

Learnard asked why GDOT had given the City \$150,000. Rorie said that Fleisch had specifically spoken to the Fayette County Transportation Committee and to GDOT District 3 Commissioner Sam Wellborn. Fleisch said they had asked. Rorie noted the relationship with GDOT had been exceptional; however, there were still some issues that needed to be worked out.

Learnard moved to approve Consent Agenda item 5. Ernst seconded. Motion carried unanimously.

New Agenda Items

06-17-02 Consider Modifications to Fee Schedule – Planning & Zoning, Engineering, Building
Planning & Development Director Mike Warrix noted that City Attorney Ted Meeker had recommended changes in the wording on some of the proposed modifications that were presented to Council on May 4. Meeker's changes dealt primarily with recovering costs for staff time spent on plan review and encouraging developers to get plans right the first or second time. Changes were also recommended to the fees for final site plan resubmittals, which were basically for the same reason – to get things right the first or second time. Changes had also been made to Erosion Plan Review Resubmittal for the same reason.

Learnard asked why the fees for Sign Review had been deleted from the Building Department fees. Warrix said sign review and permits were handled by the Planning Department, so it was removed from the Building Department fee schedule.

Rorie noted the time spent on plans reviews by the Engineering Department had gone through the roof. Every time a plan was sent back with comments, 10 more plans came in. The plan would come back as number 11, then be reviewed again and sent back while 10 more had come in for review. The change in the fees should help streamline the process by having those submitting the plans get them right by the second review.

King moved to approve New Agenda item 06-17-02, modifications to the Fee Schedule for Planning, Zoning, Engineering, and Building. Learnard seconded. Motion carried unanimously.

06-17-03 Consider Modifications to Personnel Policy – Sick Leave Due to Passage of Georgia Kin Care Law

Human Resources & Risk Management Director Ellece Brown addressed Council, saying the proposed changes were for the sick leave policy in the City's Personnel Policy for employees. The amendments dealt strictly with sick leave used for family illness. The changes to Georgia law would be effective on July 1, 2017. The new Georgia "Kin Care" law stated that, for large employers who provided paid sick leave for employees, the employees must be allowed to use up to a maximum of five days per year to care for sick family members. The law also expanded the definition of family to include spouse, child, grandchild, grandparent, and any other person identified as a dependent on an employee's tax return.

Brown said City employees currently had paid sick leave and 24-hour cap (three work days) when caring for family members. City employees accrued sick leave bi-weekly in one bucket. Although sick leave was tracked by the City's enterprise software, staff had to manually track when sick leave was used for family members. The recommendation was to allow the sick leave to be used either for the employee's illness or a family member's illness. Currently, the City's definition of family member included spouse, children, and parents.

There were controls in place should sick leave be abused, Brown continued. Employees out for more than three days had to provide a doctor's note stating the employee was unable to work.

The sick leave had to be accrued before it could be used, and the Family and Medical Leave Act (FMLA) required documentation for employees out due to an FMLA situation.

Learnard asked why the City was considered a large employer. Meeker said more than 50 employees qualified as a large employer. Later in the meeting, he amended his answer to 25 employees after researching the requirements online.

Learnard moved to approve New Agenda item 06-17-03, the modifications to personnel policy – sick leave due to passage of Georgia Kin Care Law. Ernst seconded. Motion carried unanimously.

06-17-04 Consider Bids for Seal Coating of Kedron Fieldhouse and Two Fire Stations

Borkowski said the lowest bid for crack repair and seal coating was \$107,995 from Engineered Restorations. The company had done several projects in the City, including the seal coating of City Hall in 2011. Funds were budgeted in the 2014 Facilities Bond. Staff recommended approval of the bid from Engineered Restorations.

Prebor said the seal coating was a maintenance item and should be budgeted rather than funded through a Facilities Bond moving forward, asking if this would come up again. Borkowski said it would since the seal coating had to be redone on a regular basis.

Ernst moved to approve Agenda Item 06-17-04 Consider Bids for Seal Coating of Kedron Fieldhouse and Two Fire Stations for an amount not to exceed \$107,995, the bid from Engineered Restorations. King seconded. Motion carried unanimously.

06-17-05 Consider Amendment to Land Development – Replatting of Residential Lots

Warrix explained that the proposed amendment would restrict subdividing lots in existing platted residential subdivisions. The City had several subdivisions with lot sizes more than twice the size required by the zoning. There had been some situations where existing lots had been subdivided, and the resulting lots were substantially smaller than the average lot size in the same subdivision.

The proposed amendments specified that any new lots resulting from any subdivision should not be smaller than the average lot size in the same subdivision and zoning district, Warrix said.

Learnard asked if properties that were not in a subdivision would go with the smallest lot size allowed in the zoning district. Meeker said those properties would go with the normal zoning requirements for subdividing property. He added the ordinance did not apply to property that had not been developed. The ordinance applied to platted lots, including those not located in a subdivision.

King moved to approve New Agenda item 06-17-05, the amendment to replatting of residential lots. Ernst seconded. Motion carried unanimously.

Council/Staff Topics

Update of Drake Field Concept Plan

Rorie said there had been two influencing factors on the plans for Drake Field – the One PTC project and a citizen satisfaction survey done last year. There were common items in One PTC (a part of the Comprehensive Plan process) and the citizen surveys that led to a long term Council goal for developing City Center parks, including City Hall Plaza, and a connection between them to the All Children's Playground, Battery Way Park, Snake Island, and restrooms. During budget discussions, the participants wanted to spend more of the City's budget on community aesthetics. The participants also wanted more community and outdoor events.

Significant progress had been made on some of the issues that had been discussed, Rorie continued. After the dredging of Lake Peachtree had been completed, Rorie reminded everyone that Drake Field had been nothing but a huge dirt pile. The cart path had been extended to Drake Field, a landscaped island had been added in the parking area, and Rorie said he had been astonished at the impact of the swings that had been added at Drake Field and Battery Way. The swings had been an inexpensive, low-maintenance addition.

Rorie continued that electricity had been placed around the field for use during outdoor events, such as festivals. The field had been grassed and light bollards had been added to create a nice passive park. The number of people who visited Drake Field had increased, and the changes appeared to be a success.

A concept plan was designed to host outdoor events, Rorie said, and Selective Designs had come up with the design elements. David Rast spoke on behalf of Sean Leblanc of Selective Designs, saying it had been exciting to see the plan taking shape. They had created entry features, and they would work with Fayette County Master Gardeners and citizen groups on the landscaping. They were still working on the central feature. The edges between the natural areas and the lawn would be defined. The underbrush had been cleared out, and recycled mulch had been spread. The mulch would help with the undergrowth and provide a good base. Drake Field would be a passive/active park, but there would not be a playground or tot lot. It would be an event park.

Rorie continued that the current plan was the third plan developed for Drake Field over the last 10 – 15 years. There were common themes in all three, such as where to enter the park and what should be the central features. What had taken place on Drake Field to this point was the initial phase of the landscaping. Rorie added they were trying to balance out the design features with the need for low maintenance plant materials. Selective Designs had provided some suggestions for shrubs that provided color, but did not need to be pruned every few months. Rorie noted that Selective Designs had not charged the City for the work they were doing. He continued there were plans for a walking path around the field and for an open air pavilion, which was 95% ready to go out for bid.

Jefferson Browne of Jefferson Browne Gresham Architects spoke regarding their design for the open air pavilion. Wood and stone were materials people liked to touch, and those were the materials that would be used in the pavilion, Browne said. They planned to use cedar, which insects would not eat, and a low-maintenance metal roof. The base would be concrete. There would be close to no maintenance required for the structure, which could be used as a stage, for weddings, or for picnics. It would be 1,300 square feet of working surface area, with a chimney aspect on one side. It would be ADA accessible, and there would be connections on the back to allow for plays, shows, and weddings.

The electrical connections for the pavilion had already been run underground, according to Rorie. The structure would be oriented on the field for the best location for the rise and fall of the sun. Browne said people would see the shelter as they entered the park, but it would not obstruct the view of the lake. People could see through it. He added the shelter would also provide shade and shelter.

Rorie said the Request for Proposals (RFP) for construction was ready to go. They had gotten price proposals for pre-manufactured kits for the pavilion, then they started thinking about the theme around City Hall. The stone and wood would carry through the theme of the entire area. He hoped to attract Peachtree City talent and vendors who saw Drake Field as a great community project and hoped they might do some of the work in kind. There was \$100,000 in dedicated

project funding, including some impact fee funds as well as a transfer from the Convention & Visitors Bureau (CVB) because of the event potential. Rorie pointed out this might not be a \$100,000 project, and the RFPs would help in getting a true estimate.

Rorie said the work should be done correctly on the front end to help with the maintenance costs in the future. The walking path would go around the entire field, and the easiest thing to do was an asphalt path through the park, but that did not mean it was the right thing to do, Rorie said. He did not think an asphalt path would fit with the theme. They had also found another route through the field for the haul trucks to use during the next dredging, which would be easy to restore.

SPLOST project #35 was a connecting bridge/walkway from the All Children's Playground to Drake Field. It was designed to be out of the stream and to meander, Rorie said. In addition to himself and staff, Rorie said Browne, Dan Davis of ISE, and Contech (bridge builders) were also working on the project. The estimated cost was \$250,000. They wanted to stay with the wood, stone, and natural walking path theme. The path would go around the entire City Hall area, as well as Pebblepocket Park. Rorie said he would issue a task order for the design and engineering, which would provide a better cost estimate.

Rorie noted one of the wooded areas in the Drake Field/All Children's Playground area, where there had been some damage to the pine trees, saying arborists had looked at the trees and recommended taking them all down. Some had already been removed. Rorie said trees removed from other areas of the City would be transplanted to this area to replace the pine trees. He added it would be a shame to cut down the four-inch and six-inch caliper trees in those other locations, when it would cost only a few extra dollars to transplant them. The work would begin in October, and the money would come from the Tree Fund.

SPLOST project #34 was the bridge to the Lake Peachtree Island, Rorie said. He noted several SPLOST projects valued at over \$84 million had been identified by a task force that included residents over multiple public meetings and site visits. All the meetings had been advertised and open to the public. Once the SPLOST project list had been determined, it had been discussed at Council meetings.

Staff's estimate for the island project was \$200,000, and the engineering estimate was \$184,000, which included a 10% contingency. The 85-foot bridge to the island would include ADA slope calculations. The original concept plan had been for a 23-foot wide span, but the bridge did not need to be that wide, so that cost would go down, Rorie pointed out. Cart paths were only 10 feet wide, and they did not want golf carts to be able to access the island. Emergency vehicle access had not been part of the process. This would be a passive park and a pedestrian bridge, but people using kayaks or paddle boards would be able to go underneath it.

Rorie said there would be no wide open spaces on the island like there were on Drake Field. Specimen trees would remain. The underbrush would be removed, and the existing tree canopies would be raised to enhance views. The stands of green trees would remain. The project would have natural mulch, not asphalt, so it would not be cart path accessible. Staff would be able to use equipment necessary for maintenance on the island.

Rorie continued that they had also discussed removing the cart path behind Driftwood, so people would not go between the homes to get to the cart path. The normal pool level below the bridge location was five and one-half feet, and the clearance under the bridge would be five feet.

Berger asked why it would take \$200,000 to build a bridge to a bunch of dirt. Rorie said there was a landscape plan for the project. There had been a plan in the past, so it was nothing new.

Learnard said Berger had a wonderful question, and Council had asked the same questions. She continued that many residents had attended many meetings. There had been a lot of back and forth when the SPLOST list was created. She had waffled on the project herself. Other neighbors had attended the meetings and expressed concern about what was going on with the teens who went to the island. Ernst added that this project had been a citizen's idea. It had not come from Council.

The wetlands on the north side of the island had helped to determine the bridge location, Rorie said. Finn said there was an opening from stormwater drains just up from his street, and there was a path there that would connect easily rather than going through the woods. Rorie said they would consider that since the bridge had not been designed yet.

