

City Council of Peachtree City

Agenda

April 3, 2003

7:00 p.m.

- I. Pledge of Allegiance
- II. Announcements, Awards, Special Recognition
 - Remind Attendees to Turn Off Cell Phones
 - Safety Week Proclamation
 - National Library Week Proclamation
 - Peachtree City Georgia Baseball Association Proclamation
 - Recognize Employee of the Month – Wayman Luke
- III. Minutes
 - March 6, 2003 Regular Meeting Minutes
- IV. Monthly Reports
- V. Consent Agenda
 - 1. Consider Appointment to the Development Authority
 - 2. Consider Adoption of LUC-19 Zoning (Leach Tract)
 - 3. Consider Reinstatement of LUC-3 Rezoning (Westpark)
 - 4. Consider Contract for Wrecker Service
 - 5. Adoption of Resolution to Commit Local Funding to LCI Implementation Grant Application
 - 6. Consider Request by Southern Conservation Trust to Sublease Office
 - 7. Consider Resolution Regarding Fence Enhancements to the Bridge over CSX Railroad on Highway 54
- VI. Old Agenda Items
 - 03-03-CA4 Consider Amendments to CAR 3-8
- VII. New Agenda Items
 - 04-03-01 Public Hearing – Variance – St. Andrew's in the Pines Episcopal Church
 - 04-03-02 Public Hearing – Variance – McDonald's, Crossing East
 - 04-03-03 Hear Pension Consultant Report
 - 04-03-04 Hear Issues with Ashland Grille/Development Authority
 - 04-03-05 Discuss Development Philosophies
- 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.

The minutes include Council Member Rapson's changes only. We did not receive Council Member Weed's changes before the books were put together.

**City of Peachtree City
Minutes of Meeting
March 6, 2003
7:00 p.m.**

The City Council of Peachtree City met Thursday, March 6, 2003, 7:05 p.m., in the City Hall Council Chambers. Council Members attending were: Mayor Steve Brown, Annie McMenamin, Steve Rapson, Dan Tennant, and Murray Weed.

Announcements, Awards, Special Recognition

Mayor Brown proclaimed the week of March 9-15 as Girl Scout Week. March 6 was proclaimed Howard A. Morgan Day in recognition of the former mayor's contributions.

Approval of Minutes

Tennant moved to approve the February 20, 2003, minutes as written. Rapson seconded. The motion carried 4-0-1 (McMenamin).

Consent Agenda

- 1. Alcoholic Beverage License – Change in Licensee and License Representative – Publix #799**
- 2. Alcoholic Beverage License – Change in License Representative – Chic’N D’Lite**
- 3. Submit Stormwater Certification for Public Works Facility**
- 4. Consider Resolution Regarding Bridge Lighting Assistance over CSX Railroad on Highway 54**

Tennant moved to approve Consent Agenda Items 1-4 as submitted. Rapson seconded. McMenamin noted that the change in license representative for Chic’N D’Lite was quick. The motion carried unanimously.

Old Agenda Items

06-02-03 Consider Dog Park Funding

Rapson said the idea for the dog park started in March 2002 and the idea had been debated and talked about. There were several concerns and Council Member Weed had gone to the drawing board and worked with the Dog Park Committee, which was now an official subcommittee of the Recreation Commission. Rapson suggested Council follow the same logic it used for the All Children's Playground and give the Dog Park Committee \$5,000 as seed money so the committee can form a non-profit organization and raise their own funds.

Several Dog Park Committee members and residents addressed Council. Those addressing Council included Carol Bryant, finance chairman for the committee, Robin Lorber, Brenda Cook, Dawn Johnson, Debbie Condon, Fred Bryant, Jill Church, Gary Rower, Mark Hyde, and Carol Fritz.

Carol Bryant explained the Dog Park Committee's set-up to Council. She said there were four subcommittees – facilities, publicity, organizational (looking into nonprofit status), and finance. She said she had done a lot of research into dog park facilities. There were over 600 parks in the U.S. The studies showed that people who used the parks were self-policing. The end result of such facilities was better-behaved canine citizens. Bryant said it was not about dogs, but about the dog owners who lived in the City. She continued that their dogs were their recreation. Bryant said they were outlining a fundraising plan and would go to businesses and private individuals with a sponsorship plan. Ideas included selling bricks for the walkway, such as at the All Children's Playground.

McMenamin said she was not against dogs; her concern was the money. She said her constituents would have her tarred and feathered if she approved \$5,000 for seed money for the dog park. She continued there were unfunded projects and most dog parks were privately owned. She added that Council gave the All Children's Playground \$5,000 seed money for a \$150,000 project. For the amounts to be comparable, Council would provide the committee with about \$350.

Major points raised by those supporting and opposing the proposal included:

- The facility would be for families and children, as well as dogs.
- Concerns about responsible pet owners and liability issues
- City already donated the land and economic times were difficult.
- The park would enhance the quality of life in the City.
- The park would be an extension of the family atmosphere and would be safe, controlled, and monitored.
- Public safety should come first and who would be responsible if the committee fell apart.
- Cause was worthy, but it was unnecessary.
- If Council could not fulfill public safety budget requests, then money should not be wasted on the dog park.
- Suggestion that small amounts be donated annually rather than a lump sum.
- Group heading in right direction, but would like to see the committee raise some money first.

Rapson said he felt the dog park was a need for the community. He continued that, if there was something crucial needed for public safety, then the budget would be reshuffled so the City could get it. He continued that the directors and chiefs had the ability to redirect funds within their existing budget or to approach the City Manager who could allocate funds from the \$240,000 in the PIP contingency fund to address public safety funding issues. To compare the dog park to public safety was misleading. Rapson said

the City was in a sound financial position. He pointed out that taxes would not be raised because of the dog park and that \$5,000 was less than two percent of the Council Contingency Fund. He said they were talking about an amenity that cost less than \$15,000 and would last forever. Rapson clarified that no one had voiced opposition or disagreed that the dog park was not a good idea, except for Gary Rower. Rapson added three of the 31 people on the Dog Park Committee did not live in the City. If the project were prorated, based on those numbers, the City should fund 90% of the park, which was \$12,735.

Tennant noted that everyone had made good points and that it was not an easy decision for Council. He concurred with those who said the park was unnecessary, but said the question was whether or not the park was a worthwhile investment. The City was famous for being family-friendly and Tennant said he suspected the dog park was a worthwhile investment for \$5,000.

Rapson moved to approve the \$5,000 from Council Contingency as outlined. Tennant seconded.

Brown said he heard two main complaints from citizens – golf carts did not give audible warnings when passing people on the paths and dogs were running loose on the paths. He added the dog park would be an inexpensive, long-term asset.

Weed said the dog park idea was suggested to him and he had sponsored it. He continued that the committee had met every challenge put before it. Weed said the money would not go to pay for literature or press releases, but would go for a water fountain that would serve people and dogs. Weed added that the presidents of the roller hockey and lacrosse associations felt the water fountain would be a good idea. The fountain would be located near the rink used by the associations.

Rapson clarified that it was solely his idea to put the request for the \$5,000 on the agenda. Rapson noted that no member of the dog park committee or Council Member Weed had approached him to make this request. The committee had met all of his concerns.

The motion carried 4-1 (McMenamin).

02-03-06 Alcoholic Beverage License – NEW – Buckhead Brewery & Grill, Inc.

Bruce Nicely, the applicant for licensee, addressed Council. He said they were excited about the restaurant, which would be the fifth unit. The restaurant was scheduled to open in late April. Nicely continued that the restaurant would be a significant addition to the community and would sponsor events in the community. He noted that Buckhead Brewery had sponsored an angel tree for local humane societies in the past.

Tennant moved to approve the alcoholic beverage license as submitted with Bruce Nicely as the licensee and Terrie Andrews as the license representative. Rapson seconded. The motion carried unanimously.

New Agenda Items

03-03-01 Update on Field of Hope

Nick Harris updated Council on the efforts for the Field of Hope. Harris, the father of a child with disabilities, said he had probably spent 2,000 hours a year for three years on the baseball field designed for children with any disability to play baseball. Harris thanked Council for their efforts and said his committee was very excited about doing the right thing for children.

Harris continued that three years ago the Challenger League served 2,400 children. Today, the league served over 2,600. Council gave the land at the South 74 Complex for the Field at Hope. The Field of Hope had 501(C)(3) status and to date had raised \$257,000 worth of in-kind gifts and services and \$68,000 in cash. Harris related that the field needed sewer service rather than septic and he recently found someone who was willing to do the \$40,000 worth of work for nothing.

Harris said the second annual Country Clash was scheduled on Sunday, March 23, at the South 74 Complex. The event marked the opening day of the Little League season. The Country Clash held last summer netted the Field of Hope \$27,000 in six hours. Harris said they hoped to raise \$50,000 on March 23. The cost was \$10 a carload.

The target date to open the baseball fields was September 20. Harris thanked Group VI and said they would not be at this point without the company's support. Harris said if they ran short of cash, the concession stand would be deferred. The committee was still in need of a major sponsor. When completed, the field would serve 30,000 children in the south metro area. The Field of Hope had already been asked to host the 2nd Annual Challenger Tournament and was working with the Special Olympics on a program for those over the age of 21. Harris continued that President Bush had accepted an invitation to throw out the first pitch at the fields based on his availability.

Brown asked Harris if they had considered expanding into rural areas so they would be eligible for DCA funds. Harris said children from several rural counties participated in the Challenger program and that various Rotary Clubs had formed a council to raise money for the project. Brown said the Council, as a government entity, could also help get in touch with agencies.

03-03-02 Discuss Taxpayer Concern over Debt and Operations Related to Venues Managed by the Development Authority

Dave Gardner, Bill McDonald, and Ron Small addressed Council with prepared statements regarding their concerns about the Tennis Center and Amphitheater. All three told Council they were founding members of the Tennis Center. A copy of each person's prepared remarks was included in the official meeting file.

Their major points of concern included the following:

- Virgil Christian and Tennis Center management
- Tennis Center Expenses
- Both facilities operating at a loss
- Increase in Amphitheater ticket prices and Tennis Center fees
- Expenses not tracking to budget
- Problems with slippery indoor courts
- Tennis Center being turned into teaching center vs. recreation for residents
- Pros using courts, but not paying fees
- Pros not interacting with members
- Virgil Christian and pros' compensation
- Hosting tournaments at a deficit
- Problems with restaurant rental income
- No plans in budget to adequately maintain facilities
- Development Authority debt
- Development Authority should spend time on attracting industry, not running venues
- Use of space at the center for Clayton State University satellite facility

Gardner addressed Council first. Among his recommendations was that Council settle the lawsuit filed by former Amphitheater Director Kristi Rapson against the Development Authority. Gardner said he understood that the lawsuit involved gender discrimination and was taken on a contingency basis, which indicated the attorneys felt they would win. Tennant asked Gardner if he was familiar with the specifics of the lawsuit. Gardner said no, but it was a gender lawsuit and Rapson was a woman. Tennant told Gardner it was highly inappropriate to make that suggestion when he did not know all the facts.

McMenamin asked Gardner how he got the documents he referred to, from the City or the Development Authority. Gardner said he got his information through open records requests to the Tennis Center and the City. Brown added that he also made open records requests to the Development Authority and he had given Gardner some of those papers. Brown added he was still waiting for some items.

Gardner also suggested that the City require Paul Salvatore, the City's financial services director, to go review all future Development Authority financial commitments and contracts to ensure they were sound. Brown told Gardner that Council and the

Development Authority were two autonomous bodies and it was not Salvatore's place to review the Development Authority's contracts and loans. Council was not required to approve anything done by the Development Authority.

McDonald then addressed Council, noting his experience in operating tennis centers and pro shops. His concerns were more directly related to Virgil Christian's management and compensation. Tennant asked McDonald if he had discussed his concerns with Christian one-on-one. McDonald said no, but he had spoken to members of the Development Authority informally. McMenamin asked McDonald if he had asked to be placed on a Development Authority agenda so he could discuss his concerns at a meeting. McDonald said no, but he had spoken several times to individual Authority members about his concerns.

Tennant stated that Clayton State would not be in the County if not for Christian. McMenamin added that Council fully supported bringing Clayton State to the Tennis Center. She said the County had been trying to get a college here for 20 years and the space at the Tennis Center facility provided a unique opportunity to get a college in the County.

Tennant said he was not interested in any more speeches and moved to terminate more speeches like this one. Weed seconded for the purposes of discussion.

Weed said he had always been against holding open forums and "open mic night" in the City. He continued that Tennant, Rapson, and Brown had always said they would hear people out, no matter what they were saying, but that they could not then choose to hear only the statements with which they agreed. Tennant said that everybody had the right to express an opinion, but not to vilify a person and spew venom. Brown said he would provide Christian an opportunity to reply and that, as someone to whom the same thing happened, he would have been happy to be allowed to speak. Tennant said he did not want to hear more individual crucifying speeches and withdrew his motion.

Following Small's statement to Council, Tennant asked if he had attempted to discuss his concerns with the Development Authority or with Christian. He asked Small if he understood that it seemed antagonistic to get an Open Records Request as opposed to a telephone call. Small said he had pulled Christian aside several times to talk, but had not taken his concerns to a Development Authority meeting.

Mayor Brown then offered Christian an opportunity to respond to the statements, and Christian declined.

