

City Council of Peachtree City
Agenda
May 2, 2002

7:00 p.m.

- I. Pledge of Allegiance
- II. Announcements, Awards, Special Recognition
Proclaim May 12-18 as Domestic Violence Awareness Week
Proclamation for Older Americans Month
- III. Minutes
March 15-16, 2002 Retreat Minutes
- IV. Monthly Reports
- V. Consent Agenda
 - 1. Appointments to Library Commission
 - 2. Consider List of Surplus Items
 - 3. Consider Library Meeting Room Policy
 - 4. Consider Canceling July 4th Meeting
- VI. Old Agenda Items
 - 02-02-03 Consider Amendment to Intergovernmental Agreement with the Development Authority
 - 01-02-11 Consider Amendment to Intergovernmental Agreement with the Airport Authority
 - 04-02-07 Consider Funding for Great Georgia Airshow
- VII. New Agenda Items
 - 05-02-01 Consider Model Rocket Ordinance
 - 05-02-02 WASA Bond Issue Report
- VIII. Council/Staff Topics
- IX. Executive Session

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

**2002 CITY COUNCIL RETREAT
MINUTES
March 15 – 16, 2002
Wyndham Peachtree Conference Center**

Friday, March 15, 2002

Mayor Brown called the meeting to order at 8:00 a.m. Other Council Members present were Annie McMenamin, Steve Rapson, Dan Tennant, and Murray Weed.

1. Council Discussion/Added Agenda Items

2. Discuss Council Vision for Spending Priorities

Brown asked Council to come up with a rationale for spending priorities since it would be a tight budget year. Brown's list of spending priorities included Essential Public Safety Facilities and Equipment, Infrastructure Improvements (SR-54 Livable Centers Initiative and Resurfacing of City Streets and Cart Paths), Acquisition of Greenspace Land, Administrative Facilities and Equipment, Recreational Facilities and Equipment, and Increases in the Operating Budget.

McMenamin said there was ample time to set priorities during budget reviews when Council had all the information before them. Brown said it was a continuous process and that Council needed a spending philosophy regarding what was important to Council. Brown cited for example certain properties the City wanted to acquire that would not be available a few years from now. He said the properties were commercial and would be too expensive for the City to buy. Rapson commented that when he was the City's budget director he always thought Retreat was a good time to get a "heads up" on spending issues. He continued that it would be nice for Finance Director Paul Salvatore to know what was important in March rather than August when he was trying to look at the tax digest.

Brown continued that he was not saying they should establish specific projects, but rather what direction they should be going. He said Council should look at where they wanted the City to be in 25 years and how they would get there. He did not want to raise taxes. Rapson said there was already a sound five-year PIP and they would not have to raise taxes. They would have to look at how the revenues were impacted. Once the revenue streams were evaluated they would know what money they had, then they could go to actuals. They had to realize there were no sacred cows. They should look at the capital program and staffing, then look at the millage rate.

McMenamin noted that Council did not know what public safety and health would tell them. She agreed that valuable land should be worked into the budget, but it should not be a priority. Brown said that what was in the five-year plan now might not be what Council wanted in five years. The PIP might need to shift to take advantage of something. McMenamin told Brown he would see that things changed and priorities shifted. Rapson said the LCI plans and greenspace needed to be jumped on while the opportunity was there. McMenamin said that was being worked on. Weed said he did not happen to care for Brown's list of priorities. He did not disagree with the list, just the order of the priorities. All of the items were important and should be in some priority.

3. Reevaluate Cash Reserve Fund Balance Policy

Rapson said he wanted to look at the policy and was concerned from a credit agency rating point-of-view. His concerns after talking with Salvatore were cash flow, revenue stabilization, and the contingency fund. Rapson proposed the City go to a 2-month reserve. He explained the \$4 million

was a 28% reserve and was too large for a city this size. Usually a cash reserve that large was for cities/counties that ran large utilities. Rapson said he agreed with Salvatore that 5% was not enough for a PIP reserve. He said \$800,000 in the Self-Insurance Fund was enough for now and the future goal should be \$1 million.

Rapson said the City's reserves should be \$3.8 million, or 16.67%. Rapson continued that the average citizen would say that was too much. He recommended lowering cash flow, revenue stabilization, and Council Contingency to 16%, which had the impact of shifting from reserve policy to \$1.7 million. To remain solvent in 2004, there would have to be a 16.2% increase in the millage. If the reserves were reduced, the millage rate could stay flat. From a true cash perspective, the City wanted to be at 16.67%. If they were addressing what rating agencies looked at, the City was well above that.

Rapson said he would like Salvatore to re-draft CAR 11-2 with those recommendations. McMenamin said this was an opportunity to get input from Salvatore and from the directors and chiefs. Rapson said the only person really impacted was Salvatore. Salvatore said this was something he needed to discuss with City Manager Jim Basinger before cutting the reserves \$1 million or more. Brown said he saw merit to what Rapson was saying. Rapson said to let Salvatore talk to Basinger, and then Basinger could talk to him. He did not think it would be a problem.

Tennant asked, if Rapson's recommendation provided for millage rate stability, did that mean the millage rate would not be raised for five years. Rapson said yes. He added that Salvatore did not want to propose millage rate increases, but to fund the cash reserve balances he had to do that.

4. Discuss creation of \$50,000 Match Grant Fund to Encourage and Leverage Federal and State Grants

Rapson stated he wanted the directors and chiefs to actively pursue grants. They were to some extent penalized when they sought cash match grants so he wanted a grant match fund on the operating side of the house with \$50,000. He wanted another bucket of money so those grant dollars could be leveraged. The purpose of the fund was so the City could apply for grants that were not in-kind.

McMenamin pointed out that sometimes the operational costs were more than the City could afford. Rapson agreed and said the City could get the grant money, but if it cost \$300,000 a year to operate something, then that cost would be forever. Rapson said he agreed with McMenamin and wanted any grant applications to come before Council so Council could look at them. McMenamin added she was also concerned if Council needed the funds for something else. Brown said the funds could be re-directed. Rapson continued that some funds could be put in an account to accrue interest. Weed asked Rapson where he got the \$50,000 figure for the fund. Rapson said he just wanted to make sure it was adequately funded.

Leisure Services Director Randy Gaddo said his department had tried for several grants but found that the City did not qualify for them because of participation in the school lunch program. Finding grants and putting them together was an art. The City also needed to look at how to package grants. Rapson agreed and said after the grant money started to come in the City could hire a grants person. The City would have to be able to offer a competitive salary. Brown said the grant process was hard, some with more than 300 pages of paperwork. He said he would talk to GMA about simplifying the process. Weed noted that the All Children's Playground had applied for grants and found the City was punished because it did not have some of the problems other cities faced.

5. Discuss Freeze on Tax Assessment for Homeowners Age 70-Plus

Brown explained that a good number of Seniors in the City were talking about moving to Senoia or Sharpsburg. They were feeling price pressured and felt they could still enjoy the City's amenities, but would have lower taxes elsewhere. DeKalb County was interested in the same thing. Brown said it was a balance and that Seniors were important to the community. If more could be brought in, the community would be much better off. Seniors owned homes, had no children in the school system, were not on the roads during rush hour, and did not commit crimes. Enabling legislation was required to put a freeze on tax assessments for senior homeowners.

City Attorney Rick Lindsey said it would have to go through the legislature, and then a referendum. It would be 2004 at the earliest before it would get done. Salvatore added that he had talked to Fayette County Tax Commissioner George Wingo and Wingo said there was also an income requirement with a sliding scale.

Brown said he chose the age of 70 just to lessen the strain on the budget. He had tried to find a happy medium so it would not be so painful for the City. Jim Toombs commented that it was a "feel good" thing and they were talking about pennies on the dollar. McMenamin said money would have to be spent on a referendum and it should be done during an election year. She said Council had to look at what would be gained and lost.

Weed pointed out that no one had done an economic model. Rapson said it would not happen unless the people of Peachtree City wanted it. He said it was not a lot of money for the City, but was a quality of life issue for some Seniors.

Gary Rower asked if the numbers had been mean tested. If income was a factor, then the numbers were invalid because of the economic status of the people involved. There might be 1,200 Seniors, but only 300 might be involved. Rapson said he did not care if it was 300 or 1,200 people, it was a quality of life issue for those 300 people.

Weed said it would be a good economic tool for the Development Authority. Tennant noted his father, who was in his seventies, called such tax assessments a "feel good" measure that could send a negative message to working people. It was giving a special break to a special interest group. McMenamin pointed out that Seniors were buying needs, not wants, and did not contribute as much to the community. She reiterated that she hoped the referendum would be done at election time so it was not an extra expense. Rapson continued that the bottom line was that if people did not want it, it would not go.

6. Discuss Costs to be Included in Total Costs of Capital Projects

Rapson explained that he wanted to know all of the costs associated with a project. He used the Westside fire station for an example, which included the associated costs, such as equipment and operating costs. Council would know the true cost of a project. The City might be able to afford to build the project, but not to provide the operating costs. It would allow Council to make sound financial decisions. McMenamin agreed. Rapson added it would also give guidance on things that could go into the five-year plan. Administrative Services Director Jane Miller said it could go into a financial CAR, rather than a resolution.

7. Discuss Comprehensive Financial Analysis of Development Authority and the Airport Authority

Brown asked if anyone had any questions. Weed said he had asked for more detail from the DAPC. Brown said they would have that on Saturday, March 16. He added there was also a 50-year locked-down agreement with the DAPC put in place by the former Mayor. McMenamin said Council had approved the agreement. Brown said Council would discuss the issues with the DAPC on Saturday. Salvatore then presented the highlights of the DAPC and Airport Authority finances (a copy of the PowerPoint presentation was included in the official meeting file).

8. Finance Overview

Encl. A – Finance/Budget Review

Encl. B – Ten-Year Revenue and Expenditure Projections

Salvatore gave a PowerPoint presentation of the finance/budget review (included in the official meeting file). Salvatore noted Georgia Power revenues were \$41,000 under budget and that he had called the company for a breakdown.

Salvatore continued the City was about five to six percent ahead on projections overall. All of the other revenues, aside from hotel/motel tax and interest earnings, were tracking well. Rapson said if the windfall from the insurance tax was backed out of the budget, the budget was basically flat. Brown commented that he was probably the only Mayor at a recent GMA (Georgia Municipal Association) event that was not taking huge hits in the budget. Salvatore said the sales tax holidays approved by the Legislature might cost the City between \$40,000 and \$50,000. McMenamin pointed out that was an unfunded mandate from the Governor and that a strong message needed to be sent to the City's legislators. Rapson said the holidays would hurt the state more than anything.

Council looked at the Council Contingency Fund next. Rapson asked if there was a consensus to put the not-for-profit and reward funds as their own line items. He said it would be easier if the funds were not part of the Contingency Fund balance. Miller said the not-for-profit donations made to Fayette Senior Services and the Fayette County Council on Domestic Violence were made every year, but not until a written request was received. The combined donations were \$13,500. Brown said Rapson's suggestion made sense, but they would want an accurate figure. Rapson said the \$300,000 set aside in the Contingency Reserve Fund for the Public Safety Retirement Program was a perfect example. The funds available appeared to be \$488,000 when there was really only \$188,000 available.

In discussing employee insurance, Rapson said he would like to see an RFP go out to wrap the all of the non-health insurance elements into one package for bid. The package should include life, long-term, short-term, worker's comp, and other insurance. Rapson said the City might actually pay the same number of dollars, but the benefits would be better. Miller said the City could cancel GMA insurance at any time and would look at an RFP. Weed said medical and dental insurance could be included in the future.

Salvatore told Council that staff was working with the City auditors on an implementation plan for GASB 34 compliance. The FY 2002 budget included \$6,300 for those services, but the funds were currently impounded. Salvatore said he would like to have those funds released. Rapson agreed.

Salvatore reviewed the Ten-Year Revenue and Expenditure Projections with Council. He said he wanted to be proactive in designing long-term financial strategies. They helped the City keep its head above water. Rapson said he had some concerns and would like to discuss them with Salvatore and Basinger. Salvatore said he had been very conservative on revenues. He thought revenues and expenses would be more. Rapson commented that overall it was a pretty good ten-year plan. The only other uncertainty was some county contributions. Brown said they obviously needed to get together to talk about reserves.

9. Review of Construction Projects

City Engineer Troy Besseche reviewed the transportation projects and construction projects for the year. (Copy of the presentation included in meeting file.)

Fred Gisler, president of the Girls' Softball Association, spoke to Council regarding paving the parking lot at Meade Field. Besseche said there was roughly 1.5 acres of the gravel lot. They were looking at 81,000 square feet of paving for 154 spaces. The paving would cost \$258,000 and a detention area needed to be installed. Gisler said the program supported about 350 girls in recreational and competitive softball. He said the association had been waiting for their turn for a parking lot for five years. He noted that the Association had put in other improvements at the Meade Field such as the batting cages and the pavilion. Rapson said paving the parking lot was consistent with the Master Plan. Gaddo agreed.

Salvatore said the \$250,000 would be in full compliance with the landscaping requirements. Rapson said this would be a classic joint effort between the City and County. The City could do the curbing and the County could do the paving. He continued the City should require the same landscaping of itself as it did from developers and it should be funded accordingly. Rapson said to talk to Basinger and work it into the 2003 plan. Salvatore said there was \$50,000 budgeted for the road.

Besseche said the Gerald Reed Memorial Park was originally budgeted at \$30,000. The budget was currently \$99,000. Besseche said an underpass was planned when the road was widened and that would take a portion of the park. Staff had suggested naming the new Westside fire station after Reed instead since there were some problems with the parcel. Besseche said that would pay tribute to Reed and allow the City to do what was necessary with the corner. McMenamin said her concern was that Council had committed to greenspace in his name. Besseche said if the parcel needed to stay a greenspace with a monument that would be fine. Brown said some industrial folks, as well as others, had cited interest in the property. After staff discussions, they wanted to keep the parcel from going commercial. McMenamin said they had also discussed using it as a soft entrance to the industrial park. Besseche and Salvatore said the project was still budgeted. Weed said they had been looking for greenspace and this was space the City already had. Tennant said the City could certainly sell the parcel, but he agreed with Weed. Brown continued that the adjoining property owner, whom he noted was a campaign contributor, had asked about the parcel. His company needed parking space for employees. Rapson commented that the budget in total for the park was \$75,000 and he was not completely sure the City would need the Westside fire station. Tennant said Council was committed to the park, as a memorial for Reed and Council did not want to go back on its word. Gaddo asked if the tunnel would take up an extensive amount of land. Besseche said it would and it would be located near the Cawood property. Tennant questioned why Council was talking about it since the parcel was greenspace and they wanted to keep greenspace.