Prebor said most people would park their carts down by Battery Way Park, asking if there was anything that could be done about parking in the cul-de-sac. He said it would be a beautiful park. Finn and others said the residents of Lake Forest Cove had not known about the project. One resident said they were the closest subdivision to the island.

Rorie said there were no perfect answers, only nuances and consequences to every decision made. There were existing realities. He mentioned the Sunset Club that parked off the cart path at Battery Way to watch the sun set over the lake, saying they parked to the side of the cart path and that was the intent with those who would visit the island. There could be designated parking, but that would mean more asphalt or rock. He preferred that people just park their carts off the path. He did not believe there would be more than seven – 10 carts at time, except for special times of the year.

Finn reminded Council that kids were going out to island. Rorie said the kids were going out there now. It was public property. Fleisch said the City would work with the Lake Forest Cove residents on positioning the bridge and possible fencing/landscaping along their property lines. She said there would not be neon signs saying "Come Here" on the island. People had voted in support of the SPLOST and the list of projects.

Prebor said the improvements to Snake Island should enhance the subdivision's property values. Fleisch agreed.

Rorie asked Finn if he would serve as a point of contact with Lake Forest Cove residents. He wanted to be considerate of their concerns. Finn said he would serve.

Fleisch announced there would be a viewing party at the Tennis Center restaurant on Wednesday, June 21, beginning at 7:30 p.m. for the episode of *The F Word*, Chef Gordon Ramsay's competitive cooking show, that would feature "Slaw and Order," the Police Department team (Assistant Chief Stan Pye, Lt. Mark Brown, Lt. Heather Richardson, and Cpl. Justin Mobley) competing for a \$100,000 prize.

Executive Session

Learnard moved to convene in Executive Session for threatened or pending litigation and the acquisition or sale of real estate at 8:48 p.m. Ernst seconded. Motion carried unanimously.

Ernst moved to reconvene in regular session at 9:25 p.m. Learnard seconded. Motion carried unanimously.

There being no further business, Ernst moved to adjourn. Learnard seconded. Motion carried unanimously. The meeting adjourned at 9:26 p.m.

Pamela Dufresne, Deputy City Clerk

Vanessa Fleisch, Mayor

City Council of Peachtree City
Budget Workshop Minutes
June 26, 2017
7:00 p.m.

The Mayor and Council of Peachtree City met in workshop session on Monday, June 26, 2017, 6:30 p.m., at City Hall. Attending: Mayor Vanessa Fleisch, Council Members Terry Ernst, Mike King, Kim Learnard, and Phil Prebor.

The purpose of the workshop was to discuss the proposed FY 2018 budget.

City Manager Jon Rorie noted he had been with the City for five years, and the challenge had always been how to meet the service demands of the citizens based on the resources the City had. Staff had operated on a "fuss and fix it" model, which they had to do because of the economic impact of the recession.

Areas that had been challenges over the last five years included landscaping and grounds maintenance (what was the right mixture, outsourcing, insourcing), subdivision signs (171 signs and only so many could be repaired/maintained annually), street paving (continued to be a battle), cart path maintenance (how many miles to pave each year), facilities maintenance (incurred nearly \$6 million in bond debt to do things considered to be repair and maintenance), and the stormwater program (program grew, did not contract).

The proposed City Manager's budget had been through months of debate and discussion. It focused on three issues – maintenance and repair of infrastructure, maintenance and upgrade of security at facilities, and maintenance of the employees and labor pool. Staff asked Council to determine where the City was and where it was going, and what would be done was somewhere between the two outliers.

Rorie noted the City's Mission Statement and Budget Policy:

Mission Statement

*The Mayor, Council Members and Employees of the City of Peachtree City recognize that our primary responsibility is to provide **high quality services** to our residents.*

We are therefore committed to:

- Ensuring residents a safe and healthy environment in which to live, work and enjoy leisure time*
- Providing consistency in the delivery of municipal services in a fiscally responsible manner*
- Responding in a courteous, timely, and effective manner to the expressed needs, concerns, and expectations of our residents*
- Promoting a sense of community through family oriented activities and citizen involvement.*

Budget Policy

The City's primary objective is to provide a standard of budgetary performance that both staff and Council have endorsed and to provide budgetary decision making with greater continuity, reinforcing the City's core financial values and preserving them for successive staff and council.

- Baseline and Service Level Funding*

*The City's top program priority is to maintain existing service levels in all divisions and departments. **A baseline should be set and serve as an agreed upon point of departure for subsequent budget discussions** ie: a new facility or service. Any additional services above the baseline shall be fully funded at the time of the adoption of the annual budget and ongoing funding sources shall be*

clearly identified. Such ongoing funding sources must be either new or increased revenues or clearly identified expense reductions.

Stormwater Utility Fund/Projects

Rorie addressed the Stormwater Utility Fund, saying the revenues for FY 2018 were estimated at \$2,353,268, including \$2,321,968 in fees, \$8,200 investment income, and \$23,100 miscellaneous revenue. Appropriations for FY 2018 totaled \$2,128,493, including personnel services and benefits, \$676,970; purchased/contracted services, \$616,274; supplies, \$129,299; debt service, \$690,950; and other costs (bad debt expense), \$15,000. Rorie clarified that there was a difference between the operational budget and the renewal & extension (R&E) fund, and Stormwater was trying to build up its reserves to pay for future projects. He continued that impact from stormwater grew every year as new problems and new issues were discovered.

Stormwater Manager Mike Madison discussed the 2013 Stormwater Bond projects, noting seven of the 10 projects had been completed. Ongoing projects included Golfview Drive drainage improvements, Wynnmeade drainage improvements, and miscellaneous pipe lining. As of March 2017, the Stormwater Bond contingency was \$2,073,952.69, and projects funded by the bond contingency included centrifugally cast concrete pipe (CCCP) lining for 4,200 linear feet of pipe greater than 30 inches in diameter considered to be moderately or severely corroded (\$1,200,000). He said they were working on the bid documents, and hoped to begin the work soon. Another 2,000 linear feet of small pipe would also be lined (\$450,000). Reserve funding for Golfview Drive was set at \$423,952.60 (the \$1.2 million estimate was five years old and might be too low), and rehab of Detention Pond 140 (\$423,952.60).

As of September 30, 2016, the Stormwater Utility had \$3,258,656.09 in R&E funds. Additional projects that would use the R&E funds included cured-in-place-pipe (CIPP) lining in 40 locations (6,000 linear feet) with moderate to severe corrosion. The pipe diameters were less than 30 inches. The \$1 million project had an estimated start date in September 2017. Detention Pond #11 was off of Commerce Drive, and the outlet pipe had broken and sunk to the bottom of the pond. The outlet pipe/structure replacement should start this summer (\$85,000).

Additional R&E projects included streambank restoration (severe erosion encroaching on stone bridge at the Village Green/disk golf park across from City Hall (\$350,000 with Spring 2018 start date). Lining of Crosstown Drive quad culverts (four 108-inch culverts with moderate corrosion) was slated to begin in Spring 2018 (\$250,000). Two 60-inch culverts under Flat Creek Road with moderate corrosion would be replaced in Summer 2018 (\$225,000). Three 48-inch culverts under Peachtree Parkway at Three Ponds would be replaced in Fall 2018 due to moderate corrosion and undercutting. Moderately corroded pipes greater than 30 inches in diameter would be lined in 20 locations (3,000 linear feet) at an estimated cost of \$500,000 in Fall 2018. The total of all the R&E projects was estimated at \$2,730,000, leaving \$528,656 held in reserve.

Rorie asked why the pipes would be lined rather than replaced. Madison explained that not all pipes could be lined due to the degree of damage, but it was less expensive to line pipes when possible rather digging up the ground and replacing them. After all the projects were completed, all the severely and moderately corroded pipes should be wiped out, Madison said.

Rorie asked how many stormwater structures were in the City. Madison said the City had over 5,000 stormwater structures and 72 miles of pipe.

Fleisch asked whether the issues in Perthshire would be taken care of once the project on Golfview was completed. Madison said they would not, adding that project had started before he came to work for the City. The work on Golfview would address the water from Pinemount that went

through the yards, flowed over Oakmount and through back yards, crossed over Golfview, then went across Flat Creek Golf Course. The pipe under the golf course had already collapsed. The pipe at the top of the project area was 24 inches and the pipe at the bottom was 30 inches. The new pipes would be doubled in size so they could collect more water. On Perthshire, portions of those properties were in the floodplain, and it also involved pipes the City was not responsible for maintaining.

Madison continued that the Stormwater Capital Improvement Project (CIP) list included 81 projects that were beyond the scope of the stormwater crews, and projects on Perthshire and Stratford Court were included. The CIP projects totaled more than \$50 million. There were also 37 in-house projects that would cost \$1.5 million if they were outsourced to a contractor, but the cost was cut in half since the projects could be done by the stormwater crew. Rorie added there were five people on the stormwater crew, an inspector, and Madison employed by the Stormwater Utility. Two employees were added in FY 2017 so they would not need to pull people from the cart path crews to help with stormwater.

King asked if there were privately-owned drainage pipes affecting the City's stormwater infrastructure, also asking if those pipes were in disrepair. Madison said there were, and he had spoken with those property owners/developers. He continued that the private pipes cut into the City's system, which caused failures. King asked if the City could be reimbursed. Madison said roof gutters were piped underground and tied into the City's pipes. If the private pipes were removed from the City's system, then the homes would flood. Most of homeowners were unaware that their gutters tied into the City system. Cable and gas lines also went through the stormwater pipes. Madison said he would have to speak to the City Attorney regarding reimbursement when there were problems.

Learnard asked if this practice was still going on. Madison said it happened everywhere; it was not unique to Peachtree City.

SPLOST Program

Rorie noted that after multiple meetings about the Special Purpose Local Option Sales Tax (SPLOST) and investing those dollars in the City's quality of life, there were no stormwater projects on the City's list. The list included \$45 million in projects, with most of it going to roads and cart paths. The estimated revenue was \$45,472,835 over the six years. It also assumed a 1.65% growth rate over the next six years. If the growth rate was not hit, Rorie said a simple 10% variance would mean a shortfall of \$4.5 million. Ernst asked if \$45 million was a realistic number. Rorie said it was realistic and conservative. The Local Option Sales Tax (LOST) was a volatile revenue stream, and he anticipated the revenue stream for the SPLOST would be similar.

For the 2005 SPLOST, the estimated revenue had been \$12,025,984, and the actual revenue had been \$10,128,556 (a 16% variance below estimates or \$1,897,428) due to the recession, Rorie continued. The expenses for the SPLOST projects had been \$12,128,556, which was \$1,970,470 over the actual revenue. The variance had been covered by the General Fund, Local Maintenance & Improvement Grant (LMIG) funds from the Georgia Department of Transportation (GDOT), and interest earnings on the revenues. Due to the shortfall, the paving of Crosstown from SR 74 to Robinson Road was funded by SPLOST revenues, over \$600,000 from the General Fund, and two years of LMIG funds. Once projects were on the list, they were funded and had to be completed, according to changes in state law in 2012. Projects that were not included on the list could not be added.

Rorie discussed feasibility next, saying it was a critical determination for project listing based on funding, engineering, operations, etc. Fund shortfalls would require scaling back projects or

funding from other sources such as the General Fund. Projects could not be abandoned. Funds could be shifted from other projects, but all the projects must be completed.

If a project was deemed impractical, unserviceable, or unrealistic, funds must be used to reduce debt, reduce ad valorem taxes, or both, and it must be approved by voters. Rorie emphasized that they had to make sure projects could be funded and accomplished.

Based on discussions with Council, staff, and the Infrastructure Advisory Group, the list included a 7% contingency of \$3.2 million, which could be used for cost overages on any project. Rorie noted that the \$45 million estimate came from Fayette County. The City had no involvement in establishing the estimate.