Development Authority member Bob Brooks spoke, extending an invitation to Gardner, McDonald and Small to attend a Development Authority meeting. He said they would explain the issues. Brooks continued that there were some conceptual issues that went back 10-12 years and there had been a significant change in the City. Brooks said it did not make sense to go over all the history in this forum, but the history would help to

clarify some issues. Brooks said he was surprised at the misinformation in the three statements. The Development Authority did not decide to build the Tennis Center. The initial groundwork was a Council reaction to a demand by residents for more tennis. Hundreds of individuals gave input. Brooks noted there had been dynamic budget changes in the Tennis Center and Amphitheater budgets during the last 12-18 months. He said they were open to suggestions. Brooks reiterated that the Development Authority was open to questions and he gave his personal assurances that every question would be answered, although he acknowledged that, due to philosophical differences about how the center should be run, they might not like all the answers they received.

McMenamin asked Brooks to go over the management of the facilities. Brooks noted that at one time there was a subcommittee that oversaw each facility. During the last 18 months, all the Development Authority members had become involved. He said they were already working on some of the areas of concern. Gardner said they tried to be constructively critical in their presentations. He added it was easy to criticize, but hard to fix. Brooks noted that Christian no longer made money based on lessons and had given money back to the Authority. The Authority had changed Christian's responsibilities and he was multi-tasked as the executive director. Brooks told Gardner he was disappointed that Gardner felt he had to come to Council and disappointed Gardner had not come to the Development Authority first.

Development Authority member Scott Bradshaw addressed Council. He pointed out that the Development Authority had not asked the City to pay off its debts. The City asked the Development Authority. The 15-year agreement with the City was the Development Authority's collateral for loans. Bradshaw said the City felt the authority was getting too much hotel/motel tax money and suggested taking over the Authority's debt service in order to reduce the amount paid to the Development Authority.

Bradshaw addressed the comment that the Tennis Center should be a place to play and socialize. He explained these kinds of venues were event facilities. The Authority created events that brought people to the City. Those people brought in money and filled up motel rooms. A secondary benefit was the availability of the center for residents to use and enjoy. Bradshaw also pointed out that the Development Authority met the third Monday night of each month at the library. The meetings were always open to the public, although few from the public ever attended. Bradshaw said he had talked to McDonald about his complaints and he found some were legitimate and some were not.

Former Mayor Bob Lenox addressed Council and said the idea for the Tennis Center came from Chase Broward, who at the time worked for the Peachtree City Development Corporation. Lenox said part of the problem was no one had a sense of history and no one knew all the facts. He said there was history and it was important to understand it. Everything done for the Amphitheater and Tennis Center was driven by and approved by Council. Lenox continued that the presentations would have been good if they had been made to the Development Authority. He said this was a hatchet job against Virgil Christian.

Tennant said a lot of hurt feelings could have been avoided if the matter had been handled professionally and taken through the appropriate process. He encouraged those attending the meeting to go through the authorities in place before bringing a matter to Council. He said he regretted what happened and he knew Christian to be a fine man.

Weed said what happened was a prime example of what he had argued about for a month. He noted that this Council was not afraid of having its feelings hurt and this Council had met more than any Council to discuss citizen concerns. Weed said he was not against open mic night. He was a public official and had signed up for it, but it needed order. Weed said things at this meeting had bordered on chaos. He wanted order if it required a three-minute limit for each speaker. Weed continued there was a difference between a public hearing and a public meeting. He wanted to engage the process, form a workshop committee, sit down in a room, and hammer away at a way to run such meetings. Tennant pointed out that it was the Mayor's job to run the meetings and he was elected to do that. Brown said he wanted to let people have a free say. He knew how it felt to be denied the opportunity to speak. Weed said it needed to be organized to run efficiently. McMenamin noted that Lenox had set time limits when he was mayor. He let everyone speak and reminded them to add new information, not to make the same statements again and again.

Weed said Council needed to come up with concrete rules for public hearings, disseminate the rules to the public, and be consistent in enforcing the rules. Brown noted that he had given the Tennis Center members four and one-half hours to speak last year at an earlier meeting. These people needed to speak also. Weed pointed out that order did not stifle speech. He was not advocating limiting free speech, but he was advocating decorum.

Brown said he had made an Open Records Request for several things from the Development Authority and had not received the materials. He said Salvatore had also made an Open Records Request and not received materials. Brown continued that polite letters were written back and forth and that he made the request again at a Development Authority meeting. He needed to know where the Authority's debt came from and he still did not have that information. The auditors, Mauldin and Jenkins, also made the same request. Christian said he called Mauldin and Jenkins and they never returned his calls. The auditors would have the information the next day.

Brown said the City was jeopardy of losing its Georgia Finance Officers Association (GFOA) accreditation because they did not have the requested information. The documents were needed to show the money was used for capital expenses. Tennant asked what the ramifications of losing the GFOA accreditation were. Brown said the City had the accreditation for 15 years and losing it would look bad.

~~Rapson pointed out that any Council Member could make a motion to set time limits. He asked the Council to remember to be respectful, professional, and factual. Weed agreed. He said if everyone knew the rules, the comments could be limited.~~

Council/Staff Topics

Rapson pointed out that any Council Member could make a motion to set time limits. He asked the Council to remember to be respectful, professional, and factual. Weed agreed. He said if everyone knew the rules, the comments could be limited.

Brown said he had written County Commission Chairman Greg Dunn regarding the Lake Peachtree dredging. The commission was planning to use the barge method for the dredging. There was not an agreement to remove silt from the tributaries. Staff needed to draft a letter about the tributaries. He said the cost would be \$36,366.

Brown continued that the final Teen Study Circle meeting would be Thursday, March 13, 6:30 p.m., in Council Chambers.

McMenamin noted a letter Brown had sent out regarding regional transportation issues and a meeting he was trying to schedule to discuss the issue. She said she received a letter from Dunn that indicated the Transportation Improvement Plan (TIP) would be updated soon. McMenamin suggested the meeting be postponed until after the update so they would know the County and Atlanta Regional Commission's plans for the future. Brown said the meeting was just organization and he saw no need to wait.

Brown moved to reconvene in executive session for a legal matter and a personnel matter. Rapson seconded. The motion carried unanimously.

Brown moved to reconvene in regular session. Rapson seconded. The motion carried unanimously.

Weed moved to authorize Rick Lindsey to negotiate legal costs for the lawsuit as discussed in executive session. Rapson seconded. The motion carried unanimously.

There being no further business to discuss, Brown moved to adjourn the meeting. Rapson seconded. The motion carried unanimously. The meeting adjourned at 11:16 p.m.

Jane Miller, City Clerk

Stephen D. Brown, Mayor

Pamela Dufresne, Recording Secretary

2003 City Event Calendar

<u>April</u>	<u>May</u>	<u>June</u>
4/03 – City Council Meeting, 7 pm 4/12 – Touch-A-Truck, 10 am – 1 pm, Shakerag Knoll on McIntosh Trail 4/17 – City Council Meeting, 7 pm 4/25-26 – GMA Training, Tifton Rural Development Center	5/01 – City Council Meeting, 7 pm 5/3&4 – Spring Cleanup, 8:30 am – 4 pm at the Recycling Center 5/9 – GMA Training, Thomasville 5/15 - City Council Meeting, 7 pm 5/26 – Memorial Day – City Offices Closed Memorial Day Celebration – 7 a.m. at Gathering Place to join Golf Cart Parade OR 7:30 a.m. at City Hall Plaza for ceremonies	6/5 – City Council Meeting, 7 pm 6/19 – City Council Meeting, 7 pm 6/21-24 – GMA Annual Convention, Savannah
<u>July</u>	<u>August</u>	<u>September</u>
7/03 – City Council Meeting, 7 pm 7/04 – July 4 Holiday – City Offices closed 7/17 – City Council Meeting, 7 pm	8/6-9 – GMA Training, Athens 8/07 – City Council Meeting, 7 pm 8/21 - City Council Meeting, 7 pm	9/1 – Labor Day, City offices closed 9/4 – City Council Meeting, 7 pm 9/8-12 – City Election Qualifying, 8:30 am on 9/8 – 4:30 pm on 9/12 9/18 – City Council Meeting, 7 pm
<u>October</u>	<u>November</u>	<u>December</u>
10/2 – City Council Meeting, 7 pm 10/16 – City Council Meeting, 7 pm 10/25 – GMA Training , Tifton	11/6 – City Council Meeting, 7 pm 11/4 – City Election, 7 am – 7 pm 11/10 – GMA Training, Macon 11/20 – City Council Meeting, 7 pm 11/27 & 28 – Thanksgiving Holiday – City Offices Closed	12/4 – City Council Meeting, 7 pm 12/18 – City Council Meeting, 7 pm 12/24 & 25 – Christmas Holiday – City Offices Closed at noon on 24th and remain closed on 12/25

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

Updated 3/27/03

BUILDING DEPARTMENT **2003 MONTHLY REPORT**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2003 EAR-TO-DATE	2002 YEAR-TO-DATE
DEVELOPMENT PERMITS:	12	23											35	53

BUILDING PERMITS:														
Single Family Residential	15	23											38	50
Multi-Family Residential	0	5											5	0
Misc.-Pools/fences/additions	38	55											93	109
Commercial/Industrial	2	11											13	20

TOTAL INSPECTIONS:	629	513											1,142	1,207
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CERTIFICATE OF OCCUPANCY:														
Residential	16	14											30	30
Commercial	6	3											9	9
Multi-Family Residential	0	0											0	80

CODE ENFORCEMENT:														
Sign Violations	87	91											178	143
Rehab	7	18											25	25
Notice of Violations	236	275											511	451
Citations	0	1											1	9
Stop Work Orders	11	8											19	18
Complaints From Citizens	18	10											28	56
Assessments	1	6											7	107

PERMIT FEES COLLECTED:	28,004	48,240											76,244	118,769
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POPULATION:	34,915	34,944											34,944	33,998
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Based on 2.09 of completed occupancy

Peachtree City Prisoners at Fayette County Jail

2003

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2003	Previous Year
*Average Misdemeanors	5.09	3.40											4.25	6.59
*Average Felonies	0.00	0.00											0.00	0.86

*Average Totals	5.09	3.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.25	7.45
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*These totals do not include weekend incarcerations.

Fayette County Jail Fund

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2003	Previous Year
	\$6,441.79	\$6,097.30											\$12,539.09	\$68,374.07

Financial Services Monthly Report

STATUS OF FUNDS AS OF FEBRUARY 28, 2003					Purchasing Monthly Report				
Fund	Cash Balance	Total Investment	Total Cash and Investments	YTD Interest	For Fiscal Year	2003	2002	MTHLY % INC/(DEC)	
General Fund	\$731,429	\$7,202,473	\$7,933,901	\$40,796	Purchase Requisitions Processed	771	729	5.76%	
Library Sales Tax Fund	\$0	\$0	\$0	\$0	City Store Requisitions Processed	38	39	-2.56%	
Public Improvement Fund	\$21,777	\$1,539,900	\$1,561,677	\$24,929	Sealed Bids Requested >\$10,000	7	8	-12.50%	
Self Insurance Fund	\$0	\$22	\$22	\$59	Requests for Proposals	2	2	0.00%	
Debt Service Fund	\$0	\$13,675	\$13,675	\$18	Requests for Proposals Awarded	1	1	0.00%	
Municipal Court Fund	\$20,086	\$0	\$20,086	\$0	Written Quotes Req \$5,000-10,000	16	19	-15.79%	
Develop & Impact Fees	\$529,818	\$219,305	\$749,123	\$4,105	Verbal Quotes Requested - \$500 - \$5,000	167	161	3.73%	
Neighborhood Parks/Rec.	\$18,625	\$0	\$18,625	\$53	Total # Purchase Orders Issued	771	729	5.76%	
Governor's Greenspace	\$5,941	\$0	\$5,941	\$255	Total # of Bids Awarded	7	8	-12.50%	
Federal Seizures Police	\$4,140	\$0	\$4,140	\$16	Contracts Required >\$10,000	0	1	-100.00%	
Police Tuition Account	\$2,797	\$0	\$2,797	\$7	# of Fixed Assets Purchased >\$5000	31	35	-11.43%	
Eserow Account	\$105,483	\$0	\$105,483	\$183					
Grand Total	\$1,440,096	\$8,975,374	\$10,415,470	\$70,423	Collateral Analysis as of February 28, 2003				
					Security Location	Bank	Total Held		
					Bank of New York	Wachovia	\$1,343,217		
					Bank of New York	Peachtree National	\$5,419,206		
					Federal Res Bk of Boston	South Trust	\$6,558,953		
							\$13,321,376		
General Fund Budget Comparison					General Fund Budget Comparison				
Revenues - By Major Category					Expenditures by Division YTD				
Description	2003 Budget	Actual YTD	Difference	%	Division	2003 Budget	Actual YTD	Difference	%
General Property Taxes	\$6,701,035	\$6,017,178	(\$683,857)	89.79%	Administrative	\$1,097,456	\$547,073	\$550,383	50%
Franchise Taxes	\$1,869,602	\$859,368	(\$1,010,234)	45.97%	Developmental	\$944,590	\$323,158	\$621,432	34%
Local Option Sales Tax	\$6,242,756	\$2,527,161	(\$3,715,575)	40.48%	Finance	\$602,305	\$202,155	\$400,150	34%
Other Sales & Use Taxes	\$1,411,882	\$584,370	(\$827,512)	41.39%	Leisure Services	\$3,457,921	\$1,282,031	\$2,175,890	37%
Business Taxes	\$1,572,015	\$1,459,356	(\$112,659)	92.83%	Public Safety	\$6,580,158	\$2,621,275	\$3,958,883	40%
Licenses & Permits	\$677,451	\$385,593	(\$291,858)	56.92%	Public Works	\$2,653,993	\$1,085,946	\$1,568,047	41%
Grants	\$0	\$81,562	\$81,562	0.00%	Tftr to PCDA/PCAA	\$385,096	\$157,389	\$227,707	41%
Charges for Services	\$896,482	\$380,820	(\$515,662)	42.48%	Council Contingency	\$27,000	\$0	\$27,000	0%
Fines & Forfeitures	\$707,284	\$309,180	(\$398,104)	43.71%	Non-Profit Organizations	\$25,000	\$16,375	\$8,625	66%
Investment Income	\$79,851	\$40,796	(\$39,055)	51.09%	Council Reserve	\$0	\$0	\$0	n/a
Surplus Carryover	\$186,509	\$0	(\$186,509)	0.00%	Transfer to PIP	\$1,443,664	\$1,186,664	\$257,000	82%
Other Financing Sources	\$6,000	\$0	(\$6,000)	0.00%	Transfer to Debt Svc	\$403,813	\$403,816	(\$3)	100%
					Transfer to Self Ins	\$2,729,851	\$1,008,505	\$1,721,346	37%
Total	\$20,350,847	\$12,645,384	(\$7,705,463)	62%	Total	\$20,350,847	\$8,834,388	\$11,516,459	43%
Summary of Major Expenditures by City Manager									
Description		Budget	Award	Svgs/Short	Date				