Brown reported on a meeting with the Coweta County Board of Commissioners on the proposed extension of TDK Boulevard. Brown said if Council wanted TDK as a traffic relief valve, then Council had to make sure Coweta County wanted the same thing. When impediments were put in an area, the ability as a traffic relief valve was lost.

Tennant commented that Council had no control over what the other side (Coweta) would do. There would be some development along the area whether the TDK extension was built or not. Brown wanted to ask Coweta if they had considered access roads in the area to disperse the local traffic off the road. McMenamin pointed out it was still Mutt Hunter's area and he envisioned it as a multi-use area. Developmental Services Director Jim Williams said Hunter was willing to accept the development the property owners wanted to put in the area. Brown said he wanted to develop a master plan for both jurisdictions and wanted to know how long the road would be used as intended.

Besseche reminded Council that all the bids that were submitted for The Gathering Place expansion came in over budget. He said staff would like to re-bid the expansion. Besseche and Gaddo felt the City would get a better price. Besseche continued that there had been some changes to the plan. Gaddo said the plan kept the square footage, but the computer room had been turned into a general programming space. The basement would be used for storage and could possibly be renovated at a later date. Besseche pointed out the basement was not a big expense in the project due to the fall of the land. He added that staff's intended approach was to re-bid the project, with a number of alternatives so there was room for negotiation.

10. Five-Year Staff Plan

Salvatore explained that the Five-Year Staff Plan was another financial tool in developing the operating and capital budgets. Staff had received instructions for no new employees for 2003. Salvatore presented a Power Point presentation (included in the meeting file).

11. Five Year Public Improvement Program (PIP)

Salvatore recapped the major projects and said the usual five percent increases had been budgeted. Fayette County would be taking over some of the road paving, but Salvatore said there would not be much of a savings. Halterman agreed and said the City had to purchase asphalt at the County's price and also provide flagmen and clean-up. Halterman said he would do a detailed analysis of the cost. Brown asked if some things could be sub-contracted for less. Halterman said some of the items were included as part of the cost. Brown asked if the City could employ someone to do the hauling and flagging. Halterman said that would incur an additional cost. Rapson said it sounded like some of the dollars might need to be realigned from the PIP to the operating budget. Halterman said he was trying to work the details out and was working on the agreement now.

Salvatore continued that the City had received grant funding for the Highway 54 culverts and utility relocation. Brown added staff was talking to the Department of Transportation (DOT) about picking up the cost of the Georgia Power relocation. Salvatore said the library expansion would depend on the availability of grant money from the state. Gaddo said he had talked to the state and there were no promises. Most of the grant packages had been turned in years ago and the City had to get in the queue.

Wayne Roberts, president of the Wynnmeade Homeowners Association, reported that the subdivision was getting \$20,000-\$25,000 from Ultima for the playground, which was about a third of the cost.

Halterman reported that the City would find out this year if there were a savings in letting the County do the street resurfacing. The City received \$144,000 in LARP (Local Assistance Road Program) funds this year, the most ever. Halterman continued that cart paths were included in the budget every year and were constructed when the need arose. Rapson asked about the possibility of putting paths to the Starrs' Mill school complex. Halterman said the City had put paths in to the properties and the school system had paid the cost. Rapson felt it would be good for the City's relationship with the school board to put in a cart path.

12. Update on Proposed System for Televising Meetings

Technical Support Manager Matt Robinson presented a PowerPoint on the hardware that would be needed to televise Council meetings. The RFPs were sent February 18 and returned on March 3. Two companies responded. Brown said a meeting had been held with two AT&T engineers who laughed at the costs given in the RFPs. The engineers were going to break down the costs and give the City a realistic price. Robinson said both companies would give a presentation so staff could judge the quality of the equipment. The companies were MCSi from Norcross at \$183,830 and Ultimate Security from Fayetteville at \$38,945. Williams asked about the sound system. Robinson said the current system was old, but in good shape. He added that there needed to be some training for the employees who use the system. The audio feed would come out of the current system. McMenamin said she would like a total price and staff requirements. Robinson noted that the equipment would be too much for the recording secretary to handle and another person would be required at meetings to handle the equipment. The actual broadcast would be tape-delayed. McMenamin asked if there would be any editing and Robinson said no. Tennant said he would like to see the Planning Commission meetings taped and broadcast also. Weed said that he supported anything that got the message out, depending on the cost, but there were other things that were more important. Tennant commented that this project affected everybody and brought government to the people. Weed said when it came to dollars and cents he would rather spend the money on other things since people could attend the meetings. Brown said the costs would be pared down and that Council might see corporate sponsorship of the broadcasts. McMenamin felt there was no interest for the broadcasts in the community, but said she was willing to look at the matter. Tennant disagreed and said he had talked with residents in all walks of life and who liked the idea. McMenamin pointed out there would be no public input and that the action would have already taken place. Tennant said it was strictly to let people see what happened. Rapson said he agreed with Weed. The broadcasts would provide information for the citizens and a cost from \$0 to \$30,000 would be agreeable, but not \$180,000.

13. Discuss Regional Fire Training Center

Fire Chief Stony Lohr gave a PowerPoint presentation for a plan for a proposed Accredited Training and Certification Organization (ATCO) facility. It would be a regional facility designed to support the City all the time. Lohr said the purpose of the facility would be to train firefighters to national requirements. Brown asked if there was a problem with another jurisdiction using the facilities and paying a fee. Lohr said there was not, but the jurisdiction would have to follow certain criteria. McMenamin asked if the facility could be given regional training center status. Lohr said the facility would have to meet classroom requirements. Weed asked if the facility would help with ISO ratings. Lohr answered yes, but said the biggest reason for the facility here would be to help train the City's professional/volunteer department.

14. Discuss Traffic Calming Devices

Besseche gave a PowerPoint presentation on the types of traffic complaints received by the City and on traffic calming devices. Staff identified 14 streets to consider for such devices. The list includes Bluesmoke Trail, Bridlepath Lane, Crabapple Lane West, Golfview Drive, Hip Pocket Road, Kelly Green, Pinegate Road, Planterra Way, Smokerise Trace/Point, Sumner Road, Terrane Ridge, Willow Road, Walnut Grove Road, and Wynnmeade Parkway.

Many interested residents attended the meeting including Mr. and Mrs. Pete Fritts, Mr. and Mrs. Woody Joyner, Greg Francis, Mr. and Mrs. Grady B. Stone, Skip Mason, Mr. and Mrs. Owen Cook, Marlene Fulkerson, Nancy Nelms, Marilyn Smith, Wayne Roberts, Alvin Baird, David Cree, Gary Ricards, Mr. and Mrs. Robert Fernbacher, Molly Kuebler, Judy Henson, Kevin Forkin, Doug Gunden, Al Moore, Robert Graham, Michelle Gillespie, Joe Keubler, Walter Mashburn, Mr. and Mrs. Larry Baskin, Ken Fork, Mr. and Mrs. Mark Sturgill, Esther Moseley, Don Scartz, Clyde and Mary Louise Finley, Mr. and Mrs. Roy Henson, Mr. and Mrs. Dominic Pileri, Robert Garrard, Mr. and Mrs. Al Corry, and Walter Alewine.

Most of the residents addressed the speed of the drivers as the primary problem in their respective neighborhoods. Golfview residents noted there were no sidewalks or cart paths on their street, which was an additional danger for pedestrians. Golfview residents told Council that although there had been no serious, or fatal, accidents on the street, there had been a lot of property damage from accidents such as destroyed mailboxes and landscaping. The residents also told Council that drivers would pass slower vehicles and some of the property damage was the result of drivers trying to avoid head-on collisions.

Chief Lohr addressed problems with traffic calming devices for emergency vehicles. He pointed out that some traffic calming devices would adversely impact emergency response, patient care, and would damage emergency vehicles. Chief Murray told Council the number one call to the Police Department was about speed. He gave the most recent statistics on speed and the number of cars that travel on Golfview. Murray said he supported the use of traffic calming devices, but there needed to be a long-term plan to keep neighborhoods safe. He added that the plans might be different in various parts of the City.

Brown stated that, while several areas had legitimate concerns, Golfview Drive should be given priority because of "thrill hill," the road curves, the number of incidents and the substantial senior citizen population. Brown continued that the proposed problems with emergency vehicles could be solved by possibly re-routing them.

Tennant suggested making the Golfview loop a one-way street. He said that would discourage cut through traffic as well as providing an area for pedestrians and golf carts. It would also discourage passing on the residential street, which has some geographical obstacles such as a steep hill and blind curves. Council agreed to have staff collect data, meet with each other to look at options, and then make recommendations to Council.

15. Discuss Establishment of Prerequisites for All Commission Positions and Multi-jurisdictional Training – Moved to the end of the agenda

16. Discuss Council Member Weed's List of Topics

Consider Creating a Dog Park

Weed commented that several of his topics had been covered during the day's discussions and noted there were just a few items left. Weed said that dog parks were becoming well known in the state and could be as simple as a fenced-in area with signage. Weed said there was a liability issue, but the liability would be the same as any other City facility. Weed said he thought a dog park could be done effectively. Tennant and Rapson asked Weed if he had a location in mind. Weed said he would like to go over possible sites with Gaddo. Tennant asked what would happen when the dogs got excited and there was a conflict. Weed said the master was expected to maintain control over the dogs. Brown commented that he had had some experience with dog parks. If the dogs could not be controlled, the dogs were not allowed back in the park. Carol Fritz told the Council Members that the idea had also been proposed a few years ago and she and Basinger had researched the possibility. They found that dog parks that were initiated and done by the dog owners were the most successful. The dog owners determined the rules and dogs and owners that did not play by their rules were not allowed to use the park. Fritz added that the City could provide the land. McMenamin suggested Judy Kilgore would be a good person to serve on a dog park committee. Weed said that a public/private partnership would be a good way to do it. The Humane Society had volunteers that were interested in a dog park project.

Participate in "Georgia Better Home Town" Program

Weed explained that the Georgia Better Hometown Program was an offshoot of the Mainstreet USA program and described the program as a "less expensive cousin." One of the criticisms he had heard of the City was the fact there was no central area for downtown. He saw the program as a way to provide a forum to develop a vital City center. There were qualifications for the program, which was designed for cities with populations of 10,000 and below. Weed continued that the program could serve as a way to work with sister cities Woolsey, Brooks, and Tyrone. Weed noted that at least a part-time employee paid no less than minimum wage was a requirement for the program. Weed also saw participation in the program as an avenue to foster relationships with UGA and the Department of Community Affairs (DCA). McMenamin said all the County's cities had been invited to the April 9 Association of Fayette County Governments meeting to give a presentation on their activities. She hoped to have a Fayette County Week with a round robin of activities available. She asked Weed if participation in the Hometown program would dilute the City's village concept and how it would affect Drake Field and City Hall Plaza. Weed agreed it was an important caution.

Enforce Local Ordinances to Prevent Crime and Enhance Property Values/Noise Abatement

Weed referred to a Georgia model statute that dealt with nuisance abatement. He wanted the City to consider adopting Title 41, which allowed the City to prosecute nuisances and deal with them in Municipal Court. He said the Code section would allow the City to deal with issues such as drug problem houses and unsafe housing. Lindsey pointed out that the City was doing some of the things addressed in the Code, but not all and should look into it. Tami Babb, Code Enforcement, told Council unsafe residences were looked at under City ordinance. Weed suggested using all the tools in the toolbox and cited state codes that would help. Weed said the best part about using state law was that the City would get paid when the property was sold on the courthouse steps. Lindsey pointed out that the City had adopted the Standard Unsafe Building Code a few years ago. Weed said the process he was proposing cut the time and notice provisions of that Code in half. Babb said the City had three houses that were demolished because they were unsafe. The notices were sent to owners with a 45-day deadline. She said the City worked with the owners to get the necessary work done. Lindsey said most people resisted, but worked out the repairs. He agreed with Weed that the problem was not going to get better. If more could be done, then why not do it? Weed continued that the state law had

a variety of paths that could be taken and the Standard Unsafe Building Code could also be used. Police Chief Murray said the police could also get involved and pointed out there would be issues in the future in two or three neighborhoods. Rapson said his biggest concern was that when the code violators were taken to court, the State Court might have a more lenient judge. If the judge did not back up the City, then the meat was taken out of the violation.

Initiate Easy Access to Local Government

Weed said he would like to hold meetings in the neighborhoods. He noted that as long as notice was given, there was a quorum, and there was someone to take minutes, a meeting could be held anywhere. He said he wanted to give the idea serious consideration and that the newer members of Council wanted to make public access easier. McMenamin said she would agree to hold a workshop somewhere else, but she felt continuity was more important and that official meetings should not be moved. McMenamin said a workshop in a neighborhood might be a good idea when there was an item with a lot of discussion. Weed stated he would like for Council to think about the idea along the lines of how Council can take government out to the public. Council discussed some members attending homeowners association meetings to help communicate with residents.

Create a Local Scottish Festival Promoting Our "Scottish" Named Villages

Weed said one of the basic functions of government was to provide a higher quality of life than people would have otherwise. One way to do that was to hold festivals, which helped with the economic impact and brought people to the City. Tennant said he thought it was a great idea and added that the annual Shakerag festival was a lot of fun. He said Weed's idea was more entertainment than arts and crafts.

17. Update on Electronic Public Services Initiative (On-line Services)

System Administrator Brad Williams updated Council on the City's on-line services. Present services included VELO-City, Recreation registration, discussion forums, AT&T complaint forms, and Municipal Code ordinances. Williams said VELO-City was the "Virtual Entrance to Locate and Order" City services. On-line recreation registration began about five months ago and about 35-45 credit card registrations were processed per month. Williams pointed out this was the City's first experiment on taking credit card payments. They were still taking feedback, but overall the program seemed to be going well. A discussion forum was set up for the Moratorium Committees. Williams continued that AT&T let the City put the complaint form on the website at the height of the complaints. Residents could enter all the information on the form and a copy was e-mailed to AT&T and to the City. The form was working well. Williams added that when different departments ran surveys the survey was placed on the website so residents could respond.

Williams continued that future on-line services would include the Planning Commission and Council minutes. The minutes would be searchable by key word. His department was in the process of archiving everything on-line. They were working on traffic citation payment, but Williams pointed out that was more involved than recreation registration. Williams said they were also working on putting accident reports on-line so people would not have to go to the Police Department to get them. Murray said putting the accident reports on-line would alleviate a lot of the walk-in traffic at the Police Department. Williams said they were also working on cable casting the City meetings on Cable Channel 23.

Weed discussed his idea for an information kiosk with Williams and Robinson, who supported the idea and will continue to look into Weed's suggestion.

18. Study Circle/Focus Group for Teens

Gaddo said the City had looked at teen center since 1988. The City had tried and private industry had tried to get a teen center to work. Now, staff wanted to approach the issue from the perspective of what the needs were.