For FY 2018, there were 22 SPLOST projects totaling \$11 million. To help with cash flow for those projects, the City had applied for loans, which could be paid off early once the City started to receive the SPLOST proceeds, Rorie said. The City had been approved for a loan from the Georgia Environmental Finance Authority (GEFA) to begin work on the spillway and dam for Lake Peachtree. The loan principal amount was \$2,544,200, and the interest rate had not been determined. The options included 10-year amortization at 0.81%, 15-year amortization at 1.4%, and 20-year amortization at 1.89%. The loan would allow the work to begin, and it could be paid off early without penalty.

The City applied to the Georgia Transportation Infrastructure Bank (GTIB) for a loan for the improvements at the SR 54/Planterra Way and SR 54/MacDuff Parkway intersections. The total loan principal would be \$1,173,135.67 (\$601,639.44 for SR 54/Planterra Way and \$571,496.23 for SR 54/MacDuff Parkway). Actual interest rates were to be determined. The estimated rates were 1.86% for 10-year amortization and 2.31% for 15-year amortization. The loan had been approved.

Council had already approved the expenditures for the necessary equipment and personnel needed for another cart path crew, Rorie said, noting they were having difficulty filling staff positions for the SPLOST paving projects. One problem was finding people with a commercial driver's license, which was not uncommon in this area.

General Fund

Financial Services Director Paul Salvatore gave an overview of the General Fund. He said the revenues for FY 2017 were monitored closely. They were projecting higher numbers than what had been adopted (\$33,552,752). Appropriations adopted for FY 2017 were \$33,482,209. The cash reserve was expected to increase by \$43,543, with the Fund Balance at 34%.

The proposed General Fund revenues for FY 2018 were \$34,878,273, which was \$1,352,521 more than what was adopted for FY 2017, an increase of 4.03%. Proposed appropriations for FY 2018 were \$34,466,930, a difference of \$984,721 or 2.94%, over FY 2017. The Cash Reserve increase was estimated at \$411,343, with a 35% Fund Balance. A 0.25 mil reduction was being recommended for the Maintenance & Operation (M&O) budget for FY 2018.

General Fund revenue sources included Ad Valorem Taxes (38.6%), Local Option Sales Taxes (LOST, 20.8%), Other Taxes (13.6%), Franchise Taxes (7.6%), Other Revenues (11.5%), Fund Balance (-1.2%), Fines & Forfeitures (2.9%), and Licenses & Permits (3.9%). Other Taxes included Title Ad Valorem Tax (TAVT), real estate transfer, recording intangible, alcoholic beverage taxes, occupational taxes, and financial institution taxes. The estimated revenue from Other Taxes for FY 2017 was \$843,300, and the actual for FY 2015 was \$1,251,965. The TAVT was less each year, Salvatore said.

Salvatore pointed out that both the LOST and SPLOST were volatile. Rorie said there was also a discussion on the internet from economists, who were saying another recession was right around the corner. Salvatore said the projected increases was 1.6%, which was reasonable.

FY 2018 General Fund expenditures included Fire/EMS (21%), Police (19%), Public Works (16%), Buildings & Grounds (6%), Recreation & Special Events (7%), Library (3%), Administrative Services (4%), Financial Services/IT (5%), Debt Service (8%), Non-Divisional & Transfers (4%), Planning & Zoning (3%), Building Inspection (2%), and Executive Services (2%).

General Fund Expenses by category included Salaries (39%), Defined Benefit Pension (4.5%), Defined Contribution Pension (0.5%), Health & Other Personnel Costs (12%), Proposed New Positions (0.3%), Contractual Services (23%), Operating Supplies (9%), Recreation Programs (1%), Capital Outlay (2%), Debt Service (8%), and Non-Departmental (1%).

Most of the General Fund expenditures were for the "Big 3" – Police, Fire, and Public Works, Salvatore said. Governments were service driven, and the expenses were for providing services. Staff tried to keep a good mix of the in-house and out-sourced services. The services were constantly evaluated.

Salvatore expected funding for debt service to decrease in future budgets when the City would do more pay-as-you-go for items rather than financing as the debts were paid off. By 2024, the City would have paid off most of its debt with the exception of some volume equipment loans.

Salvatore discussed personnel expenses, saying there had been a 7.4% change over the last six years, which averaged a 1.23% annual increase. Full-time salaries had increased by 4% (0.67% annual average, and health insurance costs had increased 22% in six years (3.67% annual average).

Human Resources & Risk Management Director Ellece Brown reported that a 22% increase in health insurance over six years was not really bad, considering the private sector had seen increases of 10% or more annually for three years. The increase in the City's cost had been due to several claims that had exceeded \$90,000 over a three-year period. The City was self-insured, so during a good year, the City kept the money. During a bad year, the City had stop loss insurance to cover expenses over \$90,000. This year, the claims were down 4%, and there had been no large claims yet. Typically, there were three large claims each year. The City had 224 full-time employees who had the option to take the City's insurance. The City's insurance currently covered over 700 people or "belly buttons." If the trend in claims for this year continued, the City's self-funded insurance program would not pay out as much.

Rorie said there was always a debate over how much family coverage the City should provide. The 224 employees included married and single people. Cutting back on the family coverage would cause an increase in premium on the individual coverage. The City had always provided family coverage. Staff had also looked at the health insurance premium and had passed some of the cost on to the employees. When the costs were shared, it encouraged employees to seek second opinions and to look at the cost structure.

Brown said her department tried to encourage employees to use the mail order prescription service and to use urgent care. Using urgent care after hours cost more than a visit to a primary care physician, but not as much as a visit to the Emergency Room. The Wellness Program had a different initiative every month. In September/October, there would be a fitness challenge. They tried to encourage wellness activities.

Salvatore said the Defined Benefits Pension had an 8% decrease over six years (-1.33% annual average). When replacing employees who left, the tendency was to shift from one full-time person to two part-time employees when possible, which cost less. This had been done with positions at the Library, Fire Department, and Finance Department. Employees were also mandated to put 2.25% of their pay into the defined pension fund beginning in January 2017. The market had also improved, leading to the savings.

Salvatore noted the increase in part-time employees, saying the City had 241 full-time employees and 74 part-time employees in FY 2016. This fiscal year (2017), there were 239 full-time employees and 89 part-time. In FY 2018, the plan was to have 237 full-time employees and 93 part-time. Rorie discussed the trend in part-time employees, noting the demographic shift to an aging population and some of those retirees wanted to continue working. The City had positions that were good for those retirees who wanted a part-time job. On the other side, the Grounds division had started with six part-timers, and staff could never fill all those positions. There were people that wanted to work 40 hours a week mowing grass. It was a balancing act in making a decision to decide which positions could be part-time. Salvatore said administrative positions generally worked better than operations positions when taking a position part-time.

Regular Salaries in the FY 2018 proposed budget would increase 1.36% over FY 2017. There was also a 21.25% increase in part-time/temporary employees. The line item for health insurance decreased 3.11% (-\$106,334), and a 10.67% (-\$157,141) decrease in the Defined Benefit Pension was proposed as well as a 10.61% (-\$46,421) decrease in Workers Compensation. Salvatore noted the City had good experience with Worker's Comp. Brown said the City's philosophy was to return the employee to work. If they were able, they were placed on light duty, which got them back to their regular position quicker. She noted that a firefighter had worked in the Planning Department for his light duty.

Salvatore pointed out that a 31.09% (\$19,562) increase in Dental Insurance was predicted for FY 2018. Brown said she was not sure what particular claims had caused the increase, but the City was also self-insured for dental insurance.

In addition, Salvatore said there was a new unfunded mandate to provide firefighters with Cancer Insurance (\$35,600). Ernst asked if that was a flat cost or if it was based on the number of firefighters. Fire Chief Joe O'Connor said it was based on the number of firefighters. Rorie said it was approximately \$500 per employee, and employees, part-time firefighters, and volunteers had to be covered. The cost had not been finalized. The total net increase for Personnel Services would be 0.69%, Salvatore said.

Salvatore continued that costs to contract for tree removal were up and down every year, and there had been six callouts over the weekend due to storms. He recommended an increase of 16.64% (\$240,822) in Contractual Services for FY 2018, which included tree removal, municipal election, and SAFEbuilt (Permits). Computer Supplies would also increase 85.61% (\$98,415 in FY 2017 to \$182,664 in FY 2018) to cover computer replacement, additional storage, and replacement of the patrol laptops in the Police Department, which would cost \$60,000.

The contracted payment to the Peachtree City Airport Authority (PCAA) would decrease 8.3% (\$7,650) in FY 2018, Salvatore said. Fleisch noted the PCAA kept hitting their benchmarks for revenue, which was good. Salvatore said two new positions were recommended – a full-time engineer and part-time bailiff for Municipal Court – for \$96,698 (the part-time position was estimated at \$14,000). The shift in paying for facilities maintenance with bond money to the General Fund led to a 28.72% (\$110,020) increase in the line item for Building Repair & Maintenance.

Rorie said the departments had done a very good job of keeping the operations side of the budget flat. The departmental requests had been cut \$116,000 during the budget process, including a \$40,000 request from Keep Peachtree City Beautiful (KPTCB).

KPTCB Operating Expenses/Solid Waste Franchise Fees

Public Information Officer/City Clerk Betsy Tyler pointed out that Council had approved KPTCB's FY 2017 budget on September 15, 2016. The issue was the more the City recycled, the more it cost. For FY 2017, Executive Director Al Yougel had noted an increased use of recycling stations; however, it cost more for the recycling containers to be emptied and to be hauled to the recyclers. The recyclables as commodities were also bringing in less money. In September, KPTCB had asked the City to consider increasing the sanitation company franchise fee for residential pick-up and to add a new fee for commercial customers. Learnard asked if commercial fees were typical, and Tyler said she had not found anyone that had a commercial fee. Debris from commercial dumpsters were a source of roadside litter.

Tyler said staff was evaluating the options, which included commercial franchises, addition of a solid waste management fee to the Occupational Tax, and an increase in the residential franchise fee from \$1/customer/quarter to \$1.50 or \$2 per customer per quarter. When a commercial franchisee had a fee, it was passed on to their commercial customers, who passed it on to their customers, who were City residents. Staff would bring this back to Council. Rorie added this would be a revenue increase as well as an expense increase. It would not affect the General Fund, but the question was where to budget it. A decision would need to be made in a few months, or it would affect the KPTCB's ability to operate.

Yougel said they had foreseen this issue in September 2016 with the drop in the commodity prices and the increase in the use. Schools and companies were now using the drop-off stations. In 2015, KPTCB spent \$24,000 of the \$40,000 to pay for the drop-off stations, which was the difference between the cost to have the roll-offs taken away and the money KPTCB received from the sale of the materials. In 2016, \$41,000 was spent out of the \$40,000. Yougel said one of the reasons was emptying those containers. The City was trying to recycle, and they had hit a snag because costs were going up and there was more to do. When they only spent \$24,000 of the \$40,000, money was left that could be used to buy recycle bins for schools, athletic fields, and special events. Now that entire portion of revenue was being spent just for the recycle drop-off stations. He expected the \$41,000 spent in 2016 to go up again. There had been 230 pulls (swapping a full bin for an empty one) in 2015, and the estimate for this year was 400.

Yougel noted that the waste hauler he used had increased his quarterly bill by \$6. Rorie said their tipping fees, fuel, and employee costs had gone up, too. Yougel noted that most of the litter picked up along the roadside was from commercial dumpsters and the trash haulers. While no one else was currently charging the franchise fee to commercial customers, Yougel said the City should be the first.