PEACHTREE CITY FIRE/EMS DEPARTMENT **2003 MONTHLY REPORT**

Oct. 02 Nov. 02 Dec. 02 Jan. 03 Feb. 03 Mar. 03 Apr. 03 May. 03 Jun. 03 Jul. 03 Aug. 03 Sept. 03 2003 Y-T-D 2002 Y-T-D
 Fiscal Yr. Fiscal Yr.

Fire/Accident Calls

Residential	4	1	2	3	2	12	15
Business/Industrial	0	1	1	0	0	2	1
Other	186	168	175	186	173	888	879

Total Engine Response	190	170	178	189	175	902	895
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Dispatched Fire Calls	56	37	41	50	34	218	262
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Response Time Fire	4:44	4:14	5:31	4:37	5:14	5:00	4:30
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Rescue/EMS

Trauma	69	77	55	38	44	201	284
Medical	82	72	71	78	67	225	480

Total # Patients	151	149	126	116	111	426	764
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Patients Transported	72	79	47	54	45	198	388
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Dispatched EMS Calls	138	130	136	140	140	404	639
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Total Medic Response	151	149	126	116	111	426	779
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Dispatched Fire/EMS Total	194	167	177	190	174	538	901
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Response Time EMS	4:17	4:16	4:35	4:24	4:26	4:22	4:00
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EMS BILLING

Patients Billed	63	71	74	69	78	355	401
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Revenue Generated	22,355	25,170	26,105	23,360	27,410	124,400	137,726
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*Total Revenue Received	18,932	18,398	19,768	15,550	13,903	86,551	92,051
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***Revenue Received on All Outstanding Accounts**

HUMAN RESOURCES DEPARTMENT

2003 MONTHLY REPORT

REPORT PERIOD	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2003 YTD TOTAL	2002 YTD TOTAL
1. Authorized Permanent Positions	224	224											224	224
2. Positions Open	9	11											---	---
3. Workers Comp. Claims Filed	4	3											7	1
4. City Veh./Equip. Accidents	2	0											2	1
5. Health Insurance Claims	\$ 144,225	\$ 90,896											\$235,121	\$ 201,767
6. Law Suit Legal Fees	\$ 30,642	\$ 51,364											\$82,006	\$ 24,100

- City Manager (1); Building Inspector/Building (1); Developmental Services Director/Planning (1); Technical Support Manager/Information Technology (1); Firefighter-EMT/Fire (1); Leisure Programs Coordinator/Recreation (1); Maintenance Technician/Recreation (1); Police Officer/Police (1) Maintenance Technician/Public Works (3).
- Maintenance Technician strained back while moving a drink machine (1) Public Works; Police Sergeant had contusion to forehead after being struck by public address equipment which fell (1) Police; Maintenance Technician sprained left ankle after stepping in a hole while on litter patrol (1) Public Works.
- Balance remaining in health insurance account: \$684,576.75.
- O'Keefe \$51,357.70; Parkerson \$.40; Wright \$6.20.

LEISURE SERVICES MONTHLY REPORT 2003

ACTIVITY DESCRIPTION	UNIT	January	February	March	April	May	June	July	August	September	October	November	December	2003 Year to Date	2002 Year to Date
LIBRARY															
1. Books Circulated	Num.**	12,288	16,080	0	0	0	0	0	0	0	0	0	0	28,368	32,628
2. Average Daily Traffic															
a. Monday - Saturday	Num.	480	509	0	0	0	0	0	0	0	0	0	0	489	587
b. Sunday	Num.	280	367	0	0	0	0	0	0	0	0	0	0	314	360
3. Story/Baby Time Participants	Num.	205	284	0	0	0	0	0	0	0	0	0	0	489	371
4. Revenue from Overdue Books	Dis.	1,514	1,727	0	0	0	0	0	0	0	0	0	0	3,241	4,041
5. Revenue from Copy Machine	Dis.	702	982	0	0	0	0	0	0	0	0	0	0	1,684	1,485
6. Reference Assistance	Num.	327	447	0	0	0	0	0	0	0	0	0	0	774	1,008
7. Internet Usage	Num.	1,046	1,573	0	0	0	0	0	0	0	0	0	0	2,619	3,426
8. Renewals by Phone	Num.	289	337	0	0	0	0	0	0	0	0	0	0	626	1,184
9. Computer Lab Use	Num.	48	39	0	0	0	0	0	0	0	0	0	0	87	126
**Closed in Jan. - new carpet															
Leisure Programs															
1. Adult Athletics															
a. Ongoing Programs	Num.	1	1	0	0	0	0	0	0	0	0	0	0	2	2
b. New Programs	Num.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
c. Participants	Num.	200	200	0	0	0	0	0	0	0	0	0	0	400	480
d. Revenues	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
e. Expenses	Dis.	0	0	0	0	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	0
g. Balance (+ or -)	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
RECREATION															
Leisure Programs															
1. Classes/Programs															
a. Classes/Programs	Num.	113	113	0	0	0	0	0	0	0	0	0	0	226	259
b. Participants	Num.	3,022	3,270	0	0	0	0	0	0	0	0	0	0	6,292	8,024
c. Revenues	Dis.	14,107	20,201	0	0	0	0	0	0	0	0	0	0	34,308	47,198
d. Expenses	Dis.	10,757	15,212	0	0	0	0	0	0	0	0	0	0	25,969	37,000
e. Refunds	Dis.	828	517	0	0	0	0	0	0	0	0	0	0	1,345	123
f. Balance (+ or -)	Dis.	2,722	4,472	0	0	0	0	0	0	0	0	0	0	\$7,184.25	\$10,075.90
2. Special Events															
a. Events	Num.	0	0	0	0	0	0	0	0	0	0	0	0	0	3
b. Participants	Num.	0	497	0	0	0	0	0	0	0	0	0	0	497	80
c. Revenues	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	1,561
d. Expenses	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	1,844
e. Refunds	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	0	25
f. Balance (+ or -)	Dis.	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	(\$268.00)
Sports and Facilities															
1. Playing Surface Mowing	Hrs.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2. Playing Field Preparation	Hrs.	320	700	0	0	0	0	0	0	0	0	0	0	1,020	940
3. Building Maintenance	Hrs.	315	359	0	0	0	0	0	0	0	0	0	0	674	469
4. Parks/Pools/Tennis Courts															
a. Safety Inspections	Num.	50	50	0	0	0	0	0	0	0	0	0	0	100	76
b. General Repairs/Maint.	Hrs.	100	100	0	0	0	0	0	0	0	0	0	0	200	425
c. Grounds/Landscape Maint.	Hrs.	150	150	0	0	0	0	0	0	0	0	0	0	300	1,126
5. Litter Removal	Num.	286	284	0	0	0	0	0	0	0	0	0	0	569	254
6. Vandalism Repairs	Dis.	150	50	0	0	0	0	0	0	0	0	0	0	200	0
7. Complaints Answered	Num.	3	3	0	0	0	0	0	0	0	0	0	0	6	2

[illegible]

Monthly Report **Public Information Department** *Updated 03/27/03*

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Citizen Contact (calls/letters/email)	26	39											65
Cable Complaints	16	8											24
Automated	10	2											12
Calls/Visits to City Hall	6	6											12
Open Records Requests	2	3											5
Press Releases	4	3											7
Media Contacts	**	**											0
Proclamations	*	*											0
Occupational Tax Payments	208	94											302
New Businesses	35	24											59
Renewals	173	70											243
Garage Sale Registration	20	29											49
Solicitors Permits	8	7											15

* Note: Due to a problem with the computer network, some data for January & February was lost.

** Media Contact Log implemented beginning in March 2003.

2003 MONTHLY REPORT
PUBLIC SERVICES DIVISION

Activity Description	Unit	January	February	March	April	May	June	July	August	September	October	November	December	2003 YEAR-TO-DATE	2002 YEAR-TO-DATE
CART PATHS															
1. Const./Reconst./Overlay	Ft.	0	0											0	1,125
2. Drainage Maintenance	Hrs.	173	218											391	533
3. General Maintenance	Hrs.	203	184											387	444
4. Mowing	Hrs.	0	0											0	0
5. Litter Removal	Hrs.	83	90											173	113
FLEET MANAGEMENT															
1. Equipment Maintenance	Hrs.	0	43											43	17
2. Equipment Repairs	Hrs.	192	126											318	333
3. Vehicle Maintenance	Hrs.	177	191											368	338
4. Vehicle Repairs	Hrs.	208	227											435	397
5. Fleet Down Time	Hrs.	587	593											1,180	1,092
RIGHT OF WAY															
1. Litter Removal	Hrs.	218	351											569	935
2. Right-of-Way Mowing	Hrs.	0	0											0	0
3. General Maintenance	Hrs.	693	853											1,546	1,627
LANDSCAPE															
1. Litter Removal	Hrs.	0	0											0	42
2. Mowing (Sub. Entrances)	Hrs.	0	46											46	0
3. General Maintenance	Hrs.	60	199											259	1,995
4. Planting	Hrs.	656	4											660	236
RECYCLING SITE															
1. City Employees Hours	Hrs.	187	70											257	262
2. City Employees Salaries	Dis.	4927	1370											6,297	5,288
3. Revenues	Dis.	571	341											912	844
4. Participants															
a. Recycling	Num.	292	310											602	874
b. Composting	Num.	1604	832											2,436	2,412
c. Much (Pick Up)	Num.	25	53											78	189
SIGN MAINTENANCE															
1. Building Maintenance	Hrs.	21	20											41	40
2. Subdivision Sign Maintenance	Hrs.	44	38											82	152
3. Traffic Sign Maintenance	Hrs.	218	193											411	322
STREETS															
1. Street Sweeping	Hrs.	15	60											75	24
2. Pavement Patching	Hrs.	0	0											0	152
3. Drainage Maintenance	Hrs.	176	130											306	319
4. General Maintenance	Hrs.	882	252											1,134	1,246
MISCELLANEOUS															
1. Vandalism	Dis.	144	179											323	212
2. Complaints Answered	Num.	12	24											36	48
3. Wash Police Cars	Hrs.	0	0											0	43

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members
FROM: Colin Halterman 
DATE: March 27, 2003
SUBJECT: Development Authority Candidates

The interview committee has completed interviews with the candidates for Development Authority but has not had time to discuss the selection. The committee will meet Monday and determine who is to be recommended. I will forward that information to you as soon as the decision is made.



Peachtree City

Georgia

TO: Mayor and Councilmembers

VIA: Interim City Manager
Interim Developmental Services Director *David*

FROM: City Planner/ Zoning Administrator *David*

DATE: March 25, 2003

SUBJECT: Leach Tract Rezoning

On November 21, 2002, City Council officially rezoned the Leach Tract from AR Agricultural to LUC-19 Limited Use Commercial by a 4-1 vote (Rapson). A number of site-specific conditions were adopted as a part of the rezoning with the understanding that these would be incorporated into the actual zoning of the property.

Inadvertently, the actual zoning ordinance was never prepared and submitted to Council for approval. The attached LUC-19 Limited Use Commercial zoning ordinance incorporates all of the conditions adopted as a part of the rezoning of the subject parcel and puts them in a format that is consistent with similar sections of our zoning ordinance.

Staff recommends that Council approve the LUC-19 Limited Use Commercial zoning ordinance as submitted and authorize Staff to incorporate this document into the overall Zoning Ordinance of Peachtree City.