Brown reported on a man who did a master study for the City of Decatur. Brown said he saw the study at an ARC meeting and that it was a very good document. The man came up with different study groups of mixed demographics. The study circles came up with suggestions the government and staff had never thought about.

Gaddo continued that a study circle was comprised of 8-12 people and as many as 200 people could be involved. The groups were led by a trained facilitator who was a resident trained by the master facilitator. The entire group met once at the beginning of the study and once at the end, and then an action plan was developed based on the findings and suggestions of the study circles. Brown added that once there was a set of well-trained facilitators, they could be called up again for other issues.

McMenamin said the YMCA might have some trained facilitators and added that the Commission on Children and Youth was set up using the same type of forum. Gaddo said the follow through was most important. The CCY lost focus. The study circles normally took about three months to complete the process, but the amount of time depended on the issues.

Gaddo introduced Andrew Pope, a volunteer with youth. Pope asked who would serve on the study circles and how they would know about teen issues. McMenamin said teens were incorporated in the earlier forums. Brown said he did not want all teens in the study circles, but a mixture of demographics. As the circles came up with solutions, everybody bought into them and helped create the solution. Gaddo added that mixed demographics also developed mutual understanding. Pope asked how an action plan would be carried out. Brown said there were a variety of ways. In Decatur, a strategic plan was part of the final solution, which went back to the elected officials who assigned it to a specific department.

Tennant said Brown's concept was the right approach. He felt strongly there was a significant void for teens in the community. Tennant continued there needed to be a buy-in all the way around and he had a list of people willing to become involved. Gaddo pointed out that all of the study circles would be made up of the same demographics.

19. Discuss Citizens Comments on City Flag

Gaddo said about 81 comments had been received and they were overwhelmingly negative. He brought the question back to Council to see what direction they wanted to go. He introduced Dave Waggoner and his grandson, Dylan. Waggoner brought in a drawing of his grandson's when the City first started talking about a flag. Dylan gave each of the Council Members mock-ups of his drawing and explained what it meant. Weed commented that Dylan's flag was very appealing.

15. Discuss Establishment of Pre-requisites for All Commission Positions and Multi-jurisdictional Training

Brown said he was thinking of the Planning Commission when he thought about this. The Planning Commissioners had a lot of responsibility and made decisions that impacted the City for a number of

years. On-the-job training in such a position was not the way to go. Brown said residents could take the training as a pre-requisite, and then apply for a commission/authority position, or the appointment date could be moved forward so appointees could take the training before their terms began. The ARC offered training classes. Brown felt the training would help the commissioners be more confident in their decisions. He also suggested some annual training classes to keep them up-to-date.

McMenamin agreed that the training would be good; however, she said she would not want a person to not apply because they had not taken the classes. Weed said he did not support training as a prerequisite to applying for an appointment. McMenamin suggested Jim Williams could conduct the training himself. Brown said the ARC would bring the class to the City and that the training was basically Planning Commission 101 and was multi-jurisdictional. Williams suggested letting staff organize the training and pull in experts to assist.

Saturday, March 16, 2002

Airport Authority

Cathy Nemes, PCAA chair, and Jerry Cobb, PCAA member, attended the retreat along with Airport Director Jim Savage. Jim Toombs and Stan Smith, Falcon Field tenants, also attended. Nemes gave a PowerPoint presentation on Falcon Field and the airport's master plan. The master plan discussion focused on property acquisition for future airport expansion. The tracts of land were identified on a map. Nemes said Pathway Communities currently owned the property. Nemes continued that they kept in touch with Pathway and that the development company wanted the property used for aviation. Jim Williams agreed, and added that if there was no opportunity for the PCAA to buy the property for 20 years then Pathways would have no choice but to market the land. She said the PCAA was not willing to borrow the amount of money needed to purchase the property, but there was grant money available through the FAA. However, the FAA was concentrating on building runways not land acquisition at this time. Rapson suggested Council send a letter of support to the FAA on the land acquisition. McMenamin suggested a fly-in of the County's representatives in Washington to ask them to get the FAA to release the funds. Another concern was the paving of Stallings Road.

Development Authority

DAPC Chairman Tate Godfrey, members Belinda Sward, Bob Brooks, Scott Bradshaw, Doug Warner, Brian Palmitessa, and Executive Director Virgil Christian attended the retreat. Christian gave a presentation on the Amphitheater and Tennis Center and brought Council up-to-date on the concert series preparations and Tennis Center construction. Godfrey reviewed the DAPC's activities over the last year, as well as a review of current activities. Chris Clark of the Fayette County Development Authority then presented a plan to open a university center in the Tennis Center with Clayton College and State University in the fall. Weed suggested putting the matter on the March 21 agenda for Council to consider providing funding.

Water and Sewerage Authority

WASA members John Gronner and Ted Taylor attended along with WASA Director Larry Turner and engineer Scott McDonald. Council was treated to a look at problem areas in the system via the sewer cam. McDonald and Turner discussed problem areas and the action being taken to resolve the problems. Future projects include the Wynnmeade interceptor, work on the Tinsley Mill trunk line, plant upgrades and modifications, increased capacity, and decommissioning the Flat Creek plant. Turner said they were negotiating with Tyrone to check the sewer system in the new John Wieland subdivision. Turner said he was looking at a monthly retainer to perform preventative maintenance, which should take about five hours a week.

Recreation Commission

Recreation Commission members Earl Spell, Johnny Inman, John Connolly, and alternate Beth Andrews attended the retreat. Leisure Services Director Randy Gaddo and Recreation Administrator Sherry McHugh also attended. Connolly commended the recreation staff and pointed out that participation in the City's recreation programs has increased 61% since 1999. The commissioners gave a presentation that looked at the City facilities and costs associated with planned improvements. The commissioners also discussed field usage and rotation. Weed talked about his idea for a dog park and said he would like one of the recreation commissioners to go with him, Gaddo, and the Humane Society when the group scouted possible locations. Other issues included safety and security, as well as a review of user fees.

Library Commission

Library Commission Chairman Chris Clark, Commissioners Marie Washburn and Julie Oldenburg, and Library staff members M.T. Allen, Jill Prouty, and Janice Dukes attended the retreat. Clark presented an update on the Library and said the Library was in good shape. The master plan was on track and the financial status was good. Clark continued that they had hoped to start working on the building expansion in 2002, but that the state had said no to its funding and it might be three years or longer before state money would be available. Clark said they were looking at grants and corporate sponsors to help get the necessary funding. To help with space constraints, the Commissioners asked Council to restrict the use of the Library's meeting room to non-profit groups. McMenamin said she would prefer the Library Commission made the decision on use of the space, but to make the policy clear to the public. Rapson said the commissioners also needed to look at the CAR and change it. Clark said they would come back with a written change. Salvatore suggested the possibility of having a virtual library with commonly used reference materials put on-line. Prouty said she was attending a meeting during the next week on E Explorer. Salvatore said that might be a resource that could be used. Gaddo and Clark both said some things at the Library did not lend themselves to electronic access and people still needed to come to the Library.

Planning Commission

Planning Commissioners Wes Saunders and Robert Ames attended the retreat along with staff members Jim Williams, David Rast, and Troy Besseche. Williams gave a presentation on the Planning Commission's activities over the last year. Saunders went over the Commissioners' goals and objectives. One of things the commissioners would look at this year is zoning, which Saunders said was a natural follow-up to the Land Use Plan update. The commissioners would also look at redevelopment and what the City would need as far as ordinances. The Planning Commission would also look at changing the meeting format to one workshop and one meeting per month.

Rast updated Council on the LCI. The City had already received two grants for use in the Highway 54 area. He said he was waiting for word on a DCA grant and that staff planned to go after any grant they could for funding in the corridor. Rast continued that the Overlay Committee had a charrette on March 9. Doug McMurrain of RAM Development, the major landowner on the north side of Highway 54, brought in a consultant, to see how things would work on his property. Rast continued that if the overlay plan was acceptable to the property owners on the north side, then staff would go to the owners on the south side.

Rast continued that the Tree Ordinance Committee was having some great meetings and was at the point where they wanted to incorporate some of the suggestions into ordinances. The changes

included maintenance guarantees for plant material, sizes of plantings, and tree removal. All revisions would go to the City Attorney. Williams added that the City Attorney would look over the revisions before they went to the Ordinance Clarification Committee so he could look for any legal problems. The committee would look over the proposed revisions, and then the revisions would go back to the respective development committee. Weed said he would also like to look over the material.

Besseche reported that the Storm Water Management Committee had discussed stormwater policy, design standards, and stormwater regulations. The committee expected to forward a recommendation on the ordinance changes within the next four weeks. Besseche reminded Council that Integrated Science & Engineering was preparing a Stormwater Program Assessment, Water Quality Assessment, and Action Plan. Besseche said he thought the committee would be ongoing to guide the City's stormwater program. Besseche said the City's standards would be cutting edge.

Discuss Sub-Regional Planning with Neighboring Jurisdictions

Brown commented that the City obviously shared its borders with several jurisdictions. He said he had discussed the possibility of getting the Planning Commission and City staff together with the Senoia city manager to look at various problems and he was very receptive. He had also offered the City's services to assist with projects. Senoia Mayor Cleveland had already brought up the possibility of working together with DOT to do something at the Highway 74/Rockaway Road intersection. Brown said he would also like to communicate with Tyrone since the cities shared Highway 74. He continued that if the overlay worked well on Highway 54 maybe it could go up Highway 74 as well. Saunders said they had met with Fayette County and Tyrone and they were looking at doing it again. While there were some convergent issues, too many people made the meetings unwieldy. Brown expressed his concern about how rezonings to a higher density affected the school system. He said he had talked to Williams about developing a form that would provide information. McMenamin said the City had always asked the Board of Education for input and received a letter from them. Brown said the letters were poor and did not break down the information statistically. He said he wanted a formal policy in place that made schools part of the criteria the City looked at when projects came up. Carol Fritz told Council that the problem was the Board of Education could not plan ahead for schools. The State did not care where the seats were and the County could not get anything from the State for schools until the seats were past full. John Dufresne continued that the Board of Education reacted to municipal governments' decisions. Dufresne also stated that the problem was not so much Peachtree City, but the County and Fayetteville where they took land zoned for five-acre lots, and then rezoned it and put four houses per acre on it.

Discuss New Senior Housing Classification

Brown explained that senior housing was the kind of housing that could be implemented that did not have a great impact on the infrastructure. He pointed out that the federal government did allow housing discrimination based on age. He said he would like to develop a senior housing classification and allow a tax break for Seniors on property taxes.

Discuss Mandatory Limits on Number of Rental Units in New Subdivisions

Brown said the City Attorney did not think it was possible to do this, but a 20% cap had been placed on some covenants. Lindsey said the City could not require a limit on rentals, but could suggest to developers that a cap on rentals be placed in covenants.

Saunders asked how the County's decision regarding bus service affected the City regarding the loss of highway money. Brown said it would not have had a lot of effect in the first place since \$13 million would not go that far.

Retreat adjourned at 3:15 p.m.

Jane Miller, City Clerk

Stephen D. Brown, Mayor

Pamela Dufresne, Recording Secretary

2002 City Event Calendar		
<u>April</u>	<u>May</u>	<u>June</u>
4/18 – City Council Meeting, 7 pm 4/19 – Employee Picnic, Picnic Park, 11:30 am – 1:30 pm 4/24 – De-Icing Spill Health Effects Forum, 7 pm, PTC Library 4/21-27 – Georgia Cities Week (4/25 – Student Government Day, 8:30 am – 3 pm, lunch at Partners II)	5/2 – City Council Meeting, 7 pm 5/3 – GMA Spring Training, Valdosta 5/16 – City Council Meeting, 7 pm 5/27 – Memorial Day, City offices closed Golf Cart Rally, 7:30 am at Gathering Place, 8 am tribute at City Hall	6/6 – City Council Meeting, 7 pm 6/20 – City Council Meeting, 7 pm 6/22-25 – GMA Annual Convention, Savannah
<u>July</u>	<u>August</u>	<u>September</u>
7/4 & 5 – Independence Day holidays, City offices closed (7/4 – City Council Meeting cancelled) 7/18 – City Council Meeting, 7 pm	8/1 – City Council Meeting, 7 pm 8/7-9 – GMA Leadership Institute for Municipal Officials 8/15 – City Council Meeting, 7 pm 8/23-24, GMA 2-day Training, PTC	9/2 – Labor Day, City offices closed 9/5 – City Council Meeting, 7 pm 9/19 – City Council Meeting, 7 pm 9/30 – GMA Joint Fall Conf., Atlanta
<u>October</u>	<u>November</u>	<u>December</u>
10/3 – City Council Meeting, 7 pm 10/17 – City Council Meeting, 7 pm 10/18 - Employee Picnic, 11:30 am – 1:30 pm	11/7 – City Council Meeting, 7 pm 11/21 – City Council Meeting, 7 pm 11/28 & 29 – Thanksgiving Holiday – City Offices Closed	12/5 – City Council Meeting, 7 pm 12/19 – City Council Meeting, 7 p.m 12/24 & 25 – Christmas Holiday – City Offices Closed at noon on 24 th
2003 City Event Calendar		
<u>January</u>	<u>February</u>	<u>March</u>
1/02 – City Council Meeting, 7 pm 1/16 – City Council Meeting, 7 pm	2/6 – City Council Meeting, 7 pm 2/20 – City Council Meeting, 7 pm	3/6 – City Council Meeting, 7 pm 3/20 – City Council Meeting, 7 pm

Note: Items in **BOLD** are new additions

Updated 4/26/02

BUILDING DEPARTMENT **2002 MONTHLY REPORT**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2002 YEAR TO DATE	2001 YEAR TO DATE
DEVELOPMENT PERMITS:	38	15	19										72	62
BUILDING PERMITS:														
Single Family Residential	22	28	5										55	47
Multi-Family Residential														
Misc-Pool/fences/additions	34	75	56										165	128
Commercial/Industrial	7	13	11										31	56
TOTAL INSPECTIONS:	689	518	640										1,847	2,376
CERTIFICATE OF OCCUPANCY:														
Residential	12	18	23										53	39
Commercial	3	6	3										12	25
Multi-family Residential	24	56	12										92	104
CODE ENFORCEMENT:														
Sign Violations	94	49	36										179	282
Rehab	20	5	10										35	40
Notice of Violations	302	149	183										634	711
Citations	6	2	3										11	5
Stop Work Orders	12	6	2										20	14
Complaints from Citizens	39	17	25										81	35
Assessments	50	57	43										150	426
PERMIT FEES COLLECTED:	65,830	52,939	85,195										203,964	99,957
POPULATION:	33,843	33,998	34,071										34,071	32,343