Summary Highlights

Salvatore went over the summary highlights of the proposed FY 2018 General Fund operating budget:

- Estimated revenues of \$34,878,273, or 3.43% increase (\$1,353,000)
- Appropriations of \$34,466,930 or 2.94% increase (\$984,000)
- Cash Reserve increase of \$411,343, or 1%
- Street and path resurfacing – no change (\$1,800,000 @ 3-4 miles and 9 miles of paths)
- \$110,000 increase in Citywide building maintenance expense
- Increase in permitting activity (~\$200,000)

- \$146,047 funding for Fayette County Development Authority (FCDA) & \$25,000 for Non-Profits (no change – Promise Place & Fayette Senior Services)
- Total (net) Personnel Expense increase of \$136,787, or 0.69%
 - \$186,000 (1.5%) for merit increases – management discretion
 - \$186,000 (2%) Cost-of-Living Adjustment (COLA) as of January 2018, if approved by City Council based on budgeting targets
- Two new positions proposed (not included in above):
 - Engineer – Full Time, \$82,511 (all inclusive, \$53,000 salary)
 - Bailiff – Part Time, \$14,187 (all inclusive, \$9,641 salary)
- Unfunded Positions – Public Services Director, Administrative Service Director, Police Captain, IT System Administrator, Code Enforcement Officer
- \$7,650 decrease in airport funding (down to \$84,150, per agreement)
- \$426,000 increase in transfer to Capital Projects Fund (CIP)
- \$254,000 decrease in transfer to Debt Service Fund
- 0.25 mil reduction in Maintenance & Operation (M&O) millage rate (assuming 7% digest growth)
- **Disaster Recovery/Business Continuity solution - \$96,000**

Rorie pointed out that there had been an approved SPLOST from 2005 to 2010, and that money had been used for road resurfacing. The money for resurfacing in the General Fund had been used to pay for additional police officers and firefighters. The millage rate was never increased to adjust for the personnel change. To accomplish the City's goals for resurfacing, 10 – 12 miles per year had to be done now. Rorie said the SPLOST funds plus the General Fund budget item were the \$5 million in paving that would be done each year. There would not be any recommended changes for resurfacing in the FY 2018 budget.

An increase of approximately \$200,000 was expected in permitting fees and inspection costs. The protective inspections were outsourced to SAFEbuilt. As the permitting activity went up, the expenses went up. Rorie said the \$200,000 was an offset between the revenues and expenditures. SAFEbuilt was one of the best contractual services. The company served multiple jurisdictions which helped control costs.

The funding for the FCDA had doubled. Rorie said the funding was increased last year. The FCDA was the economic development arm for the entire County. The request for this year was the same as last year, and it included recruitment and retention strategies.

King said he understood the importance of the FCDA, but the position the City was paying for was not filled (\$75,000 of the \$146,047 budgeted). When the position had not been filled in the past, the City had not paid that portion. He asked that the City not pay for the time the position was left open. Fleisch said a person had been hired and had started the previous week.

King continued that the entire FCDA was less than 1% of the County's General Fund. If the County could not see fit to prioritize a half of a percentage point toward an economic development effort, then it was a slippery slope. The County already received funding for that entity, and he did not see why the City was being asked for an additional \$71,000. Fayetteville had the same concerns. Fleisch asked if the FCDA was part of the Service Delivery Strategy with the County. Rorie said there were several topics that would be discussed, and give and take was required by the County and the cities. They had asked for an extension until October. The next meeting was scheduled on July 7. The FCDA had not filled the director's position yet. They were trying to find the right person who might not want to come to Fayette County because of the budget cuts and the history of the organization. King said the Board of Commissioners had a history of not doing right by the FCDA. A former Commission chairman gutted the budget, and he had asked for the

resignation of 17 years of institutional knowledge. The relationships with the businesses could not be built overnight.

Prebor asked Rorie to explain the Service Delivery Strategy and why it was important. Funding the FCDA was an example of many of the services. Rorie said when the Comprehensive Plan was updated, they were required to update the Service Delivery Strategy agreement. Residents of the City paid a millage rate to the City and to the County, so the City was paying double taxes in some cases. The County was not supposed to take taxes from City residents to provide services for residents of the unincorporated County. City residents did not pay for fire services in the unincorporated County, but the County provided services for animal control that the City did not provide. It was appropriate for the County to take tax funds from City residents to pay for animal control, as well as other services that were provided County-wide. The Service Delivery Strategy provided for more efficient and responsive government. It was difficult to pinpoint some services. The Sheriff's Department had access to the entire County, and City residents helped to pay for that even though the City chose to have its own Police Department. Economic development, jail services, elections, and more were provided by the County.

Learnard hoped the Commissioners would understand that City residents paid taxes to support the County's economic development, which City residents already paid as County residents.

Prebor referenced SAFEbuilt, asking how much the company brought in and whether it was cost effective to pay the company 75% of the fees. He asked if it would make sense to bring the Building Department services back in-house. Rorie said the City could bring the services back in house, but if the number of permits went back down, the decision would need to be reversed. There was living proof of problems with inspections in every maintenance problem in City facilities. Rorie said this was a very good outsourced contract, but hiring building inspectors was not off the table.

Fleisch said the best reason for outsourcing was to have a big company to do all the inspections. Prebor asked if a hybrid had been considered. Rorie said it had, and the City would be hiring a special inspector for the spillway construction. Fleisch said there was also an issue with responsiveness when calling the Building Department.

Rorie noted that the proposed budget included a 2% Cost of Living Adjustment (COLA) for employees in January 2018 if approved by Council and if all the FY 2017 budget targets were met. Rorie said the revenues were conservatively estimated, and the budget was done as if all the positions were filled all year and every dime would be spent. Department budgets were done with a 98% execution expectation, so a 2% savings was built in, which helped the City operate more efficiently. He wanted the COLA based on the target budget and the unaudited numbers from FY 2017. He was confident staff would meet the funding target.

The proposed merit increases were budgeted at 1.5%. The performance evaluation system had been reworked over the last few years so they were now performance feedback sessions. Employees were asked what they were doing to contribute to the organization. It helped employees be successful. There was not a system in place to award the top performers, and the question was what was merit. Thirty files had been pulled at random to see what had been in done when the previous merit system was in place. All 30 had received merit increases, which Rorie said was not merit. The new merit increase would not resemble the past, when everyone got a "trophy." He projected 10 – 20% of employees would get a merit increase, but merit had to be defined. This was a place holder in the budget. It was time to define merit and what it meant to employees.

Disaster Recovery Business Continuity

Rorie noted that per the web filter statistics, the City's system was under constant attack. The Inbound Email Statistics for the City showed 6,938,947 e-mails had been received in a 12-month period, an average of 680 per day/151 per hour. The City's web filter had blocked 4,530,773 e-mails, with an average of 332 per day/38 per hour. A virus had been found in 35,856 e-mails. More than 16 million Spyware webpages had been blocked, with 44 million other pages blocked by policy. The City was under constant attack.

According to recent articles by the International City/County Management Association (ICMA), municipal bond rates were affected by a city's ability to address cyber risks. City and county governments were the weakest link in the cyber security chain. Rorie also noted an e-mail that appeared to be from him, sent to Accounting Manager Mary Camburn. In the e-mail, someone posing as Rorie had asked for a \$29,750 wire transfer to a vendor, with the documentation to be provided later. The e-mail had been sent to the Police Department.

5-Year Capital Improvement Plan

Salvatore looked at the five-year Capital Improvement Plan (CIP), pointing out that the City was trying to move away from facilities bonds for facility maintenance and items were added to the CIP. The FY 2018 CIP and five-year CIP budget included:

- FY 2018
 - \$341,000 cash funding for infrastructure (citywide facilities & bridges)
 - \$275,000 cash funding for technology infrastructure replacements
 - \$891,750 for vehicle & equipment replacements (5-Year financing)
- FYs 2019 – 2022
 - \$350,000 per year cash funding for citywide infrastructure (facilities & bridges)
 - Additional \$250,000 cash funding for All Children's Playground in FY 2020
 - Fire Truck, Ambulance, Radios, Self-Contained Breathing Apparatus (SCBA) moved to SPLOST
 - New West Side Fire Station – Fully operational by FY 2021, ~\$1M/year operating expenses
 - Reduced reliance on debt financing of infrastructure – more pay-as-you-go
 - **Additional millage rate reductions in FYs 2019 & 2020 (0.1 & 0.2, respectively)**

Rorie said infrastructure, facilities, and technology upgrades were something staff could see and plan for. The emphasis was moving from a debt basis to a cash basis rather than financing. Nine police cars were scheduled to be replaced in FY 2018, 12 cars in FY 2019, six in FY 2020, nine in FY 2021, and 15 in FY 2022.

Rorie continued that financing police cars, trucks, and other equipment allowed the City to avoid the highs and lows when there were large cost amounts, such as a \$200,000 Komatsu. A revolving CIP loan allowed for the stabilization of those costs because there was a definitive cost structure for the budget.

One of the issues in the CIP was the replacement of police cars in the five-year CIP. Rorie said what was currently projected was the opposite of staff was trying to do. The replacement cycle for vehicles needed modification to balance out the purchases so the current cycle would not become continuous. Rorie said the City had changed the replacement policy from 100,000 to 125,000 miles, and there were consequences to that decision that were playing out in the CIP. Ford Crown Victorias were no longer available. The Chevrolet Caprice replaced the Crown Victoria, but it was not holding up as well.

Rorie noted that Police Chief Janet Moon had been tasked with stabilizing the replacement schedule. In the past, the City had replaced 10 each year. Ernst noted the replacement cycle had been thrown off during the recession when the criteria for replacement had changed. The Police Department did not get any new vehicles for three to four years. Salvatore said the same thing had happened with computer replacement.

Prebor asked if there was increased maintenance due to the increased mileage, and if the Caprices were holding up as well. Moon pointed that they were getting seven to nine years out of some of the cars; however, the Caprices were not holding up as well as the Crown Victorias. Some of them had required new engines and/or transmissions at 60,000 miles. Moon noted that the nine cars scheduled for replacement in FY 2018 would replace one 2007 model, two 2008 models, two 2009 models, three 2010 models, and one 2011 model. All were Crown Victorias with 125,000 miles. King asked Moon to consider SUVs instead of the sedans. Moon said she would, but had to ensure the SUVs were pursuit-rated. There were some nuances they had took for.

The goals and objectives for FY 2018 included:

- Increase Cyber Security Issues/Technology Upgrades
 - Software
 - See Click Fix It/Citizen Engagement Tool
- Evaluate EMS Stations vs. Fire Stations
 - Staffing Scenarios
 - ISO Impacts
 - Response Time Criteria and 911 Service Delivery
- KPTCB Recycling/Funding Strategies

Rorie said staff was projecting the construction of a westside fire station in 2021, even though there was already an increased demand for service on the southside that had to be addressed. Staff needed to look at the staffing situation to determine whether an EMS station or fire station was needed.

Salvatore looked at the five-year plan, saying the it put the FY 2018 budget into perspective. No millage increases were expected. In 2021, the plan included an additional \$1 million for the new fire station on the westside. Between FY 2019 and FY 2020, the City would start using impact fees to build the station and provide the equipment.

A 0.5 mil reduction (0.25 mils in FY 2018, 0.1 in FY 2019, and 0.2 in FY 2020) would take place over the next few years, Salvatore said. The millage should drop from the current 7.065 to 6.506 between FY 2017 and FY 2020, which would offset the rising property values. Salvatore continued that a 12% increase in the tax digest was possible, but with all the assessment appeals, staff had used a 7% increase in the proposed budget. Salvatore said when the millage rate was lowered, it was best to do it in smaller increments so it could be evaluated every year. He said approximately 1,200 appeals had been filed. Fleisch asked Salvatore where the appeals were from. Salvatore did not know.

Ernst asked how long the appeals process would take since so many were filed. Salvatore said the appeals could move quickly. Even if all the appeals were approved, it would not cut the expected 12% increase much. King added that the developers were building in Cresswind and Everton, which would increase the tax digest.

Salvatore said one of the goals in the five-year plan was to achieve millage rate stabilization, which happened in the last three years of the five-year projection, even with adding a fire station.

As the City's debt was paid off, there would be more pay-as-you-go for capital purchases. The five-year projections proposed a millage rate of 6.811 in FY 2018, 6.712 in FY 2019, 6.506 in FY 2020, 6.506 in FY 2021, and 6.506 in FY 2022.

Rorie said they still had to look at the financial stability and weakness of the City's infrastructure, which would keep the City a vibrant community. When the six-year SPLOST ended, \$3.2 million to \$3.8 million would be needed just to maintain the paving, which meant another \$2 million would be added to the budget. If they stuck to the financial plan and SPLOST targets, they should still be able to put money into resurfacing after the SPLOST ended.