Attachment

AN ORDINANCE TO AMEND THE
PEACHTREE CITY ZONING ORDINANCE
TO REZONE PROPERTY ON GA 74 NORTH
FOR COMMERCIAL DEVELOPMENT
AND FOR OTHER PURPOSES

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PEACHTREE CITY, and it is hereby ordained by authority of the same, that a 2.3525-acre parcel adjacent to GA 74 North be rezoned from its current designation of AR Agricultural Reserve to LUC-19 Limited Use Commercial by amending Section 1006B Specific Limited-Use Commercial Districts and adding Section 1006B.19 as follows:

(Section 1006B.19) *Limited use commercial district no. 19.*

- (a) A tract of property described below shall be rezoned from its present classification of AR Agricultural Reserve to LUC-19. Said property is more particularly described as follows:

All that tract of land lying and being in land lot 158 of the 7th district of Fayette County, Georgia, being more particularly described as follows:

To find the point of beginning, commence at the intersection of the centerline of Wisdom Road and the eastern right-of-way line of State Route 74; thence running along said eastern right-of-way line of State Route 74 in a northerly direction, 500.86 feet to an axle found and the true Point of Beginning; thence running, North 8 41'14" West, 446.90 feet to a point; thence leaving said eastern right-of-way line of State Route 74 and running, North 88 32'14" East, 233.85 feet to a point; thence, South 08 18'02" East, 441.89 feet to a point; thence, South 87 23'26" West, 230.31 feet to an axle found on the aforesaid eastern right-of-way line of State Route 74 and the true Point of Beginning. Said tract contains 2.3525 acres (102,473 square feet), more or less, as per survey prepared for Helen Leach by Delta Surveyors, Inc. dated September 12, 1998.

- (b) The above-described tract is illustrated in Exhibit "A," which is included with this Ordinance as an Attachment. It is intended that the LUC-19 zoning district be established specifically for a mixed retail/ commercial use to be developed substantially in accordance with the following express conditions:

(1006B.19.1) *Conformance with master plan.*

Development shall take place in conformance with the master plan prepared by Site Design Services, Inc. (last revised November 4, 2002). Any substantive change to this plan or any of the conditions and requirements of this section shall require a new rezoning action.

(1006B.19.2) *Permitted uses.*

- (a) Retail business involving the sale of merchandise on the premises.
- (b) Business involving the rendering of a personal service on the premises.
- (c) Office for governmental, business, professional, or general purposes.

(1006B.19.3) *Uses not permitted.*

- (a) Transportation facility or terminal.
- (b) Self-service storage facilities, i.e., mini-warehouses.
- (c) Adult bookstores.
- (d) Package stores.
- (e) Restaurants and any business involving the sale of food or beverage on the premises.
- (f) Gas stations.
- (g) Off-street auto parking facility.
- (h) Massage parlors.
- (i) Open yard for the sale, rental, and/or storage of materials or equipment, including junk or salvage materials.
- (j) Convenience-type stores.

(1006B.19.4) *Conditional uses.*

No conditional uses shall be permitted within this zoning district.

(1006B.19.5) *Other requirements.*

- (a) Maximum commercial area.

The overall area of general retail, commercial and/ or office space shall not exceed 19,000 SF. All requirements listed in Section (1006A.4) are requirements for any development within the LUC-19 zoning district.

(b) Parking.

Parking shall be provided as set forth in Section 909. Dumpsters, loading and service areas shall not be located within any building setbacks and shall be properly screened from view.

(c) Curb cuts.

The tract shall be limited to one right-in/ right-out curb cut on GA 74. The tear-drop island within this entrance must be landscaped with plant material rather than concrete.

(d) Access drive.

The access road along the rear property line shall be designed in a manner such that the adjoining properties can connect to this road as they are developed.

(e) Architectural concept.

A unified architectural concept for the overall tract must be developed and approved by the Planning Commission. The architectural design of all buildings must be residential in character and must blend in with the scale and design of surrounding developments. All sides of each building must include architectural detailing and similar building materials.

(f) Site lighting.

A complete site lighting plan, including all lighting proposed on the exterior of the buildings, must be developed and approved by the Planning Commission. Wall packs or other external lighting sources will not be permitted on the sides and rear of the buildings without approval. All site lighting must be directed away from the adjoining residential subdivision and placed on a timer. The level of illumination within all parking and service areas must not exceed 3 foot-candles.

(g) Signage program.

Signage shall be provided as set forth within the City's Sign Ordinance and in accordance with an overall sign program for the tract that shall be approved by the Planning Commission as a part of the conceptual site plan review process.

(h) Landscape concept.

A complete landscape plan must be developed and approved by the Planning Commission. The plan must provide for a fully landscaped entrance off GA 74, including substantial landscaping within the detention and buffer areas adjacent to GA 74. The 10-foot wide landscaped area along the rear property line must be heavily landscaped to assist in providing a visual separation between the proposed development and the adjoining subdivision. All landscaped areas within the site, including the GA 74 right-of-way, must be irrigated.

(i) Utility connections.

The property must be connected to the City's sanitary sewer system, and the existing septic system must be removed. All overhead utility lines that traverse the site must be relocated underground.

(j) Application of requirements and conditions:

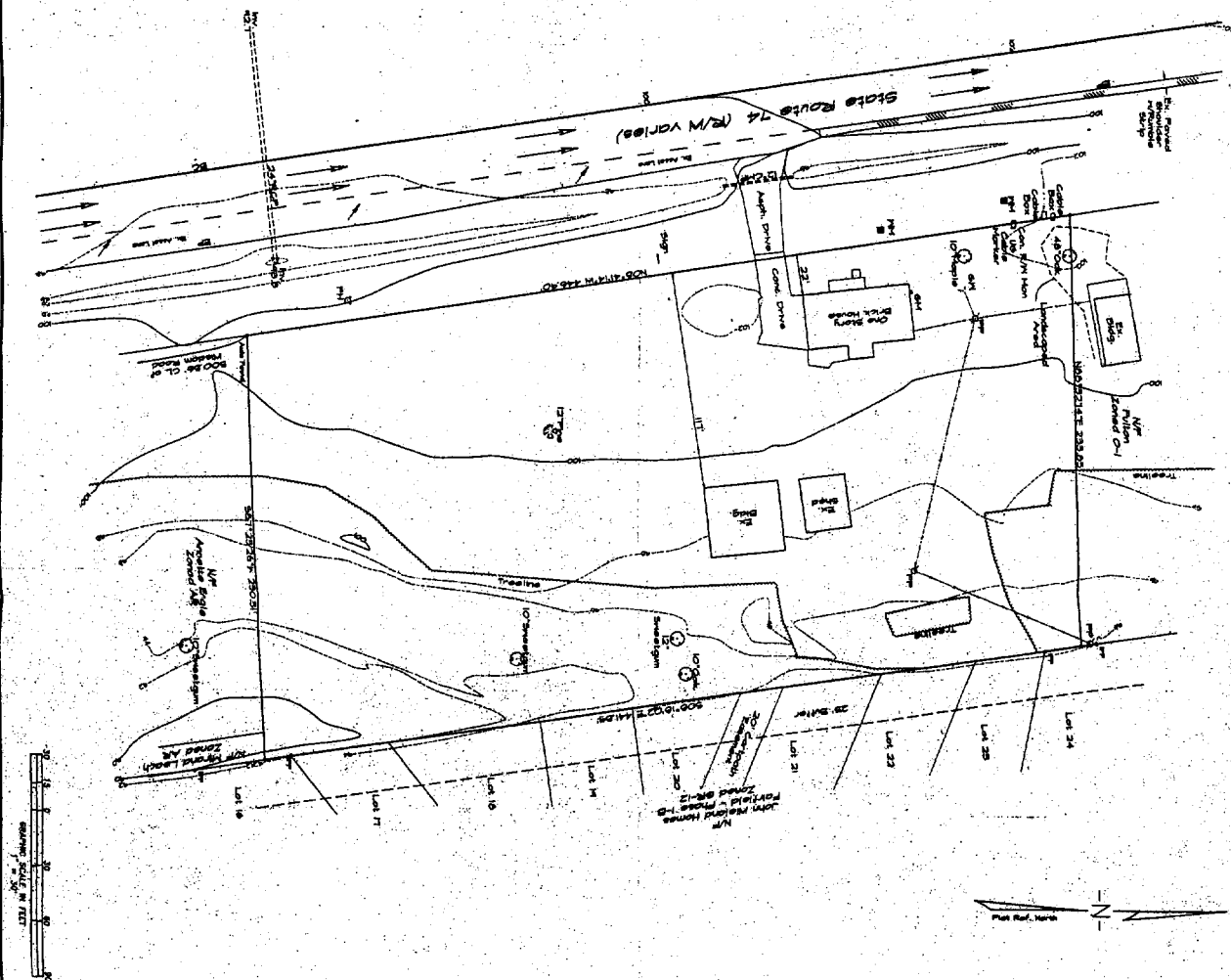
The requirements and conditions specified in this section shall remain in effect unless specifically amended or revoked by subsequent action of City Council in accordance with the established procedure for zoning amendments; and, in addition, if it is determined that the property will not be developed in substantially the same manner as depicted on the Site Design Services, Inc. master plan referenced above, and each condition of that plan substantially complied with, the zoning of this property shall automatically revert back to the zoning the property currently holds.

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed in their entirety.

Done, Ratified, and Passed this _____ day of _____ 200__.

Stephen D. Brown, Mayor

Attest: _____
City Clerk



LOCATION MAP
IN L.A. CO.

SUBJECT PROPERTY
 125 Address: 265 Highway 74, Pineville, OR, Oregon
 Area: 2.50 Acres ±
 Selling Price: \$1,000,000.00
 Selling Agent: For more details, see page 100.

GENERAL NOTES	
1.	See also 101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-1030-1031-1032-1033-1034-1035-1036-1037-1038-1039-1040-1041-1042-1043-1044-1045-1046-1047-1048-1049-1050-1051-1052-1053-1054-1055-1056-1057-1058-1059-1060-1061-1062-1063-1064-1065-1066-1067-1068-1069-1070-1071-1072-1073-1074-1075-1076-1077-1078-1079-1080-1081-1082-1083-1084-1085-1086-1087-1088-1089-1

Exhibit "A"

[illegible]

SECTION: N/A
CITY: Pasadena City
COUNTY: Fayette
STATE: Georgia
DRAWN BY: C. Har
CHECK BY: KLF
APPROV BY: A. Eshel
JOB NUMBER: 2002.180
SHEET NUMBER: 1
1 OF 1 SHEETS
FILE NUMBER: 82-0-324

SME DESIGN SERVICES, INC.
Lead Surveying • Civil Engineering

34 Sweetwood Drive
Suite A
Marietta, GA 30067
1-770-495-0226
www.sdesurvey.com

BITE NAME:
"Dalton West Carpets"

An As-Built Survey Prepared For:

**Southeast
Properties, LLC**

[illegible]

Prof 7/11/12



Peachtree City

Georgia

TO: Mayor and Councilmembers

VIA: Interim City Manager *AW*
Interim Developmental Services Director *David*

FROM: City Planner/ Zoning Administrator *David*

DATE: March 25, 2003

SUBJECT: Reinstatement of LUC-3 Limited Use Commercial zoning

The Westpark Office Park was rezoned to LUC-3 Limited Use Commercial on February 6, 1984, and this zoning was established for the majority of the property east of Commerce Drive and south of Aberdeen Parkway. To date, all of the development within this area has complied with this zoning.

A 5.02-acre tract on Westpark Drive within the overall Westpark Office Park was rezoned from LUC-3 to LUC-17 on April 6, 2000. This tract is being developed as the national headquarters for the Phi Mu Fraternity, which complies with the intent of the original LUC-3 zoning. However, the property was rezoned specifically to allow six (6) guest rooms within the overall building.

When the LUC-17 zoning ordinance was incorporated into the overall Peachtree City Zoning Ordinance, an error occurred and the existing LUC-3 zoning criteria was removed from this document. Staff is requesting the Council reinstate the LUC-3 Limited Use Commercial zoning ordinance as originally approved and adopted (copy attached) and authorize Staff to incorporate this Section into the Peachtree City Zoning Ordinance.

Attachment

(1006B.3) *Limited use commercial district no. 3.*

- (a) A tract of property described below [shall] be rezoned from its present classification of GR-6 and GR-10 to LUC-3. Said property is more particularly described as follows [in Ordinance No. 322].
- (b) The above tracts of property are hereby rezoned on the following express conditions:
 - (1) The use of said property shall be limited to those uses specified in the Code of Ordinances for Peachtree City, Section 1006A.2, exception, Section 1006A.2(a), retail business; Section 1006A.2J hotel; and 1006A.2N, wholesale business.
 - (2) No restaurant/lounge shall be permitted pursuant to Section 1006A.2K of the zoning ordinance of the City of Peachtree City unless plans reveal that said restaurant/lounge will be located entirely within an office building.
 - (3) No access shall be allowed onto Aberdeen Parkway.
 - (4) The developer shall reserve an undisturbed buffer easement, twenty-five (25) feet in width, along the right-of-way of Aberdeen Parkway.