Based on 2.09 of completed occupancy

STATUS OF FUNDS AS OF MARCH 31, 2002

Fund	Cash Balance	Total Investment	Total Fund Balance	YTD Interest
General Fund	\$255,235	\$3,986,553	\$4,241,788	\$43,918
Library Sales Tax Fund	\$0	\$0	\$0	\$0
Public Improvement Fund	\$0	\$4,842,275	\$4,842,275	\$19,173
Self Insurance Fund	\$0	\$1,426,549	\$1,426,549	\$13,294
Debt Service Fund	\$8,237	\$1,476,462	\$1,484,698	\$5,141
Municipal Court Fund	\$34,037	\$0	\$34,037	\$0
Develop & Impact Fees	\$185,411	\$214,913	\$400,324	\$3,554
Neighborhood Parks/Rec.	\$50,591	\$0	\$50,591	\$438
Governor's Greenspace Prg	\$5,855	\$0	\$5,855	\$160
Federal Seizures Police Fd	\$4,076	\$0	\$4,076	\$86
Police Tuition Account	\$2,954	\$0	\$2,954	\$7
Escrow Account	\$230,586	\$0	\$230,586	\$2,823

Grand Total \$776,984 \$11,946,751 \$12,723,735 \$88,595

Purchasing Monthly Report

For Calendar Year	2002	2001	MTHL Y %
Purchase Requisitions Processed	570	194	14.24%
City Store Requisitions Processed	36	13	-12.23%
Sealed Bids Requested >\$10,000	5	3	-8.33%
Requests for Proposals	2	0	100.00%
Requests for Proposals Awarded	1	0	100.00%
Written Quotes Req \$5,000-10,000	28	16	-22.09%
Verbal Quotes Requested \$500-	116	28	-1.42%
Total # Purchase Orders Issued	570	182	0.92%
Total # of Bids Awarded	2	10	38.10%
Contracts Required >\$10,000	2	0	100.00%
# of Fixed Assets Purchased >\$500	11	13	-4.84%
Total \$ of Fixed Assets Purchased	\$87,943	\$183,110	-48.93%

Collateral Analysis as of March 31, 2002

Security Location	Bank	Total Field
Bank of New York	First Union	\$5,700,000
Bank of New York	Peachtree National	\$3,312,779
Federal Res Bk of Boston	South Trust	\$3,785,484
		\$18,798,262

General Fund Budget Comparison

Revenues - By Major Category

Description	2002 Budget	Actual YTD	Difference	%
General Property Taxes	\$5,617,076	\$5,174,106	(\$442,970)	92.11%
Franchise Taxes	\$1,919,452	\$858,814	(\$1,060,638)	44.74%
Local Option Sales Tax	\$5,900,051	\$2,504,511	(\$3,395,540)	42.45%
Other Sales & Use Taxes	\$1,417,927	\$594,775	(\$823,152)	41.95%
Business Taxes	\$1,126,268	\$1,480,698	\$354,430	131.47%
Licenses & Permits	\$494,254	\$462,719	(\$31,535)	93.62%
Grants	\$0	\$26,337	\$26,337	0.00%
Charges for Services	\$860,823	\$400,309	(\$460,514)	46.50%
Fines & Forfeitures	\$650,179	\$412,464	(\$237,715)	63.44%
Investment Income	\$172,689	\$31,529	(\$141,160)	18.26%
Surplus Carryover	\$358,534	\$0	(\$358,534)	0.00%
Other Financing Sources	\$0	\$0	\$0	0.00%
Total	\$18,517,253	\$11,946,260	(\$6,570,993)	65%

General Fund Budget Comparison

Expenditures by Division YTD

Description	2002 Budget	Actual YTD	Difference	%
Administrative	\$1,065,008	\$474,266	\$590,742	45%
Developmental	\$870,340	\$404,450	\$465,890	46%
Finance	\$559,093	\$246,738	\$312,355	44%
Leisure Services	\$3,283,059	\$1,567,697	\$1,715,362	48%
Public Safety	\$6,037,024	\$2,749,901	\$3,287,123	46%
Public Works	\$2,477,446	\$1,161,479	\$1,315,967	47%
Tfr to PCDA/PCAA	\$596,035	\$288,416	\$307,619	48%
Council Contingency	\$235,021	\$30,547	\$204,474	13%
Council Reserve	\$300,000	\$0	\$300,000	0%
Transfer to PIP	\$1,242,716	\$1,476,612	(\$233,896)	119%
Transfer to Debt Svc	\$261,974	\$261,974	\$0	100%
Transfer to Self Ins	\$1,589,537	\$1,744,199	(\$154,662)	110%
Total	\$18,517,253	\$10,406,279	\$8,110,974	56%

Summary of Major Expenditures by City Manager

Description	Budget	Award	Svs/Short	Date
Public Works Asphalt Roller	\$24,968	\$24,968	\$0	3/29/02

**PEACHTREE CITY FIRE/EMS DEPARTMENT
2002 MONTHLY REPORT**

	Oct. 01	Nov. 01	Dec. 01	Jan. 02	Feb. 02	Mar. 02	Apr. 02	May. 02	Jun. 02	Jul. 02	Aug. 02	Sept. 02	Fiscal Yr. 2002 Y-T-D	Fiscal Yr. 2001 Y-T-D
Fire/Accident Calls														
Residential	2	2	6	3	2	2							17	24
Business/Industrial	0	0	1	0	0	0							1	6
Other	180	183	185	174	157	166							1045	770
Total Engine Response	182	185	192	177	159	168							1063	800
Dispatched Fire Calls	62	48	61	52	39	50							312	251
Response Time Fire	4:46	4:40	4:26	4:01	4:37	4:16							4:27	4:33
Rescue/EMS														
Trauma	49	62	67	47	59	49							333	380
Medical	76	102	113	84	105	74							554	488
Total # Patients	125	164	180	131	164	143							907	868
Patients Transported	77	65	88	79	79	63							451	452
Dispatched EMS Calls	121	137	130	127	124	118							757	732
Total Medic Response	141	146	180	148	164	143							922	971
Dispatched Fire/EMS Total	183	185	191	179	163	168							1069	983
Response Time EMS	4:16	3:57	3:46	4:09	4:16	4:05							4:02	4:01
EMS BILLING														
Patients Billed	83	83	69	98	68	65							466	434
Revenue Generated	28,665	29,571	23,300	32,795	23,395	21,875							159,601	152,920
*Total Revenue Received	17,911	17,137	18,400	19,823	18,780	18,600							110,651	81,108
*Revenue Received on All Outstanding Accounts														

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HUMAN RESOURCES DEPARTMENT

2002 MONTHLY REPORT

REPORT PERIOD	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2002 YTD TOTAL	2001 YTD TOTAL
1. Authorized Permanent Positions	224	224	224										224	223
2. Positions Open	5	7	7										---	---
3. Workers Comp. Claims Filed	0	1	1										2	5
4. City Veh./Equip. Accidents	1	0	2										3	3
5. Health Insurance Claims	\$108,515	\$ 93,252	\$67,643										\$269,410	\$ 179,174
6. Law Suit Legal Fees	\$ 12,853	\$ 11,247	\$1,543										\$25,643	\$ 16,023

- Police Officer/Police (4); Building Inspector/Building (1); Assistant Finance Director/Finance (1); Budget Analyst/Finance (1).
- Maintenance Employee exposed to infectious disease (1) Public Works.
- Volunteer Firefighter struck brick pillar with ladder truck, causing minor damage to platform (1) Fire; Building Inspector's vehicle pushed into another vehicle after being hit from behind, causing front bumper damage (1) Building.
- Balance remaining in health insurance account: \$228,825.44.
- O'Keefe \$2.02; Tax Equity Issue \$1,540.58.

LEISURE SERVICES MONTHLY REPORT 2002

ACTIVITY DESCRIPTION	UNIT	January	February	March	April	May	June	July	August	September	October	November	December	2002 Year to Date	2001 Year to Date
LIBRARY															
1. Books Circulated	Num.	16,966	15,782	15,448	0	0	0	0	0	0	0	0	0	44,196	
2. Average Daily Traffic															
a. Monday - Saturday	Num.	578	595	558	0	0	0	0	0	0	0	0	0	569	
b. Sunday	Num.	330	390	332	0	0	0	0	0	0	0	0	0	221	
3. Story Time Participants	Num.	198	173	261	0	0	0	0	0	0	0	0	0	579	
4. Revenue from Overdue Books	Dis.	2,370	1,671	2,080	0	0	0	0	0	0	0	0	0	5,186	
5. Revenue from Copy Machine	Dis.	719	776	809	0	0	0	0	0	0	0	0	0	2,249	
6. Reference Assistance	Num.	392	616	601	0	0	0	0	0	0	0	0	0	2,909	
7. Internet Usage	Num.	1,688	1,736	1,730	0	0	0	0	0	0	0	0	0	4,397	
8. Renewals by Phone	Num.	535	559	568	0	0	0	0	0	0	0	0	0	2,413	
9. Computer Lab Use	Num.	42	64	46	0	0	0	0	0	0	0	0	0		
Leisure Programs															
1. Adult Athletics															
a. Ongoing Programs	Num.	1	1	0	0	0	0	0	0	0	0	0	0	5	
b. New Programs	Num.	0	0	0	0	0	0	0	0	0	0	0	0	0	
c. Participants	Num.	240	240	0	0	0	0	0	0	0	0	0	0	1,728	
d. Revenues	Dis.	0	0	7,875	0	0	0	0	0	0	0	0	0	18,158	
e. Expenses	Dis.	0	0	7,397	0	0	0	0	0	0	0	0	0	0	
f. Refunds	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	
g. Balance (+ or -)	Dis.	0	0	518	0	0	0	0	0	0	0	0	0	\$18,158.00	
RECREATION															
Leisure Programs															
1. Classes/Programs															
a. Classes/Programs	Num.	132	127	137	0	0	0	0	0	0	0	0	0	348	
b. Participants	Num.	3,081	1,688	3,272	0	0	0	0	0	0	0	0	0	8,220	
c. Revenues	Dis.	19,772	27,426	29,108	0	0	0	0	0	0	0	0	0	70,761	
d. Expenses	Dis.	15,443	21,567	22,611	0	0	0	0	0	0	0	0	0	54,801	
e. Refunds	Dis.	60	63	363	0	0	0	0	0	0	0	0	0	1,940	
f. Balance (+ or -)	Dis.	4,269	6,807	6,234	0	0	0	0	0	0	0	0	0	\$14,120.98	
2. Special Events															
a. Events	Num.	1	2	1	0	0	0	0	0	0	0	0	0	11	
b. Participants	Dis.	12	88	0	0	0	0	0	0	0	0	0	0	645	
c. Revenues	Dis.	0	1,581	0	0	0	0	0	0	0	0	0	0	2,269	
d. Expenses	Dis.	485	1,356	0	0	0	0	0	0	0	0	0	0	2,220	
e. Refunds	Dis.	0	25	0	0	0	0	0	0	0	0	0	0	18	
f. Balance (+ or -)	Dis.	485	197	0	0	0	0	0	0	0	0	0	0	\$27.58	
Sports and Facilities															
1. Playing Surface Mowing	Hrs.	0	0	0	0	0	0	0	0	0	0	0	0	291	
2. Playing Field Preparation	Hrs.	280	650	720	0	0	0	0	0	0	0	0	0	1,700	
3. Building Maintenance	Hrs.	284	205	237	0	0	0	0	0	0	0	0	0	504	
4. Parks/Facilities Courts															
a. Safety Inspections	Num.	32	44	50	0	0	0	0	0	0	0	0	0	96	
b. General Repairs/Maint.	Hrs.	305	120	100	0	0	0	0	0	0	0	0	0	316	
c. Grounds/Landscape Maint.	Hrs.	560	575	300	0	0	0	0	0	0	0	0	0	1,336	
5. Litter Removal	Num.	104	160	232	0	0	0	0	0	0	0	0	0	392	
6. Vandalism Repairs	Dis.	0	0	25	0	0	0	0	0	0	0	0	0	120	
7. Complaints Answered	Num.	0	2	1	0	0	0	0	0	0	0	0	0	10	

CRIME REPORT - 2002

PART I CRIMES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	YTD 2002	YTD 2001
MURDER	0	0	0										0	0
RAPE	0	1	0										1	0
ROBBERY	0	0	1										1	0
AGGRAVATED ASSAULT	0	2	1										3	4
ARSON	0	0	0										0	0
AUTO THEFT	3	3	1										7	8
THEFT	18	19	22										59	35
BURGLARY	1	2	2										5	5
TOTAL PART I CRIMES	22	27	27										76	52
ALCOHOL/DRUG ARRESTS	18	17	24										59	58
DUI - TOTAL	16	15	21										52	56
DUI - ADULT	2	2	3										7	2
OTHER UNDERAGE	7	9	6										22	16
ALCOHOL ARRESTS	22	8	19										49	46
DRUG ARRESTS														
ARRESTS														
PROPERTY CRIMES	8	16	8										32	24
PERSON CRIMES	9	7	6										22	16
CITY ORDINANCES	26	19	38										83	128
*OTHER	88	45	93										226	220
ADMINISTRATIVE AVERAGE RESPONSE TIME	5.07	5.31	5.11										5.16	5.18
CALLS ANSWERED	6506	5730	5939										18,175	14,122
TRAFFIC CITATIONS ISSUED	493	521	634										1648	1905
WARNINGS ISSUED	475	578	561										1614	1977
ACCIDENTS - TOTAL	86	79	89										254	199

TOP 5 ACCIDENT LOCATIONS - MONTH TOTAL #

- HWY 54 / COMMERCE DRIVE
- HWY 54 / HUDDLESTON DR.
- HWY 54 / PEACHTREE PARKWAY
- HWY 74 / CROSSTOWN DR.
- HWY 54 / HWY 74

5
4
4
4
3

TOP 5 ACCIDENT LOCATIONS - YEAR TOTAL #

- HWY 54 / HWY 74
- HWY 54 / COMMERCE DR.
- HWY 74 / CROSSTOWN DR.
- HWY 54 / HUDDLESTON RD.
- HWY 54 / PEACHTREE PARKWAY