Council consensus was there was no need for another workshop on Tuesday, June 27. The next workshop for the FY 2018 budget would be held Tuesday, July 11, 6:30 p.m.

There being no further business to discuss, the meeting adjourned at 9:48 p.m.

Pamela Dufresne, Deputy City Clerk

Vanessa Fleisch, Mayor

City Council of Peachtree City
Special Called Meeting Minutes
July 11, 2017
6:30 p.m.

The Mayor and Council of Peachtree City met in a special called meeting on Tuesday, July 11, 2017. Mayor Vanessa Fleisch called the meeting to order at 6:30 p.m. Others attending: Terry Ernst, Mike King, and Phil Prebor. Kim Learnard arrived at 6:37 p.m., just after the FY 2018 budget workshop began.

Consent Agenda

1. Consider Lease Agreement with Southern Conservation Trust (SCT)

2. Consider Adoption of Comprehensive Plan

King moved to approve Consent Agenda items 1 and 2. Ernst seconded. Motion carried unanimously.

New Agenda Items

07-17-01 Consider Council Resolution and Declaration of Taking for Temporary Construction Easement from Walmart Real Estate Trust for SR 54 at Planterra Way Intersection Improvements

City Attorney Ted Meeker said the information in the agenda packet was fairly self-explanatory, adding that City Engineer Dave Borkowski's notes on acquiring the easement went back to February 2016. The intersection improvements had gone out to bid, and Council would consider the bid at its first meeting in August. Time was running out. Staff would continue to reach out to Walmart's attorneys before filing the Declaration of Taking, but staff wanted to be able to move forward if needed. He explained the City was not taking the property permanently, but only as a temporary construction easement so the work on the intersection could be done. After the work was done, the property would be restored and the easement rights would expire six months after the date the Declaration of Taking was filed.

Prebor asked if Home Depot was also involved. Meeker said the dialogue was going better with Home Depot, and Meeker said they might have the final version of the temporary construction easement for Home Depot. Home Depot had been sent a change the day prior to the meeting, and Meeker hoped they would be in agreement. If not, Council might have to address a similar process at the July 20 meeting.

Fleisch asked if Walmart knew the legal action could be coming. Meeker said he had been clear with the Walmart agent he had been working with that time was running out. A deadline of June 30 had been set. Meeker added that he and City Manager Jon Rorie decided to prepare the paperwork for Council's consideration in the event it was needed. Staff would be reaching out to Walmart again.

King moved to approve New Agenda Item 07-07-01, the Council resolution and declaration of taking for temporary construction easement from Walmart Real Estate Trust for SR 54 at Planterra Way intersection improvements. Prebor seconded. Motion carried unanimously.

07-17-02 Consider Bids for Stormwater Pipe Rehabilitation – Pipe Group A (Enviro Trenchless, LLC) and Pipe Group B (Utility Asset Management)

Stormwater Manager Mike Madison addressed Council, asking Council to award the bid for Pipe Group A to Enviro Trenchless, LLC, for the unit cost base bid of \$312,727. In addition, Madison asked Council to approve \$150,000 for lining of some additional pipes. The total for Pipe Group A would be \$462,727.

Madison asked Council to approve the bid from Utility Asset Management for Pipe Group B for the base bid amount of \$364,690, plus an additional \$100,000 to add more pipe footage to the contract. The total for this project would be \$464,690.

Ernst moved to approve the recommendations for Pipe Group A and Pipe Group B as noted on the agenda item. King seconded. Motion carried unanimously.

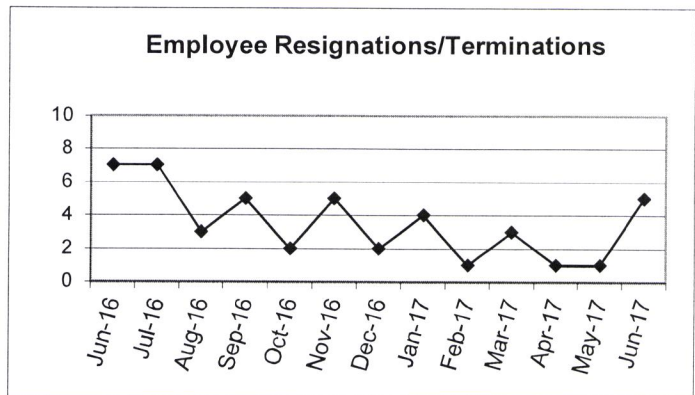
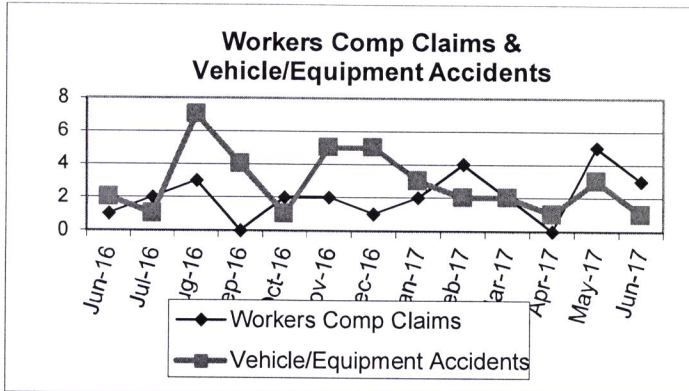
Adjourn Special Called Meeting

There being no further business, King moved to adjourn. Ernst seconded. Motion carried unanimously. The meeting adjourned at 6:34 p.m.

Pamela Dufresne, Deputy City Clerk

Vanessa Fleisch, Mayor

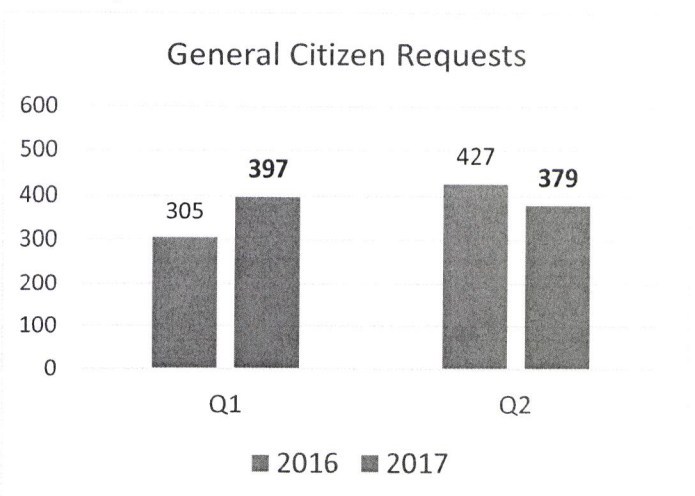
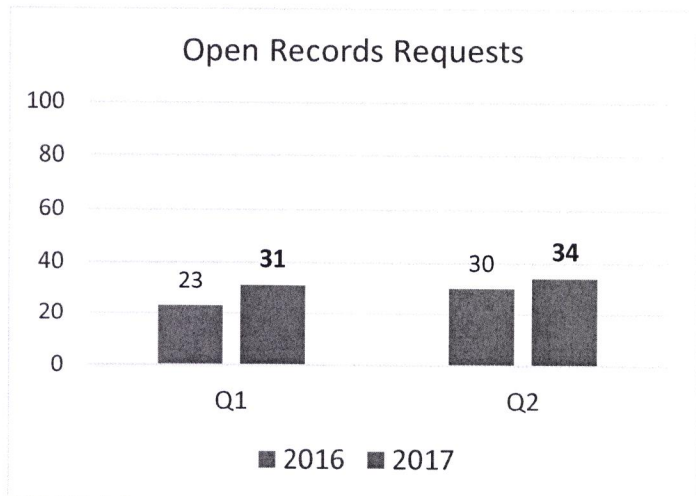
Human Resources & Risk Management



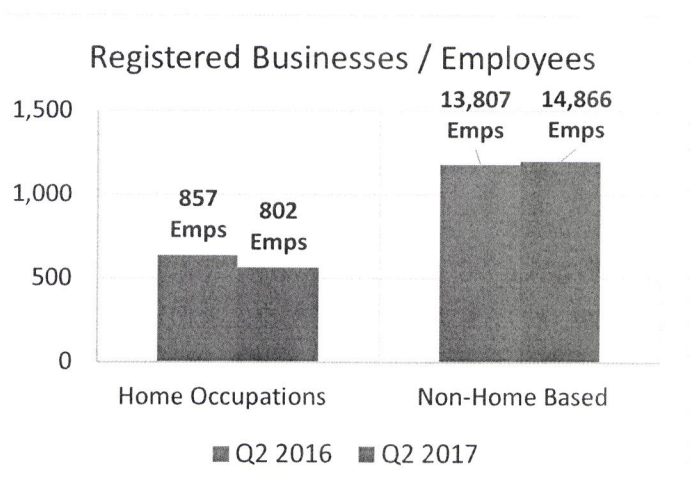
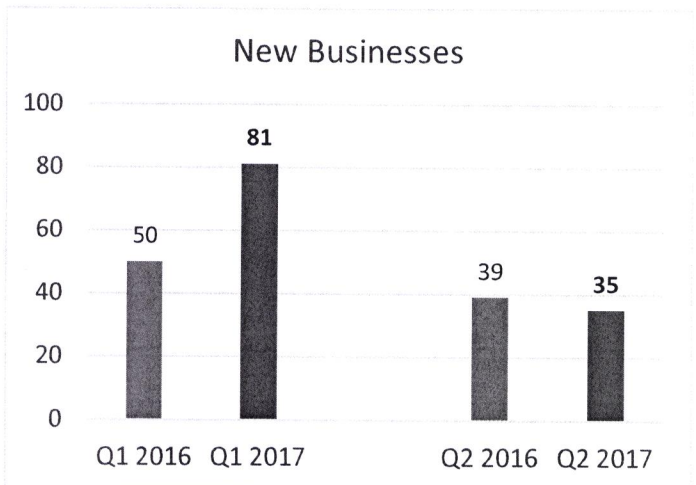
Turnover Rate (Annual)
FY 2017 (ytd) 7.16%
FY 2016 (total) 12.58%

NOTES: FY16 data includes 5 Retirements. FY17 data includes 4 Retirements. Data does not include RIFs or seasonal positions

Public Information / City Clerk



* Reflects first month of new golf cart registration



Top Employers: Cooper Lighting, Panasonic, Hoshizaki, Alenco, Randstad, Wal-Mart, Universal Environmental Services, NCR, Southland Nursing Home, Target

2017 Q2

PLANNING & DEVELOPMENT Peachtree City

PERMITS

AVG. INDIVIDUAL REVIEW TIMES

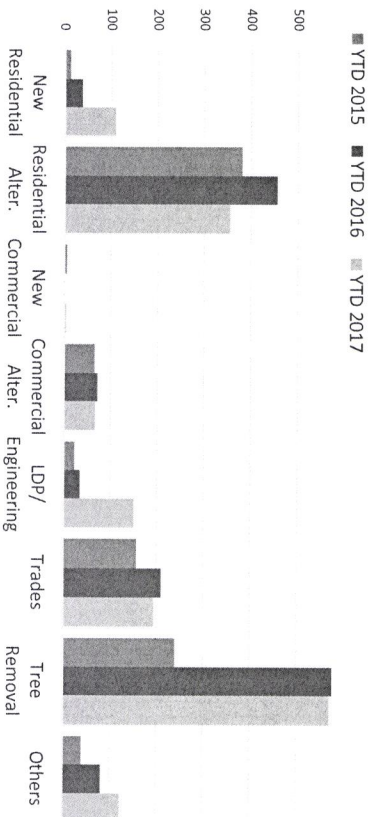
Goal: 10 Day Review Time

	Q2	YTD
Engineering	7 days	5 days
Planning	2 days	3 days
Building	9 days	7 days

PERMIT TYPES

	YTD 2015	YTD 2016	YTD 2017
New Residential	12	38	109
Residential Alterations	381	456	355
New Commercial	6	2	4
Commercial Alterations	66	72	67
LDP & Engineering	23	35	151
Trade Permits	157	210	194
Tree Removals	240	583	570
Others	40	82	123
Total Fees	925	1,478	1,573
	\$280,980	\$410,569	\$547,639