(Ord. No. 322, 2-6-84)

CITY OF PEACHTREE CITY

DATE: March 28, 2003

MEMO TO: Mayor and City Council

VIA: Colin W. Halterman, Interim City Manager *CWH*

FROM: Paul J. Salvatore, Director of Financial Services *P.S.*
Janet I. Camburn, Assistant Finance Director *JIC*

SUBJECT: Wrecker Service Contract

On October 16, 2002 and again on December 4, 2002, the City requested proposals for wrecker service for the City of Peachtree City. On January 6, 2003, the City received responses from three firms interested in entering into a contractual arrangement with the City. The firms are:

Caswell's Wrecker Service of Newnan, Georgia
Parker Wrecker Service of Newnan, Georgia
Peachtree Towing of Peachtree City, Georgia

The Police Department has reviewed the proposals and has determined that the proposal submitted by Parker Wrecker Service is the overall lowest proposal. Although the Police Department has expressed some concern regarding the required response time by this particular firm, they have noted that if the company can consistently honor the twenty minute response time, as stipulated in the contractual agreement, the Police Department would favorably recommend Parker Wrecker Service be awarded the contract.

Staff concurs with the Police Department and recommends the wrecker service contract be awarded to Parker Wrecker Service and that the current provider, Fayette Wrecker Service, be notified of a 30-day cancellation of their relationship with the City.



POLICE DEPARTMENT

350 South Highway 74 • Peachtree City, Georgia 30269 • 770-487-8866 • Fax: 770-631-2512



JAMES V. MURRAY
Chief of Police

TO: MAYOR AND CITY COUNCIL
FROM: JAMES V. MURRAY, CHIEF OF POLICE
DATE: MARCH 14, 2003
SUBJECT: WRECKER CONTRACT AGREEMENT

The following wrecker services submitted bid document forms regarding interest in the wrecker service contractual agreement for the City of Peachtree City:

Caswell's Wrecker Service Newnan, GA
Parker Wrecker Service Newnan, GA
Peachtree Towing Peachtree City GA

The contract bids were evaluated based on the requirements set forth in the city's bid and specifications letter distributed on December 4, 2002. Subsequent evaluations were accomplished in accordance with policies and procedures addressing the bidding process.

Of the three wrecker services participating in the bidding process, Parker Wrecker Service was the lowest bidder. Because of Parker Wrecker Service's geographic location, their response time may be inhibited due to the traffic volume in the west corridor of our city. If this company can consistently honor the twenty-minute response time, as stipulated in the contractual agreement, the Police Department would favorably recommend Parker Wrecker Service be awarded the contract.

It is also recommended that the city provide Fayette Wrecker Service a thirty-day (30) cancellation notification, informing them of the impending change.

JVM/slp

Cc: Colin Halterman, Acting City Manager
Paul Salvatore, Finance Director
Janet Camburn, Assistant Finance Director

CITY OF PEACHTREE CITY

WRECKER SERVICE

BID DOCUMENT FORM

BID:

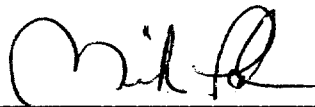
- a. For simple towing of auto, pickup, motorcycle, or golf cart, from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 45.00, except that **CONTRACTOR** shall have the right to charge \$ 12.50 per hour (minimum of \$ 12.50) for each person in addition to the driver needed to retrieve a golf cart if the golf cart is inaccessible to the wrecker without first relocating it.
- b. For simple towing of a truck tractor from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ ~~155.00~~ 100.00
- c. For simple towing of a tractor-trailer combination from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 125.00.
- d. When additional service by way of temporary repair to the vehicle and where necessary to remove said vehicle from an inaccessible location and to place same upon the public highway, road, or street, the **CONTRACTOR** shall be entitled to additional charges for such service, which charges shall be reasonable, not to exceed \$ 20.00 per hour for vehicles of one (1) ton or under, and \$ 50.00 per wrecker for vehicles exceeding one (1) ton, for actual time required to remove the vehicle from the inaccessible location to the right-of-way of the road. It is the intent of the parties that this charge should be on a pro-rated basis of the actual time removing the vehicle from the inaccessible place (i.e. 30 minutes \$ 10.00, etc.).
- e. Where dollies are necessary, the **CONTRACTOR** may charge an additional fee of \$ 35.00. The fee will not be charged where a single tow vehicle is used to tow two vehicles.
- f. Where it becomes necessary to drop the drive shaft on a vehicle in order to tow it safely, an additional charge of \$ 25.00 may be made.
- g. Removal of a tractor bumper - \$ 25.00.
- h. Remove a tractor axle, per ax - \$ 25.00

i. Storage of vehicles, per day, or portion of a day:

- Storage of a passenger car, pickup, motorcycle or golf cart -
\$ 10.00
- Storage of a truck larger than a pickup - \$ 10.00 up to a 1-ton
- Storage of a tractor - \$ 20
- Storage of a trailer - \$ 20
- Storage of a tractor and trailer - \$ 20 per day, if together

SUBMITTED BY:

AUTHORIZED
SIGNATURE:



PRINT OR TYPE THE FOLLOWING:

NAME:

Parker Wrecker Ser. Mike & Janet Parker

NAME OF FIRM:

Parker Wrecker Ser.

ADDRESS:

P.O. Box 71096

242 Greenville St.

CITY, STATE, & ZIP:

Newnan, Ga. 30263

TELEPHONE
NUMBER:

770-253-5505

FAX NUMBER:

770-253-0420

CITY OF PEACHTREE CITY

WRECKER SERVICE

BID DOCUMENT FORM

BID:

- a. For simple towing of auto, pickup, motorcycle, or golf cart, from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 65.00, except that **CONTRACTOR** shall have the right to charge \$ 40.00 per hour (minimum of \$ 25.00) for each person in addition to the driver needed to retrieve a golf cart if the golf cart is inaccessible to the wrecker without first relocating it.
- b. For simple towing of a truck tractor from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 150.00.
- c. For simple towing of a tractor-trailer combination from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 300.00.
- d. When additional service by way of temporary repair to the vehicle and where necessary to remove said vehicle from an inaccessible location and to place same upon the public highway, road, or street, the **CONTRACTOR** shall be entitled to additional charges for such service, which charges shall be reasonable, not to exceed \$ 40.00 per hour for vehicles of one (1) ton or under, and \$ 100.00 per wrecker for vehicles exceeding one (1) ton, for actual time required to remove the vehicle from the inaccessible location to the right-of-way of the road. It is the intent of the parties that this charge should be on a pro-rated basis of the actual time removing the vehicle from the inaccessible place (i.e. 30 minutes \$ 50.00, etc.).
- e. Where dollies are necessary, the **CONTRACTOR** may charge an additional fee of \$ 20.00. The fee will not be charged where a single tow vehicle is used to tow two vehicles.
- f. Where it becomes necessary to drop the drive shaft on a vehicle in order to tow it safely, an additional charge of \$ 15.00 may be made.
- g. Removal of a tractor bumper - \$ 25.00.
- h. Remove a tractor axle, per ax - \$ 25.00

i. Storage of vehicles, per day, or portion of a day:

- Storage of a passenger car, pickup, motorcycle or golf cart - \$ 10.00,
- Storage of a truck larger than a pickup - \$ 15.00,
- Storage of a tractor - \$ 25.00,
- Storage of a trailer - \$ 25.00,
- Storage of a tractor and trailer - \$ 50.00.

SUBMITTED BY:

AUTHORIZED
SIGNATURE:

Kenny McElwaney

PRINT OR TYPE THE FOLLOWING:

NAME:

Kenny McElwaney

NAME OF FIRM:

Peachtree Towing

ADDRESS:

213 Huddleston Road

CITY, STATE, & ZIP:

Peachtree City, GA 30269

TELEPHONE
NUMBER:

770-487-0287

FAX NUMBER:

770-487-0280

CITY OF PEACHTREE CITY

WRECKER SERVICE

BID DOCUMENT FORM

BID:

- a. For simple towing of auto, pickup, motorcycle, or golf cart, from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 44.⁰⁰, except that **CONTRACTOR** shall have the right to charge \$ 25.⁰⁰ per hour (minimum of \$ 25.⁰⁰) for each person in addition to the driver needed to retrieve a golf cart if the golf cart is inaccessible to the wrecker without first relocating it.
- b. For simple towing of a truck tractor from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 75.⁰⁰.
- c. For simple towing of a tractor-trailer combination from any point within the city limits of Peachtree City to the storage lot of the **CONTRACTOR** or City facility, an amount not to exceed \$ 135.⁰⁰.
- d. When additional service by way of temporary repair to the vehicle and where necessary to remove said vehicle from an inaccessible location and to place same upon the public highway, road, or street, the **CONTRACTOR** shall be entitled to additional charges for such service, which charges shall be reasonable, not to exceed \$ 25.⁰⁰ per hour for vehicles of one (1) ton or under, and \$ 125.⁰⁰ per wrecker for vehicles exceeding one (1) ton, for actual time required to remove the vehicle from the inaccessible location to the right-of-way of the road. It is the intent of the parties that this charge should be on a pro-rated basis of the actual time removing the vehicle from the inaccessible place (i.e. 30 minutes \$ 125.⁰⁰, etc.).
- e. Where dollies are necessary, the **CONTRACTOR** may charge an additional fee of \$ 20.⁰⁰. The fee will not be charged where a single tow vehicle is used to tow two vehicles.
- f. Where it becomes necessary to drop the drive shaft on a vehicle in order to tow it safely, an additional charge of \$ 25.⁰⁰ may be made.
- g. Removal of a tractor bumper - \$ 25.⁰⁰.
- h. Remove a tractor axle, per ax - \$ 25.⁰⁰.

i. Storage of vehicles, per day, or portion of a day:

- Storage of a passenger car, pickup, motorcycle or golf cart - \$ 9.00
- Storage of a truck larger than a pickup - \$ 12.50
- Storage of a tractor - \$ 17.50
- Storage of a trailer - \$ 17.50
- Storage of a tractor and trailer - \$ 35.00

SUBMITTED BY:

AUTHORIZED
SIGNATURE:

Marcus Caswell Pres.

PRINT OR TYPE THE FOLLOWING:

NAME:

MARCUS CASWELL

NAME OF FIRM:

CASWELL'S HEAVY DUTY RECOVERY INC.

ADDRESS:

679 Hwy 29 South

CITY, STATE, & ZIP:

NEWNAW GA. 30263

TELEPHONE
NUMBER:

770-251-8921 - 770-251-9453

FAX NUMBER:

770-304-1597



Peachtree City

Georgia

TO: Mayor and Councilmembers

VIA: Interim City Manager *[Signature]*
Interim Developmental Services Director *(23)*

FROM: City Planner *David*

DATE: March 25, 2003

SUBJECT: Livable Centers Initiative (LCI) Study Implementation program

The LCI Study Implementation program provides funding opportunities to those communities participating in the overall LCI program for specific projects identified within their completed LCI Plan. The intent of this program is to complete a required action that furthers the implementation of the overall plan.

Staff recently submitted a grant application requesting funding assistance to prepare a detailed market analysis and master plan for developed and undeveloped property south of GA 54. This market analysis would assist the City, property owners and the GA 54 West Advisory Board in creating a specific master plan to guide the development, land use and infrastructure improvements on all property south of the highway.

Staff anticipates the total cost of this effort would be \$20,000, and has requested funding assistance from ARC in the amount of \$12,000. Should the City be selected to receive funding, we would be required to provide the remaining \$8,000 as our local match.

Attached is a Resolution that must be submitted to ARC indicating the City's support of this project and their commitment to provide the local match should we be awarded funding. A copy of this grant application is available for review in the City Clerk's office.

Staff recommends that Council approve this Resolution and authorize the transmittal of this information to ARC.

Attachment

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF PEACHTREE CITY
REGARDING THE COMMITMENT TO PROVIDE THE LOCAL MATCH
FOR THE LIVABLE CENTERS INITIATIVE STUDY
IMPLEMENTATION PROGRAM**

BE IT HEREBY RESOLVED THAT:

The Mayor and Council of the City of Peachtree City, Georgia, do hereby commit to provide the local match for the City's Livable Centers Initiative Study Implementation Program application and authorize the transmittal of this document to the Atlanta Regional Commission.

SO RESOLVED, this 3rd day of April 2003.

Stephen D. Brown, Mayor

Attest: _____
City Clerk

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Colin Halterman 

FROM: Jane Miller 

DATE: March 24, 2003

SUBJECT: SCT Request to Sublease Office Space

Attached is a letter from Jerry Peterson of the Southern Conservation Trust requesting the City's permission to sublease an office to Ms. Tori Stivers of the University of Georgia (attachment 1). The current lease with SCT requires that the City provide written consent before this can occur (attachment 2). This use appears consistent with the goals of the SCT and an appropriate use of an office in the facility. I have spoken with Tate Godfrey, Chairman of the Development Authority, and he has indicated no objection to this sublease. Staff recommends approval of Mr. Peterson's request.

/jsm

Attachments

cc: Jerry Peterson, SCT
Tate Godfrey, Development Authority



March 19, 2003

Jane Miller
City Clerk
City of Peachtree City
151 Willowbend Road
Peachtree City
Georgia 30269

RE: SCT Lease

Dear Jane:

Section 19 of the lease for 201 McIntosh Trail between Southern Conservation Trust (SCT) and the City requires SCT to obtain written consent of the landlord (City) for any sub lease of our portion of the building. SCT hereby requests consent of the following sub lease.

Tori Stivers of The University of Georgia would like to lease one of the offices on the lower level, about 200 square feet, from SCT to continue the environmental work she has been doing from another location in Peachtree City. Tori has been active locally on the Flint Basin Advisory Council, which is part of a 16 county area, through the Metropolitan North Georgia Water Planning District headed by Joel Cowan. Her background is with the Marine extension service at UGA and expects to expand her work to include information to local municipal officials regarding storm water runoff and how land use decisions effect water quality.