15
10
8
8
6

2002 MONTHLY REPORT
PUBLIC SERVICES DIVISION

Activity Description	Unit	2002												2001	
		January	February	March	April	May	June	July	August	September	October	November	December	YEAR-TO-DATE	YEAR-TO-DATE
CART PATHS															
1. Const./Reconst./Overlay	Ft.	835	290	395										1,520	12
2. Drainage Maintenance	Hrs.	225	308	148										681	1,032
3. General Maintenance	Hrs.	199	245	207										651	566
4. Mowing	Hrs.	0	0	0										0	0
5. Litter Removal	Hrs.	68	45	53										166	195
FLEET MANAGEMENT															
1. Equipment Maintenance	Hrs.	0	17	40										57	115
2. Equipment Repairs	Hrs.	183	150	144										477	332
3. Vehicle Maintenance	Hrs.	203	135	168										506	417
4. Vehicle Repairs	Hrs.	215	182	156										553	703
5. Fleet Down Time	Hrs.	608	484	514										1,606	1,598
RIGHT OF WAY															
1. Litter Removal	Hrs.	560	375	294										1,229	1,179
2. Right-of-Way Mowing	Hrs.	0	0	180										180	0
3. General Maintenance	Hrs.	700	927	490										2,117	2,389
LANDSCAPE															
1. Litter Removal	Hrs.	30	12	15										57	68
2. Mowing (Sub. Entrances)	Hrs.	0	0	356										356	158
3. General Maintenance	Hrs.	927	1068	231										2,226	2,105
4. Planting	Hrs.	139	97	27										263	365
RECYCLING SITE															
1. City Employees Hours	Hrs.	192	70	88										350	417
2. City Employees Salaries	Dis.	4024	1264	2027										7,315	6,320
3. Revenues	Dis.	489	355	328										1,172	1,676
4. Participants															
a. Recycling	Num.	409	465	379										1,253	1,880
b. Composting	Num.	1295	1117	1120										3,532	3,333
c. Mulch (Pick Up)	Num.	61	128	95										284	382
SIGN MAINTENANCE															
1. Building Maintenance	Hrs.	20	20	21										61	63
2. Subdivision Sign Maintenance	Hrs.	75	77	123										275	241
3. Traffic Sign Maintenance	Hrs.	174	148	120										442	486
STREETS															
1. Street Sweeping	Hrs.	0	24	8										32	177
2. Pavement Patching	Hrs.	53	99	45										197	120
3. Drainage Maintenance	Hrs.	98	221	30										349	490
4. General Maintenance	Hrs.	513	733	823										2,069	1,825
MISCELLANEOUS															
1. Vandalism	Dis.	121	91	241										453	515
2. Complaints Answered	Num.	20	28	12										60	99
3. Wash Police Cars	Hrs.	12	31	12										55	29

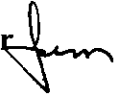
March

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CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor & Council Members

FROM: Jim Basinger 

DATE: April 23, 2000

SUBJECT: APPOINTMENTS TO THE LIBRARY COMMISSION

The Selection Committee composed of Mayor Pro Tem Annie McMenamin, Council Member Murray Weed, and myself interviewed four applicants for two vacancies on the Library Commission.

It is the recommendation of the committee that Mr. Christopher Clark be reappointed to serve a term expiring 5/31/05 and that Ms. Madge Quick be appointed to serve a term expiring 5/31/05. We further recommend that Ms. Sharon L. Marchisello be appointed to serve as an alternate to fill any vacancy that may occur.

Copies of all applications are available at City Hall for your review.

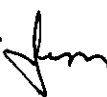
JB/gr

cc: Director of Leisure Services

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jim Basinger, City Manager 

FROM: Paul Salvatore, Director of Financial Services P.S.

DATE: April 25, 2002

SUBJECT: Surplus list for auction

The City will be involved in a collaborative auction with Fayette County, Tyrone and the Fayette Board of Education that will be held on Saturday June 8, 2002 at the Fayette County Public Works Facility. Per our Purchasing regulations (CAR 7-1, V A. (3)) we are submitting the attached list of surplus items that we intend to sell at the auction, for your approval.

Prior to the auction, the list will be distributed to all departments to see if any of the items can be of use in another area before sending to the auction.

AUCTION ITEMS 06/08/02

DEPARTMENT: CITY CLERK

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	CALCULATOR	BROKEN
4	DESK CHAIRS	VERY POOR CONDITION
10	CHAIRS	BROKEN
5	DESKS	VERY POOR CONDITION
2	CREDENZA	VERY POOR CONDITION
1	FILING CABINET	DRAWER HARD TO OPEN

DEPARTMENT: DEVELOPMENTAL SERVICES

<u>QUANTITY</u>	<u>SERIAL #</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	2FALP7197TX122302	96 FORD CROWN VICTORIA, MILES: 108716	NO DIFFERENTIAL/BRAKES
1	BLU ROY 121	BLUELINE MACHINE	OBSOLETE
2		CALCULATORS	BROKEN
1		CALCULATOR	REPLACED W/NEWER MODEL
1		MESSAGE CENTER 7 SLOTS	OBSOLETE
1		ROLODEX	OBSOLETE
2		WRIST SUPPORTS	OBSOLETE
3		BINDERS	OBSOLETE
42		9.5X6 DIVIDERS	OBSOLETE
6		WALL POCKETS	OBSOLETE
3		PRINTOUT BINDERS	OBSOLETE
1		LEGAL SIZE CLIPBOARD	OBSOLETE
2		LETTER SIZE CLIPBOARD	OBSOLETE
1		STATEMENT SIZE CLIPBOARD	OBSOLETE
1		CITATION CLIPBOARD	OBSOLETE
2		DESKS	VERY POOR CONDITION
1		STAMP RACK	OBSOLETE
2		INDEX CARD FILE BOXES	OBSOLETE

AUCTION ITEMS 06/08/02

DEPARTMENT: FINANCE

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	CHECK SIGNING MACHINE	NO LONGER NEEDED
1	NCR PRINTER	NO LONGER NEEDED
2	DESK CHAIRS	VERY POOR CONDITION

DEPARTMENT: GATHERING PLACE

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	SWIVEL DESK CHAIR	BROKEN
1	PADDED OFFICE CHAIR	BROKEN
1	CONSOLE RADIO & TURNTABLE	REPLACED W/ NEWER MODEL
2	ROUND TABLES	BROKEN
13	PADDED ARM CHAIRS	BROKEN
1	METAL MAGAZINE RACK	REPLACED W/NEWER MODEL

DEPARTMENT: INFORMATION TECHNOLOGY

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
16	PENTIUM LEVEL PCs	OBSOLETE
4	PENTIUM LEVEL PCs w/CD-ROM	OBSOLETE
4	486 LEVEL PCs	OBSOLETE
15	MONITORS	OBSOLETE
22	KEYBOARDS	OBSOLETE
7	COMPUTER MICE	OBSOLETE

AUCTION ITEMS 06/08/02

DEPARTMENT: KEDRON

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	16 MM PROJECTOR	VERY POOR CONDITION
2	FILM STRIP PROJECTORS	VERY POOR CONDITION
2	CHAIRS	VERY POOR CONDITION
1	COUCH	VERY POOR CONDITION
2	ROUND WOOD TABLES	VERY POOR CONDITION
3	TABLE RACKS	VERY POOR CONDITION
4	6' WOOD TABLES	VERY POOR CONDITION
4	9' WOOD TABLES	VERY POOR CONDITION
1	TELEVISION	VERY POOR CONDITION

DEPARTMENT: LIBRARY

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
12	POWER CORDS	OUTDATED
12	SURGE PROTECTORS	OUTDATED
2	LABTEC SPEAKERS	OUTDATED
2	GENERIC SPEAKERS	OUTDATED
1	STARLAN 10 NETWORK HUB	OUTDATED
1	FUJITSU DEX80 FAX MACHINE	BROKEN
1	PIONEER 6 CD CHANGER	BROKEN
2	ITHACA TURBO RECEIPT PRINTER	OUTDATED
1	COMPACT SWITCH	NO LONGER NEEDED
2	CANON BJC-240 COLOR INKJET PRINTER	BROKEN
1		
8	HARD DRIVES 560 MG	OUTDATED

AUCTION ITEMS 06/08/02

DEPARTMENT: POLICE

<u>QUANTITY</u>	<u>SERIAL #</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	2FALP719XTX122309	96 FORD CROWN VICTORIA, MILES:106207	ENGINE MISFIRE
1	2FALP7193TX122300	96 FORD CROWN VICTORIA, MILES:100594	ENGINE MISFIRE
1	2FALP7195TX122301	96 FORD CROWN VICTORIA, MILES: 93016	ENGINE MISFIRE
1	1LNBW81F3JY815497	88 LINCOLN TOWN CAR, MILES:119184	CONFISCATED
1	T064068	TRAILER	VERY POOR CONDITION
50		BICYCLES	GOOD CONDITION/LOST & FOUND
1		GREY FILING CABINET	VERY POOR CONDITION
1		BLACK FILING CABINET	VERY POOR CONDITION
2		BROWN CLOTH CHAIRS	VERY POOR CONDITION
1		WEIGHT SET	VERY POOR CONDITION
1		BLACK CASE	VERY POOR CONDITION
2		DRY ERASE BOARDS	VERY POOR CONDITION
2		GREY WALL LOCKERS	VERY POOR CONDITION
1		TAN FILING CABINET W/SAFE STORAGE	VERY POOR CONDITION
2		MITSUBISHI VCRs	VERY POOR CONDITION
2		WOOD BOOKCASES	VERY POOR CONDITION
2		WOOD DESKS	VERY POOR CONDITION
3 SETS		LOBBY CHAIRS	VERY POOR CONDITION
1		CHILD CAR SEAT	VERY POOR CONDITION
1		COMPUTER DESK	VERY POOR CONDITION
3		CHAIRS	VERY POOR CONDITION
7		CHAIRS	GOOD CONDITION/REPLACED

AUCTION ITEMS 06/08/02

DEPARTMENT: PUBLIC WORKS

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
1	83 VERMEER BRUSH CHIPPER	NO LONGER USED
1	86 CUSHMAN TRF TRUCKSTER	BROKEN
1	WASHER	REPLACED
1	DRYER	REPLACED
2	WOOD DESKS	REPLACED
1	91 ROCK HOUND FOR BOBCAT	NO LONGER USED
1	91 GOOSEN'S STRAW BLOWER	BROKEN
1	TRACTOR 3 POINT SCRAP BLADE	NO LONGER USED

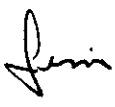
DEPARTMENT: RECREATION

<u>QUANTITY</u>	<u>SERIAL #</u>	<u>DESCRIPTION</u>	<u>SURPLUS REASON</u>
7		2'X4' LIGHT DIFUSERS	BROKEN
1		WATER FOUNTAIN COMPRESSOR	BROKEN
1		4'X6' BLACK BOARD (COLOR: GREEN)	OUTDATED
1	2FALP7194TX122306	96 FORD CROWN VICTORIA, MILES: 97107	NO DIFFERENTIAL
1	9X1320X055642	JOHN DEERE WALK BEHIND MOWER	BROKEN
1	9X48MCX055919-5135	JOHN DEERE MOWER DECK	BROKEN
1	351469801909TA107925302	FORD CM224 TURF MOWER	BROKEN

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager 

FROM: Director of Leisure Services 

DATE: April 23, 2002

SUBJECT: Revision to Library Meeting Room Policy

The Library Commission, upon request by staff, forwards a recommendation to city council to revise existing policies related to use of the Floy Farr Room in the Library. The recommended changes to CAR 22-1, Rules Governing Use of Library Meeting Room, are:

- 1. Restrict its use to non-profit groups only
- 2. Limit its use by any non-profit group to no more than 6 times per year
- 3. Require that authorized users vacate the room at or before Library closing time

Background:

- (1) The extremely high demand for the Library's one meeting room, the Floy Farr Room, has significantly affected the Library staff's ability to plan the wide range of Library programs demanded by patrons. This has become increasingly more difficult since converting two of the original meeting room spaces to storage and workspace due to the shortage of such space in the library. Often, important Library programs must be denied because other organizations have already booked the room. For this reason, staff researched restricting its use to non-profits only. The research revealed that according to the rules governing state aid, "The library system board of trustees shall not allow a rental or fee to be charged for the use of library facilities, except that a maintenance fee to cover cleaning of the designated area and/or utilities may be charged." Currently, the Library charges a fee of \$25/hour for profit-making businesses, so long as the purpose is to "conduct informational or educational seminars that are open to Peachtree City residents as long as no fee is charged and no actual sale of a service or product is made at the meeting." However, it can be reasonably surmised that any commercial enterprise that provides a product or service will ultimately have a goal of selling that product or service to people for profit, regardless of how they package their presentation. There are other commercially provided meeting spaces available throughout the city for this type of activity.
- (2) Restricting any non-profit group to no more than 6 times per year ensures that groups don't "homestead" and continue booking the room concurrently as their regular meeting

space. The room is intended instead for such groups to hold special meetings or events, and they must plan accordingly.

- (3) Requiring that authorized users of the room vacate at or before closing time maintains a higher level of safety and security for materials and equipment in the Library. As the CAR reads now, "Special arrangements must be made with the Librarian for meetings scheduled outside normal hours of operation or for meetings lasting longer than four hours or for a series of meetings lasting several days." There have been frequent instances where people using the meeting room have been allowed to stay after staff had left, with explicit instructions on how to secure the area, and doors have been left unsecured, and/or alarms unset. This allows anyone to walk into the bottom level of the library, where they have access to the meeting room and storage rooms, and forced entry could get them into the computer lab or the upper level of the Library. Attempting to approach the users after this occurs can become a public relations challenge for the staff, because invariably the users deny wrongdoing, say they did everything correctly and it must have been the cleaning crew. Staff feels that having everyone out by closing and enabling staff to conduct lockup procedures would eliminate these circumstances.
- (4) These changes would be in line with the policy used at the Fayette County Library, which limits use of their meeting room to non-profit groups only. They allow a group to use the room a maximum of four times a year, and limit its use to only regular library operating hours.

Again, staff, with support of the Library Commission, recommends approval of the recommended changes to CAR 22-1.

RULES GOVERNING USE OF LIBRARY MEETING ROOM

Purpose	Section	I
Policy		II
Rules		III

I. PURPOSE

The purpose of this CAR is to establish rules on the use of the Floy Farr Room for those groups who are eligible.

II. POLICY

It is the policy of the Peachtree City Library to provide meeting space for library sponsored or co-sponsored programs. The meeting space may also be used, free of charge, by individuals or non-profit organizations for educational or informational meetings that are open to the public.

III. RULES**A. GENERAL**

1. No smoking or alcoholic beverages will be allowed in the Library.
2. Individuals must be at least 21 years of age to reserve the Floy Farr Room and must present an acceptable form of identification.
3. The Floy Farr Room is available to individuals or groups within the Flint River Regional Library System (Fayette, Spalding, Butts, Lamar, Monroe and Pike counties), that provide non-profit community services to the residents of Peachtree City.
4. The Floy Farr Room may be used by individuals or non-profit organizations, on a non-regular basis to conduct informational or educational meetings that are *open to the public*. Use of the Floy Farr Room by commercial and industrial businesses is strictly prohibited.
5. The Floy Farr Room may be scheduled for use during the Library's normal hours of operation only. Individuals or groups are expected to end their meetings ten (10) minutes prior to the library closing and to have the room vacated by the actual closing time. Persons attending meetings are subject to all Library rules and regulations.