Year To Date Comparison: Permits Issued



PLAN REVIEWS

AVG. INDIVIDUAL REVIEW TIMES

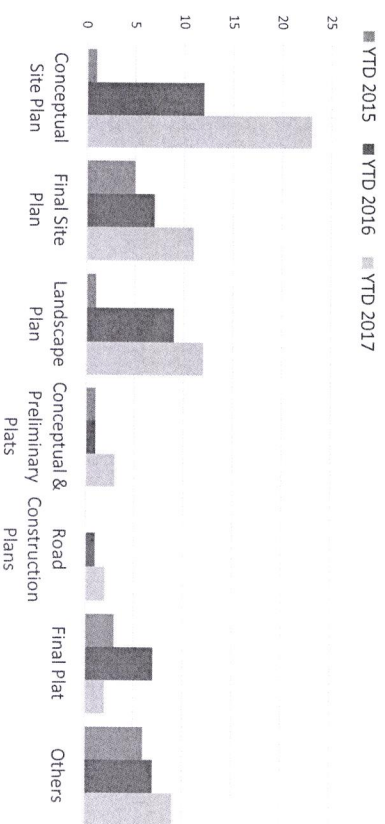
Goal: 14 Day Review Time

	Q2	YTD
Engineering	11 days	15 days
Planning	4 days	4 days
Fire Marshal	3 days	3 days

REVIEW TYPES

	YTD 2015	YTD 2016	YTD 2017
Conceptual Site Plan	1	12	23
Final Site Plan	5	7	11
Landscape Plan	1	9	12
Conceptual Plat	1	1	3
Road Plans	0	1	2
Final Plat	3	7	2
Others	6	7	9
Total	17	44	62

Year To Date Comparison: Plan Reviews



Peachtree City Code Enforcement 2nd Quarter Report 2017

	Jan - Mar 2017	Apr - Jun 2017	Apr - Jun 2016	Jul - Sep 2017	Oct - Dec 2017	2017 YTD	2016 YTD
New Cases							
NOVs Reactive	393	778	611			1171	1050
NOVs Proactive	49	84	97			133	171
Citations	324	662	473			986	813
Unfounded	4	6	19			10	23
Signs Confiscated	18	28	26			46	51
Parks Checked	147	127	557			274	774
	155	163	130			318	316

Proactive Enforcement

Proactive Enforcement

Proactive Enforcement

Proactive Enforcement



Second Quarter 2017
Goal is 80% Proactive - Actual 85.9



Second Quarter 2016
Goal is 80% Proactive - Actual 77.4

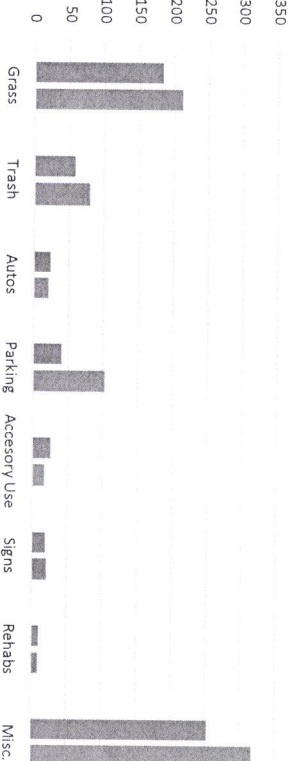


Year to Date 2017
Goal is 80% Proactive - Actual 84.2

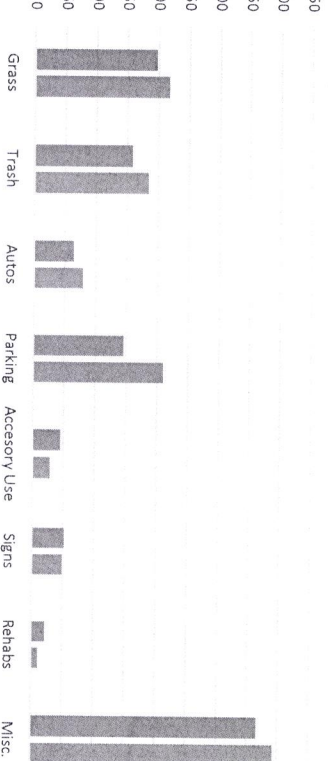


Year to Date 2016
Goal is 80% Proactive - Actual 77.4

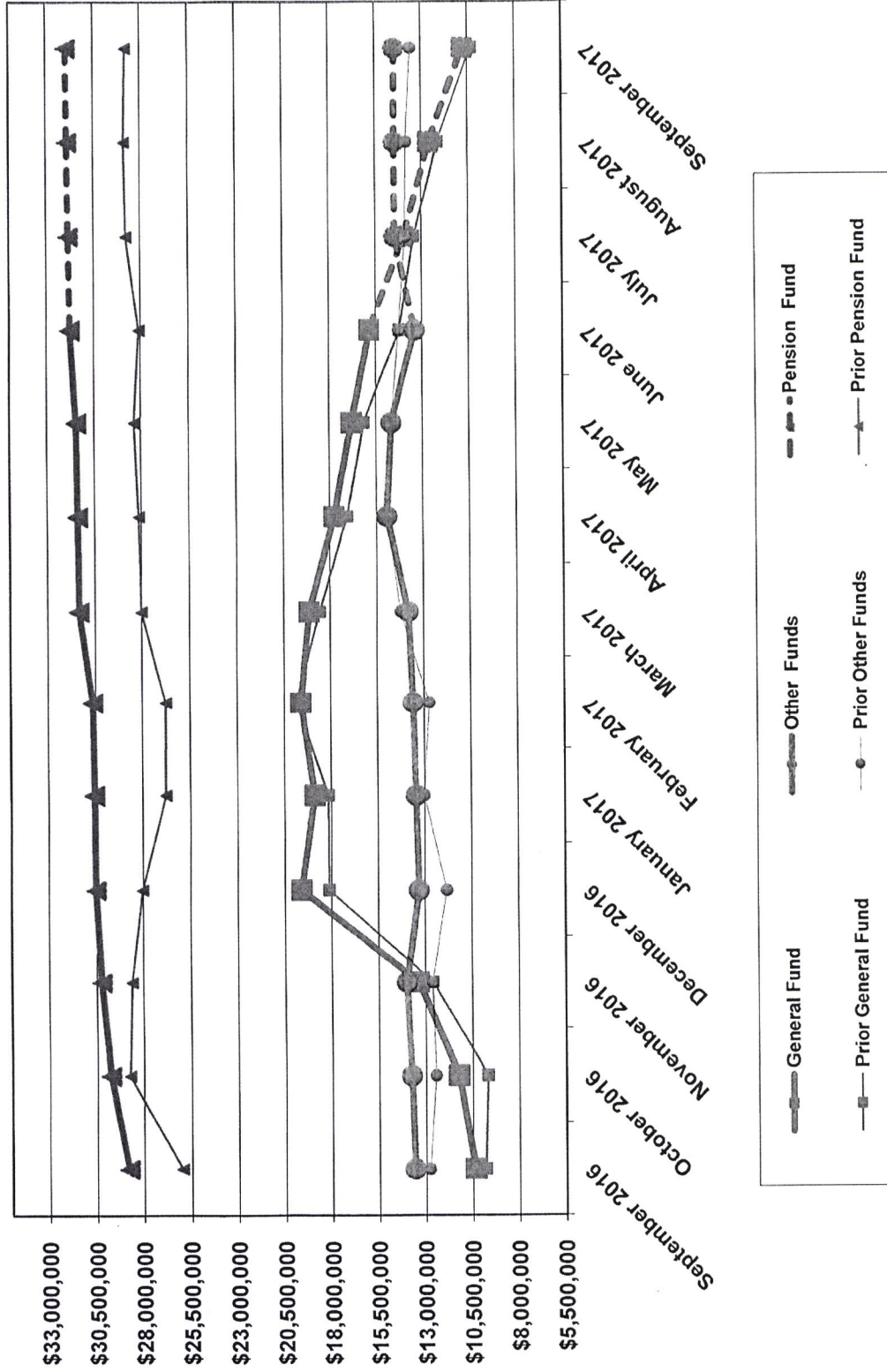
Case Types Second Quarter



Case Types Year to Date



CITY OF PEACHTREE CITY
FISCAL YEAR 2017 (with prior year comparison and current year estimates)
MONTHLY ENDING CASH/INVESTMENT BALANCES
 (UNAUDITED)



No Other Funds include Special Revenue Funds, Capital Projects Funds, Debt Service Funds, Proprietary Funds (including the Stormwater Utility Fund), and Agency Funds.

CITY OF PEACHTREE CITY
QUARTERLY REPORT
GENERAL FUND AND HOTEL/MOTEL TAX FUND
BUDGET COMPARISON (UNAUDITED)
FOR THE THIRD QUARTER
ENDED JUNE 30, 2017

PERCENTAGE OF BUDGET YEAR COMPLETED 75.0% (ACTUAL TRANSACTIONS STILL PENDING)

GENERAL FUND REVENUES BY MAJOR CATEGORIES				
Description	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
General Property Taxes	\$ 14,674,838	\$ 14,045,564	\$ (629,274)	95.71%
Franchise Taxes	2,644,990	2,432,944	(212,046)	91.98%
Local Option Sales Tax	6,877,335	5,406,680	(1,470,655)	78.62%
Other Sales & Use Taxes	852,598	643,666	(208,932)	75.49%
Business Taxes	2,567,604	2,649,238	81,634	103.18%
Licenses & Permits	1,165,640	1,088,742	(76,898)	93.40%
Intergovernmental/Grants	450,902	491,715	40,813	109.05%
Charges for Services	1,206,346	1,009,141	(197,205)	83.65%
EMS Billings	879,169	569,328	(309,841)	64.76%
Fines & Forfeitures	1,073,706	951,293	(122,413)	88.60%
Investment Income	54,876	92,382	37,506	168.35%
Other Revenue	218,067	168,144	(49,923)	77.11%
Other Financing Sources	957,557	624,079	(333,478)	65.17%
Total General Fund Revenues	\$ 33,623,628	\$ 30,172,916	\$ (3,450,712)	89.74%
Surplus Carryover	1,277,719			
Total General Fund	\$ 34,901,347			

GENERAL FUND EXPENDITURES BY DIVISION AND/OR TYPE				
Division and/or Type	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Executive Services	\$ 523,552	\$ 386,920	\$ 136,632	73.90%
Administrative Services	2,515,176	1,782,083	733,093	70.85%
Financial Services	1,530,921	1,132,748	398,173	73.99%
Police Services/Code Enforcement	6,644,041	4,844,231	1,799,810	72.91%
Fire/EMS Services	7,102,389	5,136,637	1,965,752	72.32%
Public Works/Building Maint./Engineering	7,947,941	4,161,216	3,786,725	52.36%
Planning & Development	1,239,122	943,874	295,248	76.17%
Recreation & Special Events/Ground Maint.	4,244,701	2,733,729	1,510,972	64.40%
Non-Divisional:				
Unemployment Insurance	20,000	-	20,000	0.00%
Non-Profit Organizations	25,000	25,000	-	100.00%
Transfer to Airport Authority	91,800	68,850	22,950	75.00%
Transfers to Other Funds	3,200,946	2,481,474	719,472	77.52%
Liability Insurance	116,566	69,971	46,595	60.03%
Litigation Services	234,090	94,650	139,440	40.43%
General Administration/Miscellaneous	71,400	1,685	69,715	2.36%
	3,759,802	2,741,630	1,018,172	
Budgeted Savings	(606,298)	-	(606,298)	0.00%
Total General Fund	\$ 34,901,347	\$ 23,863,068	\$ 9,527,307	68.37%