We feel that Tori Stivers would complement the efforts and goals of SCT and the Nature Center. She can help set up the environmental lab and work our storm water education programs in the future. She can also provide a almost full time person in the Nature Center.

SCT will charge no rent to UGA for this office, as we do not pay rent to the City. Lease will be year to year with similar language to our lease with the City.

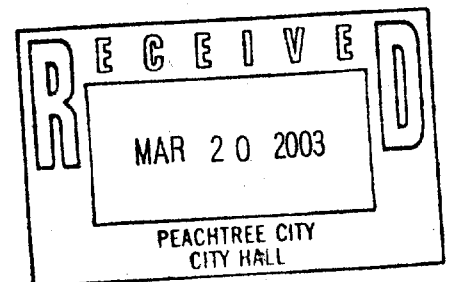
We are hoping to move Tori into the building fairly soon. Please let me know if you have any questions regarding this lease at 770 487-9124. I look forward to receiving your written consent.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jerry Peterson", is written over a horizontal line.

Jerry Peterson
Board Member SCT

201 McIntosh Trail
Peachtree City, GA 30269
(770) 486-7774 FAX (770) 486-7775



Section Nineteen: Assignment or Subletting

1. Tenants shall not assign this lease or any interest in it, and shall not sublet the premises or any part of it or any right or privilege appurtenant to this agreement or permit any other person (the agents and servants of tenants excepted) to occupy or use the premises or any portion of it without first receiving the written consent of landlord. Landlord agrees not to unreasonably withhold such consent but may, in lieu of granting such consent, terminate this lease. A consent to one assignment, subletting, or occupation and use by another person shall not be deemed to be a consent to any other or further assignment, subletting, or occupation, nor a waiver of the provisions of this section, except as to the specific instance covered by it. Any such assignment, subletting, or occupation without consent shall be void and shall at the option of landlord terminate this lease. This lease and any interest in it shall not be assignable as to the interest of tenants by operation of law without the written consent of landlord.

2. Either tenant shall have the right, in the event of a merger, consolidation, reorganization, or recapitalization, whether or not tenant survives as the surviving corporation, to assign or transfer this lease to the surviving corporation. Such right of assignment or transfer shall, however, be limited to an assignee whose book value is equal to or greater than the book value of such tenant at the time of such assignment or transfer. In the event either tenant contemplates making an assignment or transfer as provided in this section, such tenant shall give 30 days' notice to all other parties of its intent to make such assignment or transfer, and shall furnish to all other parties all pertinent information as to the book value of the proposed assignee. Upon assignment or transfer, as provided in this section, the liability of such tenant shall terminate and landlord shall look to the assignee for performance under this lease, provided such assignee agrees in writing to be bound by the terms and conditions of this lease as though an original signatory to this agreement.

3. Except as otherwise expressly provided in this lease, tenants shall remain fully liable on this lease and shall not be released from performing any of the terms, covenants, and conditions of this lease unless landlord consents.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Interim City Manager 

FROM: City Engineer/Interim Developmental Services Director 

DATE: March 26, 2003

SUBJECT: LCI Project: SR-54 Bridge Enhancements - GDOT Agreement

Attached is a Resolution and Local Government Project Agreement for fencing along the CSX roadway bridge, which have been drafted by the Georgia Department of Transportation. The Agreement assigns repair and maintenance responsibilities to the City for the vinyl coating on the fence. GDOT has agreed and is obligated by CSX to install the fence.

This is an important element of our LCI program and serves to protect the appearance along the corridor. Staff is recommending that Council adopt the resolution authorizing execution of the Agreement by the Mayor.

Attachments

Resolution
LGPA – Fence Coating Maintenance

cc: Financial Services Director
City Planner
Interim Public Services Director
file

**PEACHTREE CITY, GEORGIA
DEPARTMENT OF TRANSPORTATION AGREEMENT
RESOLUTION**

A RESOLUTION TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN THE STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION AND THE CITY OF PEACHTREE CITY, GEORGIA, TO OBTAIN BRIDGE FENCING ENHANCEMENTS AND FOR OTHER PURPOSES.

WHEREAS: the Mayor and City Council of the City of Peachtree City, Georgia, desire to enter into an Agreement with the State Department of Transportation: and

WHEREAS: this Agreement provides for the repair and maintenance of the decorative coating of the fence on the SR54/CSX Railroad Bridge: and

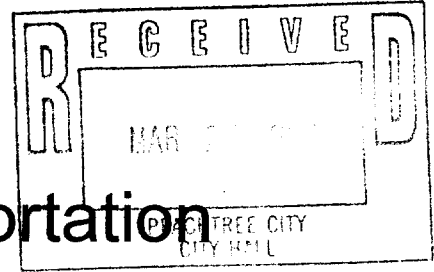
WHEREAS: under the Agreement the City shall assume full responsibility for the repairs and maintenance associated with the decorative coating of the fence.

THEREFORE BE IT AND IT IS HEREBY RESOLVED: by the Mayor and City Council that the City of Peachtree City is authorized to execute said Agreement with the State Department of Transportation. Mayor Stephen D. Brown is hereby designated as the City Official authorized to execute the Agreement on behalf of the City of Peachtree City.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Peachtree City, Georgia, to be affixed this 3rd day of April 2003.

Stephen D. Brown, Mayor

ATTEST: _____
Jane S. Miller, City Clerk



Department of Transportation

J. TOM COLEMAN, JR.
COMMISSIONER
(404) 656-5206

FRANK L. DANCHETZ
CHIEF ENGINEER
(404) 656-5277

State of Georgia
2 Capitol Square, S.W.
Atlanta, Georgia 30334-1002

HAROLD E. LINNENKOHL
DEPUTY COMMISSIONER
(404) 656-5212

EARL L. MAHFUZ
TREASURER
(404) 656-5224

March 20, 2003

BRF-164-1(32) Fayette County
P.I.No. 322065

Honorable Stephen D. Brown
Mayor, Peachtree City
151 Willowbend Road
Peachtree City, Georgia 30269

RE: Fencing on SR 54 Bridge Over CSX Railroad

Dear Mayor Brown:

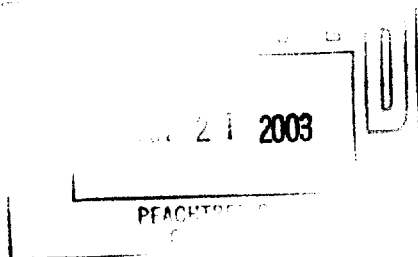
This letter is in response to Peachtree City's request for decorative PVC coated fencing along the bridge for the above mentioned project. Attached for your review are three (3) original copies of a proposed Local Government Project Agreement (LGPA) between the Department of Transportation and Peachtree City, for City and State participation. It will be the responsibility of Peachtree City to fund all future repairs and maintenance associated with the decorative coating of this fence.

Prior to execution of this Agreement, a resolution by the City Counsel authorizing the execution of the Agreement and designating the appropriate person or persons to execute it should be procured. If you concur with the terms of this Agreement, please procure the required resolution, including all necessary signatures and seals, and attach an official copy to each copy of the Agreement. Then please obtain the necessary signatures and also the appropriate seals on all three copies of the Agreement and return all copies to this office for further handling. **DO NOT** fill in the date on the first page of the Agreement; this will be filled in upon execution by the Department. We will return one copy for your files.

If you need any additional information or assistance, please contact Mike Davidson or Matt Sanders at (404) 656-5383 or myself at (404) 656-5386.

Sincerely,

Gerald M. Ross, P.E.
State Road & Airport Design Engineer



GMR:MJS:ss
Attachment

cc: Thomas B. Howell, Jr., P.E., District Engineer, Thomaston

AGREEMENT
BETWEEN
DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA
AND
PEACHTREE CITY, GEORGIA

THIS AGREEMENT, is made and entered into this _____day of _____, 2003, by and between the DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "**DEPARTMENT**", and PEACHTREE CITY, GEORGIA, acting by and through its City Counsel, hereinafter called the "**CITY**".

WHEREAS, the CITY has represented to the DEPARTMENT a desire to obtain PVC coated chain link fencing along the SR 54 bridge as part of the reconstruction over the CSX railroad in Fayette County, Georgia, currently described as Georgia Department of Transportation Project Number STP-164-1(32), P.I. Number 322065 hereinafter referred to as the "**PROJECT**"; and

WHEREAS, the CITY has represented to the DEPARTMENT a desire to participate in providing the maintenance activities needed for the decorative fence improvements, and other costs as specified in the AGREEMENT, and the DEPARTMENT has relied upon such representations; and

WHEREAS, the DEPARTMENT has expressed a willingness to participate in the funding of the construction of the PROJECT with funds of the DEPARTMENT, funds apportioned to the DEPARTMENT by the Federal Highway Administration, hereinafter referred to as the "FHWA", under Title 23, United States Code, Section 104, or a combination of funds from any of the above sources; subject to those certain conditions set forth in the AGREEMENT.

THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the CITY hereby agree each with the other as follows:

1. The CITY shall be responsible for funding all future repairs and maintenance associated with these fence improvements which lie within the limits of this bridge as a part of this Agreement.

2. All future maintenance on the decorative coated fencing will be in accordance with manufacturer's recommendations and performed to the satisfaction of the DEPARTMENT by the CITY or parties acting on their behalf.

IN WITNESS WHEREOF, the DEPARTMENT and the CITY have caused these presents to be executed under seal by their duly authorized representatives.

RECOMMENDED:

Peachtree City, Georgia

Gerald M. Ross
State Road & Airport Design Engineer

BY: _____
Mayor

Thomas L. Turner, P.E.
Director of Preconstruction

Signed, sealed and delivered this ____
day of _____, 2003 in
the presence of:

Frank L. Danchetz, P.E.
Chief Engineer

Witness

DEPARTMENT OF TRANSPORTATION

Witness

BY: _____
J. Tom Coleman, Jr.
Commissioner

Notary Public

ATTEST

This Agreement approved by the City
Counsel at a meeting held at:

Earl Mahfuz, Treasurer

the ____ day of _____, 2003

(Title) _____

REVIEWED AS TO LEGAL FORM:

Office of Legal Services

DATE: _____

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Colin Halterman, Interim City Manager 

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

DATE: March 28, 2003

SUBJECT: Revision to CAR 3-8, Computer System Useage

Attached is a copy of the revised CAR 3-8, per discussions at the last City Council meeting. The changed wording appears in bold type in Section 2, paragraph F of the CAR.

Internet and Electronic Mail-Computer Systems Use by City Employees and Elected Officials

Purpose	Section	I	Risks	VI	
Policy		II	Responsibilities	VII	
Definitions		III	Acceptable Use	VIII	
Public Records and Disclosure		IV	Unacceptable Use	IX	
No Presumption of Privacy		V	Written Agreement <u>Not</u> Required		X

I. Purpose

- a. The purpose of this regulation is to establish standards for use of the intranet, extranet, local area networks, stand-alone computers and associated peripherals, personal digital assistants (PDAs), data-enabled communications devices, and services accessed through Internet and Electronic Mail (e-mail)[referred to herein as the "City Computer Systems"] by City employees and elected officials who use city provided resources, regardless of the user's location when accessing the network.
- b. It is the intent of this policy to:
 1. Ensure that the use of city-provided ~~Internet and E-mail services~~ City Computer Systems are related to, or for the benefit of, city government;
 2. Inform users that ~~E-mail messages and documents~~ documents created and received on the City Computer Systems are subject to the same laws, regulations, policies, and other requirements as information communicated in other written forms and formats;
 3. Minimize disruptions to city government activities from inappropriate use of ~~city-provided Internet and E-mail services~~ City Computer Systems; and
 4. Provide users with guidelines describing their personal responsibilities regarding confidentiality, privacy, and acceptable use of ~~city-provided Internet and E-mail services~~ City Computer Systems as defined by this policy.

II. Policy

- a. As with any City resource, the use of the ~~Internet and E-mail services~~ City Computer Systems should be used primarily for legitimate City business and is governed by rules of conduct similar to those applicable to the use of other information technology (e.g. telephone, fax, etc.) resources, including the Open Meetings/Records Act of Georgia.
- b. E-mail created or received by an employee or official in connection with official city business, which perpetuates, communicates or formalizes knowledge, is subject to the open records law and open for inspection.

- c. E-mail created or received by an employee that is not in connection with official city business, is still subject to the Open Records Law if the e-mail was created or received with city provided resources.
- d. Employees and City Officials will not use the City Computer ~~in~~ Systems in any manner that would constitute a quorum of any official public body to conduct official city business. No employee or City Official shall communicate via the City Computer systems with a quorum of any official public body to specifically request a reply for anything other than transitional information as defined below. This does not affect the communication between any two members of any official public body via the Internet and this does not affect the ability of employees or City Officials from sending information to a quorum of any official public body.
- e. All documents and communications created through the City Computer Systems shall be retained in accordance with the eCity's Records Retention policy.