6. The Library will **NOT** commit the Floy Farr Room for long-term, regularly scheduled meetings nor can the meeting room be reserved more than six (6) months in advance or more than six (6) times per year by any one individual or group.
7. The Floy Farr Room may not be used for personal or private profit. No admission can be charged and no collection can be taken by individuals or groups using the Floy Farr Room. Donations may be accepted, but in no way may these donations be mandatory. Exceptions may be made for meetings involving a small fee for supplies for classes or workshops sponsored by the Library or other non-profit organizations.
8. Library and City programs will be given priority in the reservation of the Floy Farr Room.
9. The Floy Farr Room may not be used for social gatherings.
10. Meeting or programs held in the Floy Farr Room may not disturb the use of the Library by other patrons.
11. Applications to use the Floy Farr Room are taken at the Main Desk during regular Library hours. Reservations will not be taken over the telephone. Requests for the use of Library audiovisual equipment must be made with the Librarian at the time application is made. There is no charge to use the Floy Farr Room; however, a \$75.00 refundable security/damage deposit is required at the time the application is made.
12. In consideration of other individuals or groups that may be waiting to use the room, all groups are expected to observe the time allotted for their group in the original application.
13. Individuals or groups requiring the reconfiguration of the meeting room furniture must have permission from the staff member on duty and must return the room to its original set up before leaving.
14. The Library cannot provide personnel to assist in handling exhibits or other materials needed by individuals or groups using the meeting room.
15. Light refreshments may be served in the Floy Farr Room. Individuals or groups using the kitchen facilities are responsible for clean up and placement of all trash in the proper receptacles. Library facilities must be left in a clean and orderly condition.

16. Users must pay for any damage to facilities. The Library will not be responsible for materials left in the building.
17. After the meeting, a representative of the organization must meet with a library staff member to check the room, and record the number of participants. At this time, the \$75.00 deposit will be refunded if the room is found to be in acceptable condition.
18. The Library encourages publicity regarding usage of the Floy Farr Room. However, the Library assumes no responsibility for the promotion or announcement of meetings.
19. Any individual or group showing a video tape should warrant that all necessary performance licenses have been secured, in order that the Library can be indemnified for any failure on their part to do so.
20. The Library reserves the right to cancel any reservation for the Floy Farr Room. The Library will give notice as soon as possible, if cancellation is necessary. Individuals or groups holding a reservation are requested to notify the Library of any cancellation on their part, at the earliest possible date.
21. Permission to use the Floy Farr Room does not constitute an endorsement of the users or their beliefs by the Library or the City of Peachtree City.
22. Failure to comply with the above rules may result in a group(s) being denied future use of the Floy Farr Room.

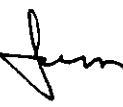
APPROVED:

Librarian
Director of Leisure Services
City Manager

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: City Manager 

FROM: City Clerk 

DATE: April 26, 2002

SUBJECT: Consider Canceling July 4th City Council Meeting

Staff recommends Council consider canceling the July 4th meeting due to July 4th being on the regular meeting day. If circumstances require it, the meeting could be rescheduled.

JSM:gr

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Jim Basinger, City Manager 

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

DATE: April 17, 2002

SUBJECT: Intergovernmental Agreement with the Development Authority

Enclosed for your review and action is the proposed intergovernmental agreement with the Development Authority of Peachtree City.

Attachment

:pd

INTERGOVERNMENTAL AGREEMENT

This Agreement, entered into on April 16, 2002, by and between the City of Peachtree City ("City") and The Development Authority of Peachtree City ("Development Authority") as follows:

WHEREAS, the City charges a tax on certain receipts received by the hotels and motels located within its boundaries ("hotel/motel tax");

WHEREAS, prior to February 1, 2002, the rate of the hotel/motel tax was five (5%) percent;

WHEREAS, because of a significant slump in the hospitality industry, the City increased the hotel/motel tax to six (6%) percent effective February 1, 2002;

WHEREAS, even with the increased rate of the hotel/motel tax, the City is anticipating a shortfall between the income received from the hotel/motel tax and that to be received;

WHEREAS, the City provides the Development Authority with a certain guaranteed funding stemming from the hotel/motel tax;

WHEREAS, the City has requested that the Development Authority cooperate with it and attempt to set aside funds for the remaining period of fiscal year 2002 to assist with the possible shortfall;

WHEREAS, the Development Authority has agreed to cooperate and comply with the City's request.

NOW, THEREFORE, for and in consideration of One (\$1.00) dollar in hand paid, the receipt of which is hereby acknowledged, the Development Authority and City have agreed as follows:

1. Retro active to February 1, 2002, if the funds are available and the Development Authority has not incurred and does not anticipate incurring any extraordinary financial obligations, the Development Authority shall set aside a sum equal to \$10,000.00 per month through September 30, 2002. These monies may be kept by the Development Authority in any of its accounts, but shall be maintained separately on its books.
2. The City shall prepare monthly reports showing the actual receipts received from the hotel/motel tax in fiscal year 2002 and shall compare such with the budget adopted by its Mayor and Council for the hotel/motel tax for fiscal year 2002. These reports shall be provided by the City to the Development Authority.

3. Following the conclusion of fiscal year 2002, if the funds are available and the Development Authority has not incurred and does not anticipate incurring any extraordinary financial obligations, the Development Authority shall provide to the City forty-eight (48%) percent of the shortfall up to, but not exceeding, the Eighty Thousand (\$80,000.00) Dollars set aside by the Development Authority pursuant to the requirements as set forth in Paragraph 1 of this Agreement.
4. The City shall continue the hotel/motel tax at a rate of six (6%) percent until there is no shortfall from the amount budgeted by the City to be received from the hotel/motel tax and the actual amount received. Additionally, the City shall continue the six (6%) percent hotel/motel tax rate until such time as all sums received from the Development Authority pursuant to Paragraph 3 of this Agreement have been repaid to the Development Authority by the City.

IN WITNESS WHEREOF, the parties have affixed their hands the date first set forth above.

DEVELOPMENT AUTHORITY OF
CITY OF PEACHTREE CITY

CITY OF PEACHTREE CITY

By:


J. Tate Godfrey, Chairman

By:

Stephen D. Brown, Mayor

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jim Basinger, City Manager 

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

DATE: April 12, 2002

SUBJECT: Intergovernmental Agreement with Airport Authority

Enclosed for your review and action is the proposed intergovernmental agreement with the Peachtree City Airport Authority.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council
FROM: City Manager 
DATE: April 25, 2002
SUBJECT: Air Show Financial Information

Council, funding for the 2002 Great Georgia Air Show was tabled at the last meeting, and staff was asked to obtain budgetary and economic impact information on the event. Attachment 1 contains a packet of Air Show financial information compiled and provided by Mr. Jerry Cobb.

To assist you in comparing some of the data, I have extracted some of the revenue and expense totals from the information. The 2002 Air Show budget projects revenues of \$359,000 and expenses of \$266,000 with a gross profit of \$93,000. In reviewing the initial 2001 Budget (Attachment 1, Pages 3 & 4), projected revenues totaled \$495,435 and expenses of \$297,111, with a gross profit of \$198,324. The final budget (Attachment 1, Pages 5 & 6), reflects actual revenues of \$315,834 with expenses of \$275,937 and a gross profit of \$39,897. The net profit totaled \$36,705 with \$12,235 paid as an Air Show Management Fee to the Dixie Wing and \$24,470 split equally between the Fayette Youth Protection Home and the Kiwanis Club.

Please also note that Mr. Cobb included a listing of the funds spent in the community for the 2000 Air Show (Attachment 1, Pages 7 & 8). He explained that this list of expenditures would be close to the same for the 2001 Air Show, but he just did not have time to go through the entire checkbook to compile the listing.

Finally, additional information in the following enclosures are provided for your consideration:

Attachment 2 - Proposed contract between the City and the Air Show

Attachment 3 - Public Safety Agreement between City Staff and the Air Show

Attachment 4 - April 12, 2002, Air Show Letter Requesting Funds.

Council, please contact me if you need additional information.

ATTACHMENT 1

INCOME			
	Item	Item subtotal	Item total
Advertising Income			\$4,681
Interest Income			109
Sponsor Income (Cash)			124,851
Vendor Income			
	Drink	37,964	
	Food	25,415	
			63,379
On-Site Ticket Sales			90,267
Donations			39
Kroger Ticket Sales			55,674
Operating Capital Loan (Seed Money)			20,000
Total Income - (Funds to be available to run Air Show)			359,000
EXPENSES			
Major Contributors/Volunteers Nite (350 meals)			5,000
Advertising Expense			14,000
Bus Rentals			15,000
Car Rentals			800
Golf Cart Rentals			2,800
Hand Held Radios Rental			700
Marketing Agent			14,000
Marketing Materials			
	Programs (2500)	3,802	
	Flyers (100,000)	2,153	
	Posters (1000)	1,435	
	Banners	7,175	
	Misc. Mat'l's	1,435	
			16,000
Aircraft Fuel			14,000
Pyrotechnics			4,200
Grounds & Facilities			
	Tent Rentals	4,500	
	Trash Collection	4,000	
	Porta-Potties	3,500	
	Signage	500	
	Miscellaneous	1,500	
			14,000
Insurance			11,500
Phone & Fax			600
Safety & Security			
	Police	12,500	

THE GREAT GEORGIA AIRSHOW 2002

Budget

	Fire & EMT	8,500		
				21,000
Lodging				8,800
Performers				50,000
Public Address System				7,000
Office Supplies (Misc.)				3,000
Miscellaneous Expense				
	ICAS Cost	500		
	Misc.	1,600		
				2,100
Vendor Supplies				
	Food	15,000		
	Drinks	8,800		
				23,800
Airport Authority Expense				3,200
Sales Tax				7,500
Operating Capital Loan Return (Seed Money)				20,000
P.R. Commission (8%)				7,000
Total Expenses				266,000
Gross Profit				93,000
Air Show Management Fee				46,500
Net Profit (Kiwans Service Projects Account)				46,500

Wings Over Dixie 2001 Budget

Income						
Advertising Income					\$ 5,000.00	
Interest Income					\$ 200.00	
Sponsor Income					\$ 200,000.00	
Vendor Income						
	Drink			\$ 53,000.00		
	Food			\$ 35,500.00		
					\$ 88,500.00	
On-Site Ticket Sales					\$ 105,000.00	
Donations to Offset Cost of Meals						
	Buffalo Rock			\$ 6,885.00		
	Kroger			\$ 2,000.00		
	Wachovia Bank			\$ 250.00		
					\$ 9,235.00	
Kroger Ticket Sales					\$ 87,500.00	
Total Income						\$ 495,435.00
Expenses						
Meals						
	Reception (150)			\$ 1,000.00		
	Sat. Nite (350 Meals & Drink)			\$ 7,525.00		
	Lunches (2 @ 300)			\$ 3,000.00		
					\$ 11,525.00	
Advertisizing Expense						
	AJC			\$ 10,000.00		
	Fayette Daily News			\$ 1,000.00		
	The Citizen			?		
	The Neighbor			?		
	Pilot's Magazine			\$ -		
	Mailing to Area Pilots			\$ 1,100.00		
					\$ 12,100.00	
Bus Rentals					\$ 14,000.00	
Car Rentals					\$ 500.00	
Golf Cart Rentals					\$ 1,700.00	
Hand Held Radios Rentals					\$ 800.00	
Marketing Agent					\$ 28,000.00	
Marketing Materials						
	Video Tapes			\$ 3,500.00		
(Donation= \$2650)	Programs (2500)			\$ -		
	Graphic Design Fees			\$ 2,000.00		
	Brochures			\$ 2,800.00		
	Brochure Inserts			\$ 200.00		
	Flyers (100,000)			\$ 1,500.00		
	Posters (1000)			\$ 1,000.00		
	Banners			\$ 2,000.00		
	Billboards			\$ 3,100.00		
	Misc. Materials			\$ 1,500.00		
					\$ 17,600.00	
Aircraft Fuel					\$ 29,000.00	
Pyrotechnics						
	Pyrotechnic Contract			\$ 3,600.00		
	700 Gal Jet Fuel			\$ 2,100.00		
					\$ 5,700.00	
Grounds & Facilities						
	Tents, Chairs & Tables Rental			\$ 4,500.00		
	Trash Collection			\$ 4,100.00		
	Porta-Potties			\$ 2,120.00		
	Signage			\$ 500.00		

Wings Over Dixie 2001 Budget

	Miscellaneous		\$ 1,500.00		
				\$ 12,720.00	
Insurance				\$ 11,201.00	
Parking Expenses					
(Donation = \$1000)	Mowing Lot		\$ -		
	Staffing		\$ 2,500.00		
	Miscellaneous		\$ 500.00		
				\$ 3,000.00	
Phone & FAX				\$ 1,000.00	
Security					
	Police (15x10hr/dayx2)		\$ 7,500.00		
	Fire Dept (4x10hr/dayx2)+\$4M		\$ 8,000.00		
	Medical Team (5x8hr/dayx2)		\$ 1,840.00		
				\$ 15,340.00	
Lodging				\$ 9,000.00	
Performers				\$ 60,000.00	
Ticket Sales Expense					
(Donation = \$2800)	Tickets (60,000)		\$ -		
	Miscellaneous		\$ 300.00		
				\$ 300.00	
FAA Tower				\$ 585.00	
Public Address				\$ 7,000.00	
Office Supplies				\$ 750.00	
Miscellaneous Expense					
	ICAS Convention		\$ 825.00		
	Non-Profit Postage Permit		\$ 250.00		
	Miscellaneous		\$ 3,925.00		
				\$ 5,000.00	
Vendor Supply					
	Food		\$ 23,750.00		
	Drinks		\$ 14,250.00		
				\$ 38,000.00	
Airport Authority Expense				\$ 2,865.00	
Sales Tax				\$ 9,625.00	
Total Expenses					\$ 297,111.00
Gross Profit					\$ 198,324.00
PR Commission = 8%					\$ (15,865.92)
Net Profit					\$ 182,458.08
Air Show Management Fee (33 1/3%) Payable to Dble Wing.					\$ 60,819.36
Net Net Profit: (To Be Divided Equally Between Fayette Youth Protection Homes, Inc. & Peachtree City Kiwanis Club)					\$ 121,638.72

Wings Over Dixie 2001 Budget

(Final-23Dec01)