HOTEL/MOTEL FUND REVENUES				
Description	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Total Hotel/Motel Taxes	\$ 1,755,658	\$ 1,114,944	\$ (640,714)	63.51%

HOTEL/MOTEL TRANSFERS OUT				
Type	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Transfer to General Fund	\$ 768,100	\$ 618,387	\$ 149,713	80.51%
Transfer to Tourism Association	932,558	496,557	436,001	53.25%
Transfer to Amphitheater Fund	55,000			
Total Hotel/Motel Transfers Out	\$ 1,755,658	\$ 1,114,944	\$ 585,714	63.51%

CITY OF PEACHTREE CITY
FINANCIAL SERVICES
QUARTERLY REPORT
(UNAUDITED)
AS OF JUNE 30, 2017

SUMMARY OF PURCHASE ORDERS ISSUED OVER \$10,000 APPROVED BY CITY MANAGER APRIL - JUNE 2017			
Description	Vendor	Award	Date
Plumbing Lines for Meade Field	Fitzgerald & Sons	\$ 13,289.53	4/14/2017
Parkway HW Repair Construct. Oversight	Integrated Science & Engineering	15,000.00	5/1/2017
Station 81 Apparatus Bay	Froniter Electric	19,580.00	5/5/2017
Genesis Rescue E-Force Tool -AKA-Jaws of Life	Harold James Eastman Jr	35,085.00	4/14/2017
Cisco Firepower 7120 IPS/IDS	CPAK Technology	39,744.50	6/1/2017
PURCHASING REPORT FOR QUARTER ENDED JUNE 30, 2017 AND JUNE 30, 2016			
Activity	Fiscal Year 2017	Fiscal Year 2016	
Purchase Orders / Requisitions Processed	570	659	
Sealed Bids Requested	5	3	
Requests for Proposals	0	0	
Bids Awarded	5	1	
Requests for Proposals Awarded	0	1	
Contracts Prepared	5	1	
Electronic Auction	0	21	
Fixed Assets Purchases	4	6	
2017 F 350 Dump Truck			
Cisco Identity Services Engine			
Headwal Replacement P'tree Pkwy			
2017 F-750 Dump Truck			

CITY OF PEACHTREE CITY
DONATIONS RECEIVED
QUARTELY REPORT
AS OF JUNE 30, 2017

None to Report

TOTAL FOR THIRD QUARTER ENDED 6/30/17

\$ -

**CITY OF PEACHTREE CITY
LITIGATION SERVICES
FISCAL YEAR 2017 - QUARTERLY REPORT
PAID AS OF June 2017**

Litigation Services (100-1505-579130)

Vendor	Month Paid	Project	Amount
GIRMA	November	EEOC Claim	\$ 3,676.00
GIRMA	November	Accident	4,849.74
GIRMA	November	Accident	5,000.00
GIRMA	December	Accident	349.25
GIRMA	December	Accident	2,319.70
GIRMA	April	Accident	(1,050.18)
GIRMA	April	Accident	1,180.90
GIRMA	April	Accident	3,819.10
GIRMA	April	Accident	5,000.00
			\$ 25,144.51
SMITH, WELCH, WEBB	November	Ethics	\$ 73.50
			\$ 73.50
SUMNER/MEEKER	October	High Sierra	\$ 480.00
SUMNER/MEEKER	October	EEOC Claim	1,622.52
SUMNER/MEEKER	October	PTC Holdings	420.00
SUMNER/MEEKER	November	EEOC Claim	569.28
SUMNER/MEEKER	December	Accident	2,475.00
SUMNER/MEEKER	December	EEOC Claim	1,400.04
SUMNER/MEEKER	December	Rockaway	4,602.36
SUMNER/MEEKER	January	Accident	1,270.92
SUMNER/MEEKER	January	EEOC Claim	120.00
SUMNER/MEEKER	January	Rockaway	4,394.28
SUMNER/MEEKER	February	Burns	120.00
SUMNER/MEEKER	February	Camden	600.00
SUMNER/MEEKER	February	Accident	225.00
SUMNER/MEEKER	February	PTC Holdings	1,495.92
SUMNER/MEEKER	February	Rockaway	5,228.21
SUMNER/MEEKER	February	Thompson	180.00
SUMNER/MEEKER	February	Zambrano	2,800.92
SUMNER/MEEKER	March	High Sierra	4,112.52
SUMNER/MEEKER	March	PTC Holdings	675.00
SUMNER/MEEKER	March	Rockaway	1,380.00
SUMNER/MEEKER	March	Zambrano	3,340.92
SUMNER/MEEKER	April	Accident	767.52
SUMNER/MEEKER	April	High Sierra	2,250.00
SUMNER/MEEKER	April	PTC Holdings	300.00
SUMNER/MEEKER	April	Rockaway	10,474.04
SUMNER/MEEKER	April	Zambrano	360.00
SUMNER/MEEKER	May	Accident	630.00
SUMNER/MEEKER	May	High Sierra	3,375.00
SUMNER/MEEKER	May	EEOC Claim	60.00
SUMNER/MEEKER	May	PTC Holdings	300.00
SUMNER/MEEKER	May	Rockaway	4,315.56
SUMNER/MEEKER	May	Zambrano	1,230.00

SUMNER/MEEKER	June	Camden	840.00
SUMNER/MEEKER	June	Accident	595.92
SUMNER/MEEKER	June	High Sierra	2,655.00
SUMNER/MEEKER	June	PTC Holdings	1,020.00
SUMNER/MEEKER	June	Rockaway	4,522.69
SUMNER/MEEKER	June	Zambrano	745.92
			\$ 71,954.54
(Less amount charged back to FY16)			(2,522.52)
			\$ 69,432.02

Total Litigation Services to Date	\$ 94,650.03
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April - June FY2017 Litigation Expenses (100-1505-579130)	\$ 43,391.47
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Legal Fees: Lake Peachtree Dam

Total Lake Peachtree Dam Legal Fees	\$ -
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FY2017 MONTHLY REPORT LIBRARY

ACTIVITY DESCRIPTION	UNIT	October	November	December	January	February	March	April	May	June	July	August	September	FY2017 YEAR-TO-DATE	FY2016 YEAR-TO-DATE
Items - Acquired	Num.	303	434	758	242	258	436	359	300	310				3,400	2,937
Items - Circulated	Num.	29,958	26,976	24,653	27,899	29,348	30,141	26,329	30,434	37,220				262,958	268,757
Items - Loaned to Other Libraries	Num.	1,074	1,084	922	1,320	1,353	1,280	1,241	1,201	1,232				10,707	10,219
Items - Borrowed From Other Libraries	Num.	1,573	1,558	1,746	1,986	1,880	2,240	1,809	1,908	2,401				17,101	16,052
Class Visits	Num.	1	0	0	2	1	5	0	4	1				14	16
Group Meetings	Num.	39	28	23	37	45	47	36	41	22				318	377
Monthly Traffic	Num.	17,557	15,652	12,263	13,825	15,887	16,308	15,213	16,825	19,502				143,032	149,477
Children's Programs	Num.	20	15	10	13	21	19	13	13	36				160	197
Number of Participants	Num.	1,082	414	263	372	586	700	435	1,458	1,737				7,047	7,129
Adult Programs	Num.	7	9	2	5	4	4	11	6	10				58	56
Number of Participants	Num.	89	88	17	130	48	42	129	112	179				834	733
Revenue from Overdue Book Dis.	Dis.	3,665	3,235	3,676	3,421	3,613	4,159	3,753	4,296	5,055				34,873	33,676
Revenue from Copies Made	Dis.	485	427	352	565	652	846	566	391	623				4,907	5,063
Reference Assistance	Num.	1,826	1,985	1,791	1,945	1,974	2,074	1,922	2,002	2,385				17,904	14,864
Exams Proctored	Num.	29	28	31	13	14	31	24	25	15				210	212
Revenue from Proctoring	Dis.	410	370	400	160	200	400	320	380	180				2,820	2,850
Internet Usage	Num.	1,549	1,346	1,127	1,259	1,435	1,373	1,374	1,287	1,456				12,206	14,255
Volunteers	Num.	41	37	40	42	43	38	40	40	45				366	423
Number of Hours Worked	Num.	203	193	217	244	255	270	205	253	367				2,207	2,458
Digital Downloads	Num.	2,328	2,308	2,146	2,202	2,727	3,125	2,876	3,012	3,188				23,912	20,337
Electronic Reference Access (Excluding GALILEO)	Num.	341	290	811	786	973	379	267	102	254				4,203	2,681

Notes: Summer Mid way through annual Summer Reading Program(s). New A/V system has been installed in Floy Farr Room. New material (books & DVD's) will be purchased using state material grants via Flint River Regional Library System by end of July. Staff is re-evaluating streaming service with Hoopla as it has been very popular, but expensive.

PEACHTREE CITY POLICE DEPARTMENT
2017 MONTHLY REPORT

2017 2016
 Calendar Year to Date Calendar Year to Date

	2nd Qtr 2017	2nd Qtr 2016		
	April-June	April-June		
<u>TOTAL PART I CRIMES</u>	188	154	328	285
CRIMINAL HOMICIDE	0	1	0	2
FORCIBLE RAPE	0	1	0	2
ROBBERY	3	0	3	3
AGGRAVATED ASSAULT	3	3	8	8
ARSON	0	0	0	0
MOTOR VEHICLE THEFT	28	9	43	17
LARCENY - THEFT (SHOPLIFTING, ENTERING AUTOS, ETC)	145	129	262	225
BURGLARY	9	11	16	28
 <u>DUI ARRESTS</u>	 45	 32	 99	 67
 DRUG ARRESTS: Marijuana, Methamphetamine, Cocaine, Other				
 TOTAL DRUG ARRESTS	 56	 30	 96	 63
 <u>OTHER ARRESTS</u>				
 PROPERTY CRIMES	 54	 54	 81	 81
PERSON CRIMES	17	23	26	44
TRAFFIC OFFENSES	48	61	109	142
OTHER	83	65	173	132
 <u>CALLS FOR SERVICE</u>	 12,594	 11,915	 25,408	 21,406
 <u>TRAFFIC</u>				
 CITATIONS ISSUED	 2,518	 2,466	 4,568	 4,563
CITY ORDINANCES	169	128	287	202
WARNINGS	1,857	1,314	3,887	2,903
ROADWAY CRASHES	239	224	451	408

TOP 10 ACCIDENT LOCATIONS 2017

	MONTH		YTD
HWY 54 / PLANTERRA WAY	9	HWY 54 / HWY 74	45
HWY 54 / HWY 74	6	HWY 54 / PLANTERRA WAY	20
HWY 54 / HUDDLESTON RD	5	HWY 54 / LINECREEK DR	19
HWY 74 / TDK / CROSSTOWN	4	HWY 54 / HUDDLESTON RD	18
CROSSTOWN DR / PEACHTREE PKWY	3	HWY 54 / MCDUFF PKWY	18
HWY 54 / MCDUFF PKWY	3	HWY 74 / TDK / CROSSTOWN	15
HWY 54 / LINECREEK DR	2	HWY 54 / MARKETPLACE BLVD	9
HWY 54 / PEACHTREE PKWY	2	HWY 74 / KEDRON DR	8
HWY 74 / GEORGIAN PK	2	HWY 74 / ARDENLEE DR	7
HWY 74 / WISDOM RD	2	HWY 74 / GEORGIAN PARK	7