~~f. Email should be used primarily for transitory correspondence. Transitory Messages shall be retained until obsolete, superseded, or administrative value is lost. This means that the records only have to be retained until they have served their administrative purpose. In applying this rule, any E-mail messages created or received that fall under this category may be deleted at the user's discretion. The use of e-mail is discouraged for sending enduring messages. However, if e-mail is used as such, the message shall be printed by the sender and retained in accordance with the City's Records Retention Schedule policy.~~ **For the purposes of this CAR, any e-mail sent or received by any elected official shall be kept electronically to fulfill both open records standards and the City's Records Retention policy. E-mail messages from elected officials to City Staff that would otherwise be considered enduring messages shall be printed by City Staff.**

- g. Employees shall not use the City Computer Systems to disseminate or print copyrighted materials (including articles and software) in violation of copyright laws and license agreements
- h. Employees shall not use an Internet, electronic mail or online service account or signature line other than their own unless management provides expressed written permission for a specific purpose.
- i. Employees shall take all reasonable precautions to prevent the inadvertent dissemination of anyone else's information via the Internet, electronic mail or online services.
- j. City Computer Systems usage is subject to limitations as imposed by ~~supervisors~~ the System Administrator management to prevent excessive or improper use. Although the City Computer Systems are meant for business use, the City allows personal usage if it is reasonable and does not substantially interfere with work. All software loaded and messages distributed via the City Computer Systems, unless otherwise restricted, are the City of Peachtree City's property. It is NOT permitted for City employees or City

Officials to load ~~personal~~ or otherwise install software unless written permission has been given by the System Administrator and Division Director/Chief

~~g. kk.~~ Use of the ~~City Computer Systems~~ City Computer Systems is a privilege, which imposes certain responsibilities and obligations on its users and is subject to City policies and local, state, and federal laws. Acceptable use must be legal, ethical, reflect honesty, and show restraint in the consumption of shared resources.

~~f. Abuse of Internet privileges may be considered "misuse of government property".~~

. 1. Use of ~~email or Internet~~ City Computer Systems in a manner that could reasonably be construed as sexually explicit, scandalous, defamatory, libelous, immoral, offensive or discriminatory based on race, national origin, sex, sexual orientation, age, disability or religious beliefs is not permitted.

~~m- Abuse of City Computer Systems privileges may be considered "misuse of government property".~~

III. Definitions.

Management, in the context of this CAR, refers to the City Manager, all Directors and Chiefs and the System Administrator, working in concert to respond to issues of appropriateness of content as well as technical ramifications of the City Computer Systems.

Electronic Mail (E-mail) is a means of sending messages between computers using a computer network or over a modem connected to a ~~telephone line~~ telecommunications line. ~~It is an efficient and timely communication tool that can help the City improve the way it conducts its business by providing a quick and cost effective means to create, transmit, and respond to messages and documents electronically. It~~ E-mail is intended to expedite communications, reduce paperwork and automate routine office tasks, thereby increasing productivity and reducing costs. ~~Daily tasks are accomplished more rapidly as individuals use E-mail services for sending and receiving texts as well as avoiding telephone tag. E-mail consists primarily of messages, but may also include attachments such as calendars, directories, distribution lists, word-processing documents, spreadsheets and other electronic documents. E-mail is stored in a digital format rather than on paper and is retrievable at a future date. Due to format, E-mail permits instant communication and transmittal of up-to-date information similar to the telephone, and unlike current telephone features, E-mail creates a record of the information that is being transmitted.~~

Transitory Messages consist of those records that are created primarily for the informal communication of information, as opposed to communications designed for the perpetuation or formalization of knowledge. Transitory messages do not set policy or establish guidelines or procedures. The informal nature of transitory messages might be compared to the communication that might take place during a telephone conversation or verbal communications in an office hallway. Transitory messages would include the following:

- Routine announcements and information
- Queries regarding processes, ideas or draft documents
- Meeting notices
- Reading files
- Recipient's Inter-departmental memoranda

~~Transitory Messages shall be retained until obsolete, superseded, or administrative value is lost. This means that the records only have to be retained until they have served their administrative purpose. In applying this rule, any E-mail messages created or received that fall under this category may be deleted at the user's discretion.~~

Enduring Messages consist of those records that are created primarily for formal communications of information. These messages set policy or establish guidelines or procedures. ~~The use of e-mail is discouraged for sending messages of this type. However, if e-mail is used as such, the message shall be printed by the sender and retained in accordance with the City's Records Retention Schedule.~~

IV. Public Records and Disclosure

A message sent or received by ~~E-mail~~ the City Computer Systems in the conduct of public business with ~~Ceity~~ provided resources is subject to the Open Records Law and is considered a public record. ~~Transitory Ee-mails can may be deleted in accordance with the City's Records Retention Schedule after they have been retained for the correct time period as determined above.~~ E-mails stored and accessible after this time are still a public records and must be produced upon request.

The City Clerk will coordinate with the Systems Administrator for the gathering of the public record ~~e-mail~~ City Computer Systems documents in response to an Open Records Request following all applicable state laws.~~t. A requestor does not need to show a "legitimate interest" in such e-mail before being allowed to see it. Any person has the right to request to see a public record for any reason. The law does not require the requestor to specify a particular document nor does it require that the request be submitted in writing.~~

~~E-mail and Internet usage by employees or officials from their personal (non-City) computers while not conducting City business or using a City provided e-mail accounts is not subject to the regulations of this CAR.~~

V. No Presumption of Privacy

Employees should keep in mind that Internet Usage is not "private". Electronically transmitted information travels through many networks, and many different computer connections. Information sent across the Internet or through external networks has the potential to be viewed by parties not intended. All information that is created, stored and/or transmitted via the City's ~~Internet/E-mail system~~ Computer Systems can be reviewed by management at any time. Since e-mail messages may be retained at different locations or levels of the system, users must remember that their communication can be retrieved during formal discovery processes. Discretion, therefore, is an important consideration when using this or any other new technology to send, record, retain or review information.

Officials and Employees are advised of the risk involved in using E-mail to deal with confidential issues, and must be aware of all applicable statutory or regulatory requirements that would prohibit the disclosure of certain information in any format. Of special concern is the confidentiality of individual health and personnel information.

Abuse of ~~Internet privileges~~ the City Computer Systems may be considered "misuse of government property", therefore the City does utilize software to monitor its use.

VI. Risks

Although ~~Internet access~~ the City Computer Systems can provide significant business benefit for City departments, it is important to point out that use of the Internet and external networks exposes the City and users to ~~Internet-related~~ risks. The Internet is not one administrative entity, but rather is a ~~cooperative effort~~ interlocking network of systems from between educational institutions, government agencies, and various commercial and non-profit organizations. It is a shared information utility for individuals, business and governments. Even with the extensive effort to minimize risks, there is no known way to protect the City from all related risks. There are significant legal, security, and productivity issues associated with how the Internet is used. Examples of such issues are the potential:

1. To receive computer viruses and malicious code and programming from the downloading and use of programs and/or files from Internet sources;
2. For someone to eavesdrop on transmissions, which might include passwords, sensitive data or correspondence;
3. For users to be induced by the vast social and informational forums of the Internet into spending significant work time on non-city business related activities;
4. To consume limited disk storage on city servers and on user PCs with information which has been downloaded from the Internet; and

5. For breaches of data security, confidentiality and intellectual property rights from unwanted intrusion into the agency network by hackers.
6. ~~Virus Threat E-mail is the most frequently used method for transmitting computer viruses. Executable files (e.g., *.exe, *.com) and documents containing viruses can be transmitted via E-mail. These files and documents, which may be attached to E-mail messages, must always be checked for viruses before they are accessed, executed, or distributed to other users. Thus, each city official and employee must exercise prudence and caution in using this powerful information resource. The sections, which follow, outline policy and address responsibilities for ensuring that Internet services are used appropriately and that adequate facilities are available for all approved users.~~

VII. Responsibilities

Because of the various security, legal, and productivity issues referenced in this policy, each user has the following responsibilities:

1. By participating in the use of networks and systems provided by the City, users agree to comply with policies governing their usage.
2. The content of ~~anything~~ any electronic correspondence exchanged (sent and/or received) via E-mail ~~communications~~ the City Computer Systems must be appropriate and consistent with City policy, subject to the same restrictions as any other correspondence.
3. E-mail communications, if allowed to accumulate on a server, can quickly consume the server's disk space and may cause system problems. Deletion of ~~unnecessary~~ expired transitory email communications is encouraged. Messages of a non City-business related nature, including but not limited to chain letters, forwarded jokes and stories, or solicitations for services outside the scope of City business, should be removed immediately after the user receives and reviews the message, and the recipient of that message should inform the sender of the City's policies regarding City Computer Systems use and advise that non City-business related messages should not be sent in the future.
4. Comply with City policies, procedures, and standards.
5. Be courteous and protect others' privacy and confidentiality.
6. Be responsible for the protection and use of their E-mail accounts ~~the logins, accounts and computer hardware and software allocated to them.~~
7. Use information technology resources efficiently and productively.

VIII. Acceptable Use of Internet and E-mail Services City Computer Systems

Acceptable ~~Internet and E-mail~~ City Computer Systems activities are those that generally do not impede the purpose, goals, and mission of the City and each user's job duties and responsibilities. The following list, ~~although not all-inclusive, provides~~ list includes, but is not limited ~~some examples to, examples~~ of acceptable uses:

1. Communications, including information exchange, for professional development or to maintain job knowledge or skills;
2. Communications with other governmental agencies and business partners of city government providing document delivery or transferring working documents/drafts for comment;
3. Announcements of city laws, procedures, hearings, policies, services, or activities;
4. Use involving research and information gathering in support of advisory, standards, analysis, and professional development activities related to the user's city governmental duties; and
5. Communications and information exchanges directly relating to the mission, charter, and work tasks of the City including E-mail in direct support of work-related functions or collaborative projects.
6. Any personal use of ~~Internet resources~~ City Computer Resources while on or off duty ~~shall on duty~~ should be confined to once or twice a day and a maximum of 10 minutes. ~~No personal usage shall violate section VIII (Unacceptable Uses) as described below~~ be kept to a minimum, as determined by the division director/chief in consultation with the System Administrator and the Director of Financial Services. Due to the varied job and time requirements within the City, some directors may allow more time for personal use of City Computer Resources. All users must ensure compliance with all other provisions of this CAR, especially section VIII (Unacceptable Uses of City Computer Systems).
7. ~~Personal usage of the Internet during off-duty hours is permitted with prior approval of the employee's supervisor, as long as such usage does not violate section VIII.~~

VIII. Unacceptable Use of Internet and E-mail Services City Computer Systems

Unacceptable use can be defined generally as activities that generally impede the purpose, goals and mission of the City and each user's job duties and responsibilities. Any ~~Internet and E-mail~~ City Computer Systems usage in which acceptable use is questionable should be avoided. When in doubt, seek policy clarification from your supervisor prior to pursuing the activity.

The following list, although not all-inclusive, provides some examples of unacceptable uses:

1. Business Activities. This includes Internet use for private purposes such as marketing or business transactions and private advertising of products or services.
2. Use for, or in support of, unlawful/prohibited activities as defined by federal, state, and local laws or regulations. Illegal activities relating to Internet and network access include, but are not limited to:
 - a. Tampering with or installing computer hardware or software;
 - b. Willful vandalism or destruction of computer files;
 - c. Transmission or generation of threatening, obscene, offensive or harassing materials;
 - d. Attempts to penetrate access a remote site/computer without proper authorization;
 - e. Use of the Internet to try to access data that is protected and not intended for public access;
 - f. Violation of federal and state laws dealing with copyrighted materials or materials protected by a trade secret.
 - g. Accessing or modifying contents of files, other data, or passwords of other users, unless explicitly authorized to do so by those users or management.
 - h. Attempts to subvert network security, to impair functionality of the network, or to bypass restrictions set by the network administrators. Assisting others in violating these rules by sharing information or passwords is also unacceptable behavior;
 - i. Deliberate interference or disruption of another user's work or system. The user must avoid any actions that cause interference to the network or cause interference with the work of others on the network. Users are prohibited from performing any activity that will cause the loss or corruption of data, the abnormal use of computing resources (degradation of system/network performance), or the introduction of computer viruses by any means (use of programs with the potential of damaging or destroying programs and data). To that end, any software downloaded from the Internet must be approved in writing by both the System Administrator and the division director/chief PRIOR to download. Employees and officials are not permitted to load personal software on the City Computer Systems;
 - j. Use of fee-for-service providers on the Internet unless the necessary approvals and funding have been obtained in advance. Any individual who obligates the City to pay for services without prior approval is personally liable for these costs;
 - k. Solicitation for religious and political causes;

l. Use to gain access to any other Internet or external network service, which requires membership if the user does not have proper membership, rights, and privileges in the other service.

m. No employee shall use the Internet service at any time to access sites or information that could be interpreted as demonstrating poor ethical conduct, unless required as part of their official City duties (i.e. administrative or official investigations). These types of sites or information include, but are not limited to, those containing derogatory racial content, sexual content, derogatory religious content, offensive language, improper humor, material that could negatively reflect upon the City of Peachtree City, or material prohibited by law.

IX. Written Agreement Not Required

~~Users having access to city provided Internet and E-mail services~~ the City Computer Systems are advised that all such ~~network~~ activity is the property of the City, and therefore, they should not consider any activity to be private. By use of the City Computer Systems, All users of Internet and E-mail services are required to acknowledge acceptance of and intention to comply with "The City of Peachtree City Internet and E-mail Acceptable Use Policy" by signing a "User Agreement" for these services. The attached "Sample Use Agreement" is provided as a model. The Personnel Office of the City shall maintain the signed agreements. this regulation. Copies of this regulation should be posted on all employee bulletin boards as well distributed to all employees and officials by the division director/chief. Failure to follow this regulation may subject employees and officials to appropriate disciplinary action.