Income								
		Projected	Item	Subtotal Item	Projected Total	Pledged Total	Received Total	
Advertising Income				\$ 5,000.00		\$ 4,470.00	\$ 4,470.00	
Interest Income				\$ 200.00		\$ 112.52	\$ 112.52	
Sponsor Income				\$ 200,000.00		\$ 109,075.00	\$ 99,075.00	
Vendor Income								
	Drink		\$ 53,000.00					
	Food		\$ 35,500.00					
	Booth Deposits							
				\$ 88,500.00		\$ 55,272.38	\$ 55,272.38	
On-Site Ticket Sales				\$ 105,000.00		\$ 78,492.66	\$ 78,492.66	
Kroger Ticket Sales				\$ 87,500.00		\$ 48,411.92	\$ 48,411.92	
Total Income					\$ 486,200.00	\$ 295,834.48	\$ 285,834.48	
Seed Money					\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
Total Funds Available					\$ 516,200.00	\$ 325,834.48	\$ 315,834.48	
Expenses								
		Projected	Item	Subtotal Item	Projected Total	Payables Total	Paid Total	
Meals	Media Day/Work Day		\$ 250.00			\$ 280.00	\$ 280.00	
	Sat. Nite (350 Meals & Drink)		\$ 6,150.00			\$ 6,000.00	\$ 6,000.00	
	Lunches (2 days x 350)		\$ 4,250.00	(\$3500 Inkind Donation)				
				\$ 10,650.00				
Advertising Expense	AJC		\$ 10,000.00			\$ 10,183.53	\$ 10,183.53	
	Fayette Newspapers		\$ 1,000.00			\$ 1,754.25	\$ 1,754.25	
	Pilot's Magazine		\$ -			\$ 200.00	\$ 200.00	
	Mailing to Area Pilots		\$ 1,100.00			\$ 1,455.29	\$ 1,455.29	
	Web Site Hosting		\$ -			\$ 420.00	\$ 420.00	
				\$ 12,100.00				
Bus Rentals				\$ 14,000.00		\$ 9,716.23	\$ 9,716.23	
Car Rentals				\$ 1,000.00		\$ 780.81	\$ 780.81	
Golf Cart Rentals				\$ 1,700.00		\$ 2,846.15	\$ 2,846.15	
Hand Held Radios Rentals				\$ 800.00		\$ 979.75	\$ 979.75	
Marketing Agent				\$ 28,000.00	(Salary/Exp)	\$ 23,240.09	\$ 23,240.09	
Marketing Materials	Video Tapes		\$ 3,500.00			\$ 3,000.00	\$ 3,000.00	
	Programs (2500)		\$ 5,000.00	(In-kind Donation 1300 Programs=\$5000)		\$ -	\$ -	
	Graphic Design Fees		\$ 2,000.00			\$ 3,695.00	\$ 3,695.00	
	Brochures		\$ 2,800.00			\$ 2,897.50	\$ 2,897.50	
	Brochure Inserts		\$ -			\$ -	\$ -	
	Posters (250)		\$ 200.00	(In-kind Donation = \$50)		\$ 112.50	\$ 112.50	
	Banners		\$ 2,000.00			\$ 6,148.80	\$ 6,148.80	
	Billboards		\$ 3,100.00			\$ 3,390.90	\$ 3,390.90	
	Misc. Materials		\$ 1,500.00			\$ 300.00	\$ 300.00	
				\$ 20,100.00				
Aircraft Fuel	AVGAS (9,900 Gal.)		\$ 22,500.00			\$ 13,981.35	\$ 13,981.35	
	Jet Fuel (740Gal.)		\$ 1,600.00			\$ 1,178.48	\$ 1,178.48	
	Propane (720 Gal.)		\$ 900.00			\$ -	\$ -	
	A/C Oil, Smoke Oil		\$ 3,600.00			\$ 509.63	\$ 509.63	
	CAF Fuel Payment					\$ (793.85)	\$ (793.85)	
				\$ 28,600.00				
Pyrotechnics	Pyrotechnic Contract		\$ 3,600.00					
				\$ 3,600.00		\$ 4,145.12	\$ 4,145.12	
Grounds & Facilities	Tents, Chairs & Tables Rental		\$ 4,500.00			\$ 6,157.83	\$ 6,157.83	
	Trash Collection		\$ 4,100.00			\$ 4,100.00	\$ 4,100.00	
	Porta-Potties		\$ 2,120.00			\$ 2,120.00	\$ 2,120.00	
	Signage		\$ 500.00					
	Miscellaneous		\$ 1,500.00			\$ 1,684.22	\$ 1,684.22	
				\$ 12,720.00				

Wings Over Dixie 2001 Budget

(Final-23Dec01)

	Projected	Item	Subtotal	Projected Total	Payables Total	Paid Total
Insurance			\$ 11,201.00		\$ 11,201.00	\$ 11,201.00
Parking Expenses						
	Mowing Lot	\$ 1,000.00	(In-kind Donation = \$1000)			
	Staffing	\$ 2,500.00				
	Miscellaneous	\$ 500.00				
			\$ 4,000.00			
Phone & FAX			\$ 1,000.00		\$ 589.64	\$ 589.64
Security						
	Police (15x10hr/dayx2)	\$ 7,500.00			\$ 12,625.00	\$ 12,625.00
	Fire Dept.(4x10hr/dayx2)+\$4M	\$ 6,000.00			\$ 4,800.00	\$ 4,800.00
	Medical Team (5x8hr/dayx2)	\$ 1,840.00			\$ 3,400.00	\$ 3,400.00
	Miscellaneous	\$ 500.00			\$ 480.30	\$ 480.30
			\$ 15,840.00			
Lodging	Motel Rooms	\$ 10,000.00				
Performers			\$ 10,000.00		\$ 8,809.98	\$ 8,809.98
			\$ 55,000.00		\$ 49,290.41	\$ 49,290.41
Ticket Sales Expense	Tickets (60,000)	\$ 2,750.00	(In-kind Donation = \$2750)			
	Miscellaneous	\$ 300.00			\$ 51.23	\$ 51.23
			\$ 3,050.00			
FAA Tower			\$ 585.00		\$ -	\$ -
Public Address			\$ 7,000.00		\$ 7,000.00	\$ 7,000.00
Office Supplies			\$ 750.00		\$ 893.08	\$ 893.08
Miscellaneous Expense						
	ICAS Convention	\$ 825.00			\$ 821.67	\$ 821.67
	Miscellaneous	\$ 3,925.00			\$ 2,287.17	\$ 2,287.17
Vendor Supply			\$ 4,750.00			
	Food	\$ 23,750.00				
	Drinks	\$ 14,250.00				
			\$ 38,000.00		\$ 22,829.81	\$ 22,829.81
Airport Authority Expense			\$ 3,823.00		\$ 3,262.83	\$ 3,262.83
Sales Tax			\$ 9,625.00		\$ 7,111.49	\$ 7,111.49
Seed Money			\$ 30,000.00		\$ 30,000.00	\$ 30,000.00
Total Expenses				\$ 327,894.00	\$ 275,937.19	\$ 275,937.19
Gross Profit				\$ 188,306.00	\$ 49,897.29	\$ 39,897.29
PR Commission=8%				(15,064.48)		(\$3,191.78)
Projected Net Profit						
Projected Air Show Management Fee (33 1/3%) Payable to Dixie Wing.				\$ 57,747.17		
Projected Net Net Profit: To Be Divided Equally Between Fayette Youth Protection				\$115,494.35		
Home, Inc. & Peachtree City Kiwanis Club)						
Actual Income Less Expenses as of: 12/23/01						36,705.51
						36,705.51
Net Profit						36,705.51
Air Show Management Fee (33 1/3%) Payable to Dixie Wing.						36,705.51 12,235.17
Net Net Profit: (To Be Divided Equally Between Fayette Youth Protection Homes,						36,705.51
Inc. & Peachtree City Kiwanis Club)						\$ 24,470.34
Note: \$250.00 remaining in Bank Account to cover the cost of reviewing the 2001 Tax Return by CB&H, LLP						
Note: \$10,000 shortfall due from sponsor (KGR) is pending.						

2000 AIRSHOW FUNDS SPENT IN COMMUNITY

Type Expenditure	Payee	Amount	Area Totals
Advertising	Atlanta Journal-Constitution	\$ 10,000.91	
	Fayette Newspapers, Inc.	\$ 1,000.49	
	J93.3 Radio	\$ 1,275.00	
	Times Herald	\$ 88.00	
			\$ 12,364.40
Car Rentals	Enterprize Car Rental	781.77	
			781.77
Golf Cart Rentals	Golf Car Sales & Supply, Inc.	\$ 1,715.00	
			\$ 1,715.00
Aircraft Fuel	PTC Airport Authority	\$ 7,875.26	
	Young Petroleum, Griffin, GA	\$ 847.86	
	Sprayberry Oil Co., Conley, GA	\$ 2,139.60	
	Gary Donovan	\$ 30.77	
			\$ 10,893.49
Tent Rental	Reece Tent Rental	\$ 8,670.61	
	Greg Hall	\$ 249.06	
			\$ 8,919.67
Trash Collection	EPI	\$ 6,000.00	
			\$ 6,000.00
Portable Toilets	Lion's Den	\$ 4,250.00	
			\$ 4,250.00
Signs & Safety Equipment	Safety Signal Co.	\$ 633.15	
	Dick Djubek	\$ 1,478.47	
			\$ 2,111.62
Insurance	McEver & Tribble, Inc.	\$ 12,091.00	
			\$ 12,091.00
Lodging	Hampton Inn	\$ 2,008.80	
	Holiday Inn	\$ 9,568.82	
			\$ 11,577.62
Printing	Fayette Printing	\$ 7,090.65	
	Kwik Copy	\$ 370.98	
	Lawrence Printing	\$ 7,058.21	
			\$ 14,519.84
Vendor Supply	U. S. Food Service	\$ 11,288.71	
	Buffalo Rock	\$ 7,574.40	
	Kraft Pizza	\$ 807.84	
			\$ 19,670.95
School Busses	Fayette County School Board	\$ 20,666.46	
			\$ 20,666.46
Security	Sheriff's Department	\$ 2,750.00	
	Other Police Departments	\$ 13,800.00	
	Motorcycle Escort	\$ 400.00	
	Fire Department & EMT	\$ 8,720.00	
			\$ 25,670.00
Grand Total			\$ 151,231.82

Community Participation in Concession Sales

Group Booth	Gross Sales	Net Profit	WH sale	Number		Next Time
				People	Hours	
727		2400	2686	40	350	?
737	7389	2192	4103	122		yes
747	9000	4500	4729	50		yes
757	5767	1283	3820	54	290	yes
767	11847	5000	6319	68	742	?
DC-3		750?	1276	8	?	yes
DC-4	3959	1525	2209	20	104	yes
DC-8N/S	6582	2034	3919	38	240	yes
DC-9	5495	2072	2072	35		yes
DC-10	2230	699	1346	12		yes
727 Fayette Daybreak Rotary				WH=Warehouse Sales		
737 BSA Troop 181						
747 Starr's Mill Dugout Club						
757 American Legion Post 105						
767 Bedford School						
DC10 Playground Comm.						
DC3 Fayette County HS Band Boosters						
DC4 BSA Troop 163						
DC8 Fayette County High Select Chorus						
DC9 McIntosh Varsity Cheerleaders						

ATTACHMENT 2

CONTRACT FOR SERVICES

This Agreement is made and entered into this ____ day of _____, 2002 by and between the City of Peachtree City ("City"), acting by and through its Mayor and City Council, and Wings Over Dixie, Inc.

WHEREAS the Great Georgia Air Show ("Air Show") is likely to bring financial and other benefits to the City and its citizens;

WHEREAS the City has the duty and authority to provide fire and police protection and other emergency services to people within its borders;

WHEREAS to ensure the safety of its attendees, the Air Show requires the presence of fire, police and emergency services personnel in numbers greater than are usually called for;

THEREFORE, the City and Wings Over Dixie agree as follows:

1. The City promises and agrees that it will, for the consideration mentioned herein, authorize the payment of up to \$21,000 for police and fire department personnel and other associated expenses to provide public safety services at the 2002 Great Georgia Air Show ("Air Show"), to be held on September 13 - 15, 2002.
2. In consideration of the agreement being executed and performed by the City, Wings Over Dixie promises and agrees that it will operate the Air Show in a manner, which positively reflects upon the City, the airport, and community. Also, Wings Over Dixie shall reasonably market and advertise the Air Show to attract visitors from outside of the City.
3. Wings Over Dixie agrees to provide the City, on request, copies of any financial audits or reports identifying or discussing sources and uses of funds for the Air Show or its predecessors, previously known as the Wings Over Dixie Air Show.
4. If the Air Show is canceled or postponed, prior to September 13, 2002, the parties obligations under this contract will be canceled.
5. Wings Over Dixie agrees that it will comply with all laws, rules, regulations, codes, ordinances and orders of city, county, state, and federal governments and other public authorities having jurisdiction over the Air Show and activities there. Wings Over Dixie will be responsible for all safety precautions at the air show.
6. Wings Over Dixie will be responsible to the City for the acts and omissions of Wings Over Dixie and its employees and agents. Wings Over Dixie will indemnify and hold the City harmless from all claims, damages, losses, expenses, attorneys' fees, and demands arising out of or resulting in whole or in part from any act or omission of Wings Over Dixie, or its agents or employees.

In witness, the parties have signed this agreement as of the day and year first above written.

CITY OF PEACHTREE CITY

WINGS OVER DIXIE, INC.

Steve Brown
Mayor of Peachtree City

BY: _____
Its President

ATTACHMENT 3

24 April 2002

CITY OF PEACHTREE CITY

151 Willowbend Road
Peachtree City, GA 30269
Tel: (770) 487-7657

1. This document constitutes a working agreement between the Wings Over Peachtree City organization, the City of Peachtree City, and the Peachtree City Airport Authority for the planning and implementation of the annual (newly named) **"Great Georgia Air Show"** conducted at Falcon Field for the benefit of local charitable and non-profit organizations.
2. The "Wings Over Peachtree City" organization is responsible for scheduling, planning, publicizing, coordinating and obtaining necessary approvals and permits from the City of Peachtree City, Peachtree City Airport Authority, and Federal Aviation Administration to execute the Airshow. All planning and actions for fire prevention and suppression, rescue, emergency medical services, and storage and use of fireworks and explosive devices and mixtures must be coordinated with and approved by the Peachtree City Fire Chief. All planning and actions for security, law enforcement and traffic control must be coordinated with and approved by the Peachtree City Police Chief. In the event of any emergency involving fire, rescue, explosion, plane crash, medical emergency or similar emergency, the Peachtree City Fire Department will initiate, direct and complete necessary corrective actions as authorized by OCGA 25-3-2. Similarly, the Peachtree City Police Department will coordinate any law enforcement emergencies.
3. The Great Georgia Air Show for calendar year 2002 is scheduled for Saturday and Sunday September 14-15, 2002. Preparation, set up and practice will be on Friday September 13th.
4. For the Airshow specified above, **Peachtree City Fire Department** will coordinate and/or provide the following:
 - a. Pre-planning and coordination with area hospitals, ambulance services, Fire Departments, medical evacuation helicopters, area Emergency Communications Centers, Georgia Emergency Management Agency (GEMA), Georgia Mutual Aid Group (GMAG), and the Civil Air Patrol (CAP).
 - b. Pre-planning and coordination with the on site Medical Group. The Fire Department will provide the Medical Group with a Fire Department radio for emergency communications.
 - c. Flushing and testing of all fire hydrants on and near Falcon Field prior to the Airshow.