Public Works Quarterly Report

Activity Description	Unit	2nd Quarter 2017	FY2017 YTD	Annual Goal
General				
Average time to complete vandalism repairs once notified	Days	1.0	1.0	3
Average time to respond to a citizen complaint and assign action	Days	1.5	1.0	5
Streets				
Street Patching	Hrs.	0	0	2,500
Street Crack Sealing	Hrs.	0	0	435
Street General Maintenance	Hrs.	668	1,777	3,500
Storm Water Maintenance	Hrs.	1,945	3,836	8,000
Street Sweeping	Ft/Mls	1531200/290	3020160/572	0
Cart Paths				
Cart Path Paving	Ft.	23,937	26,100	47,520
Cart Path Prep	Ft.	4,803	19,886	
Time to remove trees on paths once reported	Days	1.0	1.0	2
Cart Path Drainage Maintenance	Hrs.	335	682	2,500
Cart Path General Maintenance	Hrs.	2,303	4,189	3,250
Signs				
Average time to respond to traffic sign maintenance issues	Days	1.0	1.0	2
Signs Changed over to new reflectivity and mixed letter standard (completion date 2018)	Each	4	4	350
Entrance Sign Maintenance	Each	20	27	0
Contracted Services				
Time for contractor to remove trees once notified	Days	3.0	3.0	3
Time for landscaping and mowing contractor to fix an issue once notified	Days	unresponsive/1	unresponsive/1	2
Time for contractor to remove dead animals and debris from road once notified.	Days	1.0	1.0	1
Fleet Maintenance				
Average time to complete a preventative maintenance on a Light Car/Truck	Hrs	3.5	3.5	3
Average time to complete a preventative maintenance on a Heavy Truck	Hrs	5.0	5.0	6
Average time to complete a preventative maintenance on a Heavy Equipment	Hrs	7.0	2.3	6
Ratio of time spent on preventative maintenance versus other repair items		2 to 1	2 to 1	2 to 1
Facility Maintenance				
Sports Complex Maintenance	Hrs.	1,920	3,336	2,500
Parks General Maintenance	Hrs.	685	2,568	435
Grounds/Landscape Maintenance	Hrs.	4,241	10,753	0
General Maintenance	Hrs.	1,780	2,903	2,000
Vandalism	Hrs.	12	173	0
Litter Removal	Hrs.	98	554	2,000
Building Maintenance	Hrs	764	1,304	2,500

Note: General maintenance line items include activities not included in paving operations. These include but are not limited; storm clean up, litter removal, curb repair etc.

CITY OF PEACHTREE CITY
RECREATION & SPECIAL EVENTS REVENUE
AS OF June 30, 2017

WITH COMPARISONS TO MARCH FY2014, FY2015 & FY2016

Percent of budget year completed to date: 75.00%

	ACTUAL THRU JUNE			ORIGINAL BUDGET FY 2017	BUD ADJ.	CURRENT BUDGET FY 2017	ACTUAL	
	FY 2014	FY 2015	FY 2016				THRU JUNE FY 2017	% Collected To Date
RECREATION REVENUE								
County Operating Grant	85,500	85,500	85,500	114,000		114,000	85,500	75.00%
Events	6,702	4,393	3,694	7,500		7,500	3,632	48.43%
Program Fees - Recreation	151,632	162,335	145,470	186,085	-	186,085	126,286	67.86%
Program Fees - Kedron	162,223	181,109	217,657	230,855	-	230,855	193,422	83.79%
Program Fees - Kedron Open Gym	11,852	17,414	16,088	21,811	-	21,811	17,279	79.22%
Program Fees- Athletic Tournaments	2,460	4,820	10,570	5,740	-	5,740	17,630	307.14%
Facility Maintenance Rec.- Athletic Assoc.	77,205	127,851	98,635	120,500	-	120,500	90,514	75.12%
Facility Maintenance Ked- Athletic Assoc.	11,905	523	18,527	\$7,500	-	7,500	31,745	423.27%
Facility Rental- Tennis Center	16,000	20,000	16,000	24,000		24,000	16,000	66.67%
Facility Rental - Recreation	14,654	5,333	14,753	10,500	-	10,500	6,467	61.59%
Facility Rental - Kedron	13,190	19,729	25,500	37,464	-	37,464	19,045	50.84%
Program Fees - Pool Fees/Passes	69,102	65,012	73,898	93,837	-	93,837	65,506	69.81%
Program Fees - Kedron Swim Teams	44,294	36,930	34,939	50,536	-	50,536	56,337	111.48%
Program Fees - Kedron Swim Lessons	4,473	9,912	6,076	14,020	-	14,020	7,731	55.14%
Program Fees - Rec Pool Revenue	3,641	3,775	3,899	5,600		5,600	2,335	41.70%
	\$ 674,833	\$ 744,636	\$ 771,206	\$ 929,948	\$ -	\$ 929,948	\$ 739,429	79.51%

Recreation - Spring Break Batman Lego camp (14) Judo tournament (94) Back to Basics basketball promotion (41) City Championship swim meet (800) Summer basketball has a record high 25 teams participating. Summer camps at Kedron and Glenloch are underway
Special Events - April Optimist Easter Egg Hunt (600), Huddleston Hustle (375), March for Babies (600), WWII heritage Days (2500), AVPRIDE Hawaiian Run Thingy (500), Bark for Life (130) May PTC International Triathlon (1600) All American 5K (300) Memorial Day Ceremony (325)
June CVB Southern Ground Day (500), Fayette Pregnancy Center 5K (250)
Tournaments Notes - April 28-30 Women's College Soccer Showcase (1600), May 6-7 PTB Baseball (1000), May 20-21 ATL Soccer Season Finale (2300), June 3-4 MCC SAT Girls LAX Tourney (4000), June 17-18 Southern Open Lacrosse (5500)

2017 PEACHTREE CITY AIRPORT AUTHORITY ATTENDANCE RECORD

July 13, 2017

Report Date: Month Year

Name & Date of Appointment	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Bryan LaBrecque, Chairman 1/1/2014 - 12/31/2018	5	5	0		100%
Skip Barnette, RESIGNED 7/13/2017 1/1/2013 - 12/31/2017					
Tom Fulton, Treasurer 1/1/2015 - 12/31/2019	5	5	0		100%
Michael Mitchell 1/1/2016 - 12/31/2020	5	2	3	January 12, 2017 April 13, 2017 May 11, 2017	40%
Tom Lacy 1/1/2017 - 12/31/2021	5	5	0		100%
Allen Morrison, Alternate 1/1/2017 - 12/31/2017	5	5	0		100%

2017 PEACHTREE CITY AIRPORT AUTHORITY ATTENDANCE RECORD

May 11, 2017

Report Date: Month Year

Name & Date of Appointment	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Bryan LaBrecque, Chairman 1/1/2014 - 12/31/2018	4	4	0		100%
Skip Barnette, Vice Chairman 1/1/2013 - 12/31/2017	4	2		March 9, 2017 May 11, 2017	50%
Tom Fulton, Treasurer 1/1/2015 - 12/31/2019	4	4	0		100%
Michael Mitchell 1/1/2016 - 12/31/2020	4	1		January 12, 2017 April 13, 2017 May 11, 2017	25%
Tom Lacy 1/1/2017 - 12/31/2021	4	4	0		100%
Allen Morrison, Alternate 1/1/2017 - 12/31/2017	4	4	0		100%

PEACHTREE CITY CONVENTION & VISITORS BUREAU ATTENDANCE RECORD

2 Year Term (unless specified below)

Term of Appointment

July-17

Report Date: Month Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
J.H. Hooper Business Owner 03/02/17 -09/30/17	9	4	3	1	4/19/2017	75%
Jonathan Fralick Recreation Venue 01/01/2016 - 09/30/17	9	10	8	1	4/19/2017	80%
Mike King Council 01/01/17-09/30/17	9	10	8	1	4/19/2017	80%
Hope Macaluso, Secretary/Treasurer Airport Authority 10/01/16-09/30/17	9	10	8	1	4/19/2017	80%
Vendo Toming, Business Owner 10/01/16 - 09/30/17	9	10	8	2	4/19/17, 06/21/17	80%
Patti Kadkhodaian Business Owner 03/02/17 -09/30/18	9	4	2	2	04/19/17, 06/21/17	50%
Rick Adlington Hotel/Motel 01/01/16 - 09/30/17	9	10	8	1	5/24/2017	80%

PLANNING COMMISSION ATTENDANCE RECORD

3-Year Term

JUNE 2017

Term of Appointment

Report Date: Month Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Jack Bernard 10/01/15 - 09/30/18	17	17	17	0		100%
Lisa Curtis 10/06/16 - 09/30/19	17	17	17	0		100%
Aaron Daily Vice Chairman 10/1/14 - 09/30/17	17	17	17	0		100%
Frank Destadio Chairman 04/21/11 - 09/30/18	17	17	17	1	5/8/2017	100%
JT Rabun 10/06/16 - 09/30/19	17	17	17	0		100%

PC WATER AND SEWERAGE AUTHORITY ATTENDANCE RECORD

Five (5) Year Term

June 5, 2017

Term of Appointment

Report Date: Month Day Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Bill Holland Chairman 01/17/14 - 12/31/17	11	11	10	1	03/06/2017	91%
Phil Mahler Vice-Chairman 01/01/15 - 12/31/19	11	11	11	0		100%
Frank Ward Secretary/Treasurer 08/04/16 - 12/31/18	11	11	11	0		100%
John Dufresne 02/04/16 - 12/31/20	11	11	11	0		100%
John Oakey 01/01/17 - 12/31/21	11	6	6	0		100%
Bob Grove Alternate 01/01/17 - 12/31/17	11	6	6	0		100%

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council

FROM: Jonathan N. Rorie, City Manager 

DATE: July 11, 2014

SUBJECT: Consider Appointment of Alternate for Vacant Position on the
Airport Authority Board
Consent Agenda, July 20, 2017

Recommendation:

Appoint Allen Morrison (alternate) to fulfill the unexpired term of Airport Authority board member Skip Barnette. Mr. Morrison will serve the remainder of this term that ends 12/31/2017.

Discussion:

Skip Barnett resigned on 7/13/2017, leaving a vacancy on the Airport Authority Board.

It is written in the Code of Ordinances that the alternate shall be appointed as a regular member of the authority should there be a vacancy during an unexpired term and serve the balance of the unexpired term.

It is recommended that Allen Morrison be appointed to fulfill the unexpired term of Skip Barnett, ending on 12/31/2017.

Budget Impact:

This item should have no budgetary impact.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jonathan Rorie, City Manager 
Paul Salvatore, Financial Services Director
Angela Egan, Purchasing Agent
Scott Hicks, Public Services Superintendent

FROM: David McDaniel, Facility Manager

DATE: July 11, 2017

SUBJECT: Consider quotes for Window replacement at City Hall and Library

Recommendation:

Approve purchase of replacement windows at City Hall and the Library for the quoted price of \$53,494.00 from Action Glass Company.

Discussion:

Window replacements at both City Hall and the Library actually only required the changing of glass, sealing and disposal of old glass, not the complete window unit; and not every window is in need of replacement. Two vendors responded to a request for quotes regarding replacement windows. Quotes are as follows:

VENDOR	CITY HALL	LIBRARY	TOTAL
Action Glass Company	\$48,609.00	\$4,885.00	\$53,494.00
Carden's Glass Company	\$73,294.00	\$31,917.00	\$105,211.00

Both companies provide a quality product and service. Action Glass Company focuses on commercial customers and has done many window projects within the City of Atlanta. Their low pricing is attributable to the huge volume they do. Staff has spoken to various references who all highly recommend Action Glass.

Budget Impact:

Sufficient funds were budgeted in the 2015 facility bond.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jonathan N. Rorie, City Manager

FROM: Michael Warrix, AICP
Planning and Development Director

DATE: July 13, 2017

SUBJECT: Special Use Permit – 261 Tiger Way, Dog Kennel and Grooming Facility
July 20, 2017 City Council Agenda

The property owner has withdrawn the application for this request.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jonathan N. Rorie, City Manager 

FROM: Paul J. Salvatore, Financial Services Director *P.S.*

DATE: July 14, 2017

SUBJECT: Public Hearing – FY 2018 Budget

July 20, 2017 City Council Meeting

Recommendation:

Hold public hearing to gain input from public regarding the FY 2018 proposed budget.

Discussion:

Per O.C.G.A. 36-81-5, the City is required to hold a public hearing at which time any persons wishing to be heard on the proposed budget may appear. Staff will present a brief Powerpoint presentation describing highlights of the proposed budget, and will be prepared to answer questions.

Budgetary Impact:

N/A