24 April 2002

d. Assistance and support in pre-burning the grass field west of the runway to minimize potential fires from explosive devices and mixtures during the Airshow.

e. A Public Safety Command and Control Center.

f. On site fire prevention and suppression and emergency medical services consisting of the following equipment and Volunteer or off-duty Career staffing:

(1) "Fly in, set up and press day". (10:00 A.M.-3:00 P.M.)

- (1) Foam capable Engine (1)
- (2) Off road firefighting apparatus (1)
- (3) Advanced Life Support Ambulance (1)
- (4) Volunteer Fire Officer (1) - \$25.00/hour for 5 hours
- (5) Paramedic (1) - \$20.00/hour for 5 hours
- (6) Volunteer EMT (1) - \$18.00/hour for 5 hours
- (7) Volunteer Firefighters (6) - \$15.00/hour each for 5 hours

(2) Show Days (2)(8:00A.M.-6:00 P.M.)

- (1) Foam capable Engine (2)
- (2) Off road firefighting apparatus (1)
- (3) Advanced Life Support Ambulance (1)
- (4) Fire Officer (3) - \$25.00/hour for 20 hours
- (5) Volunteer Fire Officer (1) - \$25.00/hr for 20 hours
- (6) Paramedic (6) - \$20.00/hour each for 20 hours
- (7) Volunteer EMT (6) - \$18.00/hour each for 20 hours
- (8) Volunteer Firefighters (10) - \$15.00/hour each for 20 hours

5. For the Air Show described above, **Wings Over Peachtree City organization will provide** the following coordination, equipment, supplies and funding to the Peachtree City Fire Department and its Members:

a. Information on the dates, times and events scheduled to be in the Airshow as they become available.

b. The identity and contact numbers of person(s) who are authorized to coordinate and speak for "Wings Over Peachtree City" regarding Fire Department and medical issues.

c. Proper paperwork for a pyrotechnics permit 90 days prior to the show.

d. A designated person from the pyrotechnics group to coordinate burning of the grass field on Falcon Field.

e. A location and 110 volt power source for the Public Safety Command Post that is acceptable to the Fire Department.

24 April 2002

f. Five (5) golf carts with roofs and seating for at least four (4) persons on each day of the Airshow.

g. Two (2) Air Show communications system radios for the Fire Department.

h. One (1) Air Show communications system radios for the Medical Center.

i. Unencumbered/free access to bulk potable water and bulk ice.

f. Funding to off-duty career personnel who work at the Airshow. Payment to be made directly to individuals based on a by-name list provided by the Peachtree City Fire Department, with a total payment in the amount of \$ 4,000.00.

g. Funding for duty performed by Volunteer members with lump sum payment to the "Peachtree City Volunteer Firefighter's Association" in the amount of \$6,325.00.

6. For the Airshow specified above, **Peachtree City Police Department** will coordinate and/or provide the following:

a. Pre-planning and coordination with area law enforcement agencies.

b. Off-duty staffing for security and traffic control.

7. For the Air Show described above, **Wings Over Peachtree City organization** will **provide** the following coordination, equipment, supplies and funding to the Peachtree City Police Department and its Members:

a. Information on the dates, times and events scheduled to be in the Airshow as they become available.

b. The identity and contact numbers of person(s) who are authorized to coordinate and speak for the Wings Over Peachtree City organization regarding Police Department, traffic and security issues.

c. Point of contact for payment of off-duty security funds. This individual will be available to provide payment to the off-duty officers no later than 1300 hrs on Monday September 16, 2002. Major DuPree and/or Captain Pye will take receipt for the security payments. There will be individual checks made out to each officer working this event. (see payment rate) The names of these officers will be provided to the Air Show representative no later than Saturday evening (September 14, 2002).

d. Two (2) golf carts with a roof and seating for at least four (4) persons on each show day.

e. Three (3) Air Show communications system radios for the Police Department.

24 April 2002

- f. Unencumbered bottled water and ice available for the officers working the venue.
 - g. Meal passes/cards for each officer working the venue. These will be supplied to Major DuPree by 1000 hrs. each morning.
 - h. Seventy-five (75) 3-foot high wood stakes; ten rolls of brightly colored survey tape; 250 large traffic cones and five rolls of three inch wide yellow "CAUTION" tape.
 - i. Funding for approximately 450 hours for off-duty personnel who work at the Airshow at \$25.00 per hour. Payment to be made directly to individuals based on a by-name list provided by the Peachtree City Police Department, with a total payment in the amount of \$11, 250.00. This payment will be due no later than 1300 hrs. Monday, September 16, 2002.
8. The above plans, resources and costs are based upon past experience and reasonably anticipated occurrences. The requirements for Public Safety listed herein represent the reasonable and necessary level of manpower required to fulfill the City's mission of providing a safe environment for citizen's and visitors. The plans do not include special or extraordinary precautions that may be required due to recent or developing national and inter-national incidents. It is incumbent upon Air Show organizers to establish and maintain contacts with state and federal officials to ensure knowledge of any special precautionary measures that may be required. Any such requirements in the Public Safety area that require additional manpower will also require additional funding.
9. The Peachtree City Director of Leisure Services (Randy Gaddo) will serve as the City Coordinator for overall planning of the Airshow. As such, all requests for City services supporting the Air Show will be channeled through him. This will provide a central point of contact for air show and city service coordinators, and will ensure clear lines of communication. Air Show organizers will provide the name of one person, and an alternate, who will be the Air Show point of contact for city services and with whom Mr. Gaddo will primarily communicate on these matters.

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10. The undersigned representatives agree to the arrangements and services specified above. Changes may be made by agreement between authorized officials involved in a particular action, with notice provided to other signatories to this agreement.

S/ _____ Date _____
Peachtree City Airport Authority

S/ _____ Date _____
"Wings Over Peachtree City, Inc."

S/ James V. Munn Date April 24, 2002
Chief of Police

S/ Tommy R. Smith Date April 24, 2002
Fire Chief

ATTACHMENT 4

The Great Georgia Air Show
At Peachtree City
P.O. Box 2035
Peachtree City, GA 30269

April 12, 2002

Honorable Mayor and Council Members of Peachtree City
151 Willowbend Road
Peachtree City, GA 30269

Dear Mayor and Council,

We are pleased to announce the dates for the Air Show in Peachtree City this year are September 14th and 15th, 2002. The Air Show name has been changed to better reflect the overall region being represented and will be The Great Georgia Air Show. This year's theme will be "Wings of Remembrance" and will encapsulate a sense of patriotism and national security.

As in the past 4 years, the Air Show positively impacts the local economy by providing economic benefit to area businesses, hotels, restaurants, gas stations, etc. while providing much needed charitable dollars that last year supported 38 local charities.

Through planning and execution with Peachtree City Public Safety Officers and the Air Show Board, this event has not only provided quality family oriented entertainment but also has done so with the support and management of the Peachtree City Fire and Police Departments. To put it succinctly these professionals have public safety related to this event down to a science.

Having received funding to offset the expense of compensating these officers for their work in the past, we are requesting like compensation for this year's Air Show to be used to pay these police and fire personnel. That amount being at or about \$21,000 and paid directly to the officers.

I will be happy to appear before you during a council meeting to answer any questions you may have regarding this request.

Sincerely,


Greg L. Hall
Air Show Chairman

CITY OF PEACHTREE CITY
INTER-OFFICE MEMORANDUM

TO: Mayor Brown and Members of Council

VIA: City Manager, ATTN: Mr. Jim Basinger

FROM:  Stopy Lohr
Fire Chief

DATE: April 25th, 2002

SUBJECT: Model Rocket Code

Attached is a recommended addition as Section 54-13 to the Peachtree City Code of Ordinances covering the use of model rockets within Peachtree City.

The addition is based upon an inquiry about permitted use of model rockets by Mr. Bill Glasgow of Planterra Ridge. He wanted to use model rockets with his family, but did not want to run afoul of the law. Our research indicated that there are no existing Peachtree City guidelines for this activity. There is an existing National Standard, National Fire Protection Association (NFPA) Standard 1122, Code for Model Rocketry, that Peachtree City Code has adopted by reference as part of the National Fire Code. These guidelines are not readily available to the average citizen.

While this was the first inquiry that the Fire Department has received, additional coordination with The Hobby Stop and with the Board of Education indicated that the use of model rockets appears widespread. Therefore, it seems prudent to publish guidelines so that families, hobbyists and schools have ready access to the guidelines and can participate in model rocketry in a safe and reasonable manner.

The Code language includes requirements from the National Code so that essential requirements are found in a single source.

This action has been coordinated with the Director of Leisure Services, The Hobby Stop, and Dr. John Decotis and Dr. Sharon Boyer (Science Coordinator) of the Fayette County Board of Education.

Peachtree City Code of Ordinances

25 April 2002

Sec. 54-13 (added). Use of Model Rockets. The intent of this code is to provide a ready reference for citizens who wish to participate in model rocketry as a family or recreational hobby or activity, and guidelines to insure reasonable safety is maintained for those activities. Launching of model is authorized only at the locations specified in sub-paragraph (g) below and in compliance with the requirements of National Fire Protection Association Standard 1122, Code for Model Rocketry; Federal Aviation Administration Regulations, Title 14, Code of Federal Regulations, Parts 101.1 through 101.25; and the requirements of this section. This code does not apply to model or toy rockets propelled by pressurized-liquid rocket motors containing less than 250 ml (8.45 fl oz) of water. Neither does it prohibit the sale, possession or transportation of larger model rockets that are compliant with National Standards and federal law and launched at authorized locations outside Peachtree City limits.

(a) Model rocket structural parts, including the body, nose cone and fins, must be made of paper, wood, or plastic and shall not contain any metal parts except the engine hook(s).

(b) Model rockets shall have a parachute or similar recovery system for returning to the ground designed so they can be flown again.

(c) Model rockets shall not weigh more than 16 oz (453 g) at lift-off, including the propellant.

(d) Model rockets shall not use more than a total of 4 oz (113 g) of propellant. Model rocket motors are restricted to commercially available solid propellant expendable motors available for sale to the general public. An individual model rocket motor must not contain more than 2.2 oz (62.5 g) of propellant materials. Rocket motors used by persons 17 years of age or younger must be designed to comply with Consumer Product Safety Commission (CPSC) Regulations, Title 16, Code of Federal Regulations, Parts 1500.85(8) and (9). Rocket motors of size F, 2F, 4F, 1G or 2G may only be used by persons who are 18 years of age or older. Rocket motors must have the size or nominal performance characteristics of the motor clearly imprinted either on the exterior surface of the motor or its packaging.

(e) Model rockets shall not carry a payload that is flammable, incendiary, explosive, or harmful to persons or property.

Peachtree City Code of Ordinances

25 April 2002

(f) Model rockets must be launched outdoors in a cleared area that is free of trees, power lines, buildings and dry brush and grass hereinafter referred to as the "launch site." The launch site must be at least the size as described in the table below. For a circular area, the minimum launch site area is the diameter. For a rectangular area, the minimum launch site area is the shortest side.

MINIMUM LAUNCH SITE DIMENSIONS (IN FEET)	
Equivalent Motor Size	Minimum Site Dimensions
¼ A and ½ A	50
A	100
B	200
C	400
D	500
E, F, 2F, 1G	1,000
4F, 2G	1,500

(g) Using the launch site area size criteria in paragraph (f) above, individual citizens may only launch model rockets from the following locations in Peachtree City, and only if the area is not being used for team sports practice or competition. The maximum size motor permitted is shown below for each location. The maximum motor size permitted at each of the following locations is further restricted and subject to the requirements of paragraph (f):

LOCATION	Maximum Motor Size
(1) Meade Field	D
(2) South Highway 74 Baseball/Soccer Complex	E
(3) Braelinn Recreation Area (Log House Road)	D

(h) The Fayette County Board of Education is authorized to launch model rockets from school grounds. Such activities must be part of the curriculum or sanctioned school activities, must be supervised by a teacher, and must follow the distance requirements of sub-paragraph (f) above.

(i) Model rockets must be launched from a stable launch device that provides rigid guidance until it has reached a speed adequate to ensure a safe flight path. To prevent accidental eye injury, the launcher must be placed so that the end of the rod is above eye level, or the end must be capped. Rockets must be launched within 30 degrees of vertical, and shall not be launched at targets.

(j) The launcher must have a blast deflector device to prevent the motor exhaust from hitting the ground directly. The area around the launch device must be cleared of dead grass, dry weeds, and other easy to burn materials.

(k) The system used to launch the rocket must be remotely controlled and electrically operated. It must have a switch that returns to the "off" position when released. The system must be equipped with a removable safety interlock in series with the launch switch.

Peachtree City Code of Ordinances

25 April 2002

(l) All persons must remain at least 15 feet from the model rocket during launch if the rocket motor size is "E" or smaller. They must remain at least 30 feet away if the rocket motor size is "F" or larger.

(m) All people in the launch area must be made aware of the pending model rocket launch, and an audible 5-second countdown shall take place.

(n) Model rockets shall only be launched during hours of daylight, and shall not be launched into clouds or near aircraft. They shall not be launched if wind speed is greater than 20 mph.

(o) In the event of a motor misfire, no person shall approach the launcher for at least one minute and until the safety interlock has been removed or the battery has been disconnected from the ignition system.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council
VIA: City Manager 
FROM: City Clerk 
DATE: April 26, 2002
SUBJECT: WASA Bond Issue Report

Attached is an e-mail copy of a letter from Todd Barnes. Mr. Barnes and Larry Turner will address Council at the May 2 meeting and provide a status update on the WASA bond issue.

Attachment

:pd

April 25, 2002

Mr. Jim Basinger
City Manager
City of Peachtree City
151 Willowbend Road
Peachtree City, Georgia 30269

Re: \$15,350,000* Peachtree City Water and Sewerage Authority (Georgia)
Sewer System Revenue Bonds, Series 2002

Dear Jim:

The sale of the Series 2002 Bonds for the Water and Sewerage Authority is scheduled for Tuesday, April 30, 2002. The Authority will meet that evening to adopt the Bond Resolution and approve the Bond Purchase Agreement. Since the Mayor and City Council adopted a resolution last December approving the First Amendment to Sewer System Agreement, there is no formal action required by the Mayor and City Council in connection with the sale of bonds next week. However, Larry Turner and I would appreciate the opportunity to make a brief report on the results of the sale to the City Council during the New Business portion of their meeting scheduled for 7:00 p.m. on Thursday, May 2, 2002.

Best wishes and personal regards.

Sincerely,

Todd L. Barnes
Managing Director
Investment Banking

cc: Larry B. Turner, General Manager