APPROVED:

Director of Administrative Services
Director of Financial Services
City Manager

**THE CITY OF PEACHTREE CITY
ELECTRONIC MAIL AND INTERNET POLICY**

~~Access to information technology resources and services has been granted to me, as a privilege, for performing job duties and responsibilities for my agency. I have read and agree to abide by the City's policies, procedures, terms and conditions that govern my use of these services:~~

~~I will refrain from monopolizing systems, overloading networks with excessive data, or wasting computer time, disk space, printer paper, or other information technology resources.~~

~~I will report to my supervisor any observations of attempted security violations or illegal activities as defined by local, state, or federal laws. I will also report to my supervisor if I receive or obtain information to which I am not entitled.~~

~~I will not use the Internet service at any time to access sites or information that could be interpreted as demonstrating poor ethical conduct, unless required as part of my official City duties (i.e. administrative or official investigations). These types of sites or information include, but are not limited to, those containing derogatory racial content, sexual content, derogatory religious content, offensive language, improper humor, material that could negatively reflect upon the City of Peachtree City, or material prohibited by law.~~

~~By signing this agreement, I certify that I understand and accept responsibility for adhering to the City's policies, procedures, terms and conditions explained in the City's Policy (CAR 3-8). I also acknowledge my understanding that any infractions on my part may result in disciplinary action including, but not limited to, termination of my access privileges.~~

Employee Name (Print): _____

Employee Signature: _____ **Date:** _____

POSITION PAPER

Proposed Variance: St. Andrews in the Pines Episcopal Church

316 Peachtree Parkway

City Planner/ Zoning Administrator David/qe

March 26, 2003

Situation:

St. Andrews in the Pines Episcopal Church is proposing an expansion to their existing Sanctuary building. The existing building was built several years ago and conforms to applicable building setbacks. Any expansion of the Sanctuary building must conform to the liturgical requirements of the Episcopal Church. The proposed expansion would encroach 9'-4" into the required building setback adjacent to Stevens Entry. The Church is requesting a variance to permit this encroachment (Attachment "A").

Facts:

1. The subject parcel is zoned OS Open Space. Churches are permitted as a Conditional Use within this zoning district and must maintain a minimum 40' building setback. The proposed expansion would encroach 9.4' into this setback.
2. The City's Buffer Ordinance classifies Stevens Entry as a Village Collector and requires a minimum tree save and landscape buffer of 25'. There will be no disturbance or encroachment into this buffer.
3. The area between the existing Sanctuary and Stevens Entry is heavily wooded. The Architect has indicated it is the Church's intent to minimize disturbance in this area and replace vegetation as necessary to maintain the natural appearance of this area.
4. There are no developments on either side of the subject parcel. The property across Stevens Entry is a City-owned greenbelt.
5. The Architect has indicated that the Sanctuary cannot be extended in any other direction and conform to the liturgical requirements of the Episcopal Church.
6. A copy of the portion of the Zoning Ordinance that addresses variance policies and procedures is included as Attachment "B."

Proposed Variance: St. Andrews in the Pines Episcopal Church

March 26, 2003

Page 2

Recommendation:

City Staff recommends that a variance of 9'-4" be approved as requested, with the understanding that the Church will maintain as much vegetation as possible between the new building and the road. Further, the Church must commit to work with City Staff and the Planning Commission to re-plant this buffer as necessary to screen the new building.

The existing Sanctuary building is one of the premier architectural statements in Peachtree City, and the style and formality of this building warrants a symmetrical and formal design as the building expands. It is Staff's position the expansion will have negligible impact on Stevens Entry. Further, it is apparent the building could not be expanded in any other direction and still maintain the liturgical requirements set forth by the Episcopal Church.

Attachments "A" – "B"

BARKER, CUNNINGHAM, BARRINGTON

30 January 2003

Mr. David Rast, ASLA
City Planner
151 Willowbend Road
Peachtree City, Georgia 30269

Re: St. Andrews In The Pines
Episcopal Church

Dear Mr. Rast:

Attached is our Request For Variance from the Zoning Ordinance of Peachtree City. Also attached is a site plan showing the existing conditions as well as our proposed additions and an enlarged area of the site plan detailing the extent of the variances requested.

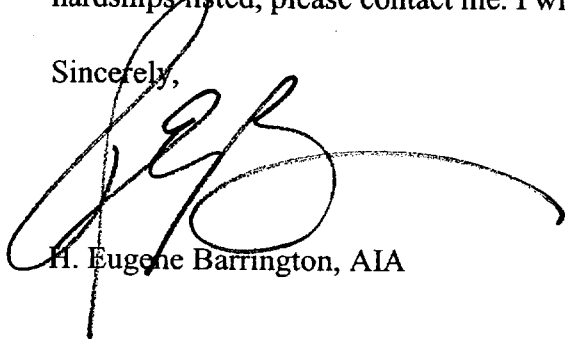
When considering our request for variance, please consider the following:

1. Any expansion to the Sanctuary building must conform to the liturgical requirements of the Episcopal Church. The existing Sanctuary building cannot be expanded in another direction, and maintain those requirements, due to the "hour glass" shape of the property.
2. The property is bounded on two sides by streets, Peachtree Parkway to the north and Stevens Entry to the east. Both are considered Front Yards and imposing those setback requirements along two of the major property lines reduces the developable area more than is customary.
3. There is no development immediately across Stevens Entry that would be impacted by granting the requests.
4. The variances requested project into the building setback and not the landscape buffer.

In consideration of these requests, the Owner will exercise special care in landscaping the area between the new Sanctuary Expansion and Stevens Entry and will cooperate with Peachtree City in the extension of the existing golf cart path along Stevens Entry to the intersection of Peachtree Parkway.

Thank you for this consideration. Should you require additional information or clarification of the hardships listed, please contact me. I will gladly provide you any information requested.

Sincerely,



H. Eugene Barrington, AIA



REQUEST FOR VARIANCE ZONING ORDINANCE, CITY OF PEACHTREE CITY

This is a request for a variance from the requirements of the Peachtree City Zoning Ordinance for the property located at: 316 Peachtree Parkway

The reason this variance is being requested is as follows: To allow for the construction of an addition to the Sanctuary.

Along with this form, the applicant should submit a detailed report justifying the granting of the requested variance. In preparing the report, please consider the following:

Variances from the provisions of this Ordinance may be approved by the City Council if it is determined that they will not cause substantial detriment to the other parties or impair the purpose or intent of this Ordinance; provided, however, that no variance can be granted for a use that is specifically prohibited by this Ordinance within the zoning district in which the property is located.

In making a determination on a variance request, the City Council shall consider the following factors:

- a. Whether or not the special circumstances contributing to the request are peculiar to the particular property involved;
- b. Whether or not the situation for which the request is being made poses an unnecessary hardship for the applicant; and
- c. Whether or not the request is due to an intentional action of the applicant to violate the requirements of this Ordinance.

I certify that I am the owner or duly authorized agent of the owner of the above-described property:

Name: (Please type or Print) Kimberly H. Wilson

Address: 505 Whittington Way, Peachtree City, Georgia 30269

Phone: (770) 486-0404 (770) 486-0804 Fax

Signature: Kimberly H. Wilson Building Chairperson, St Andrews in the Pines Episcopal Church

This request, along with the required fee and all necessary supplemental documents, has been properly submitted and is hereby accepted for consideration by the City Council at a public hearing in the City Council Chambers at 7:00 PM on the date shown below:

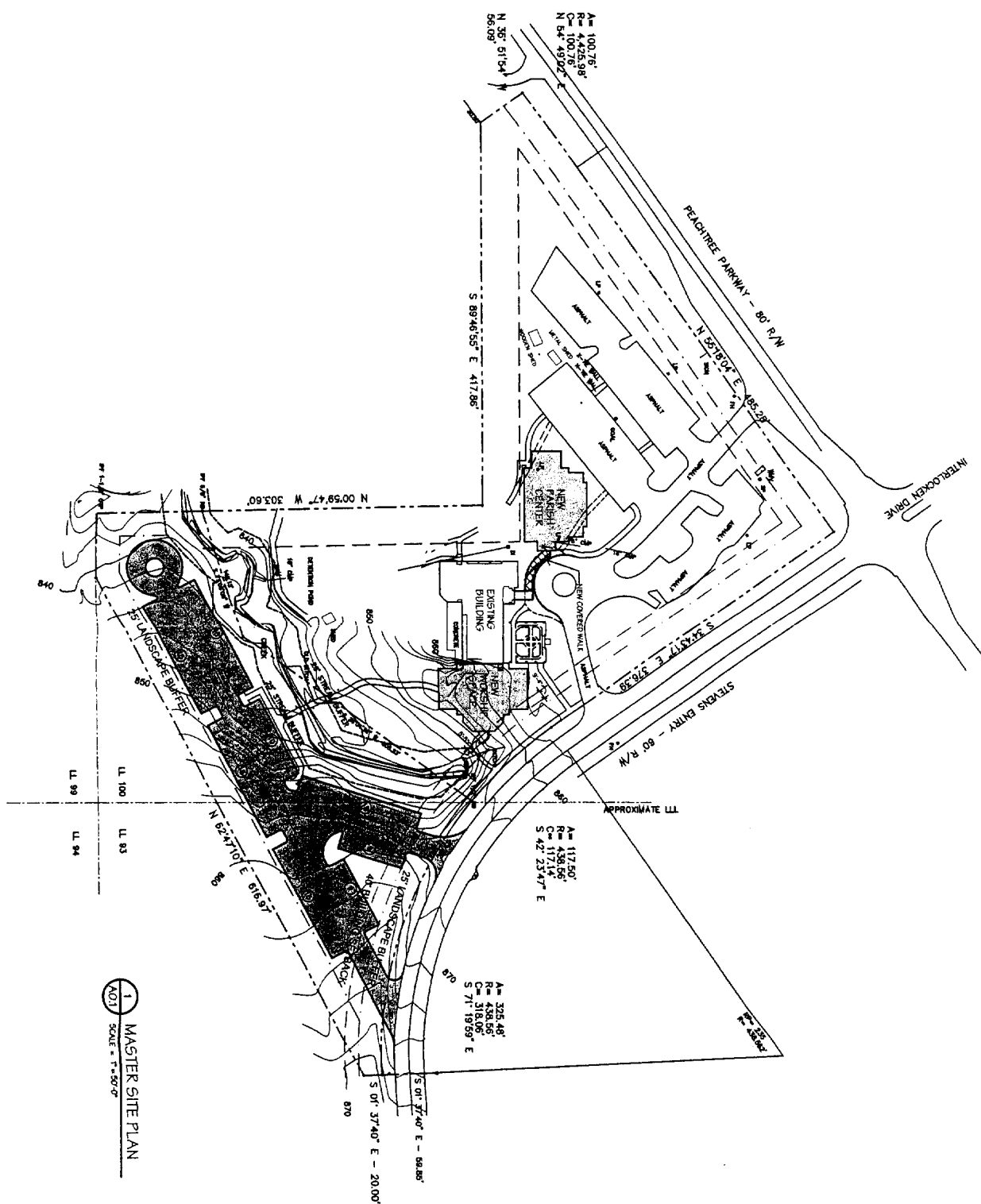
Signature: David E. Rant

Title: Zoning Administrator

Date of Acceptance: March 10, 2003

Date of Public Hearing: April 3, 2003

adv. 3-17



(1202.2) The purpose of this section is to authorize variances from the terms of this ordinance as will not be contrary to the public interest so that the spirit of this ordinance shall be observed, public safety and welfare secured, and substantial justice done.

An application for a variance may be submitted only by the owner of the property for which a variance is desired, or his authorized agent.

- (a) Variance applications shall be filed with the city planner on forms provided by the city planner.
- (b) Any communication relative to a variance request will be regarded as information only until a proper application is made in the form required.
- (c) An application fee of \$250.00 must accompany each variance application.
- (d) Upon receiving an application, the city planner shall schedule a public hearing on the request before the city council within 45 days after receipt.
- (e) A sign displaying the hearing date and the nature of the hearing shall be placed in a conspicuous location on the property not less than 15 days prior to the hearing date.
- (f) A notice of the public hearing date and the nature of the hearing shall be published in the newspaper of general circulation which serves as the legal organ for the city. The newspaper notice shall appear at least 15 days prior to the hearing date.
- (g) At the public hearing before the city council, the applicant may appear in person or be represented by an agent or attorney.
- (h) Variances from the provisions of this ordinance may be approved by the city council if it is determined that they will not cause substantial detriment to other parties or impair the purpose or intent of this ordinance; provided, however, that no variance can be granted for a use that is specifically prohibited by this ordinance within the zoning district in which the property is located.

In making a determination on a variance request, the city council shall consider the following factors:

- (1) Whether or not the special circumstances contributing to the request are peculiar to the particular property involved;
- (2) Whether or not the situation for which the request is being made poses an unnecessary hardship for the applicant; and
- (3) Whether or not the request is due to an intentional action of the applicant to violate the requirements of this ordinance.

POSITION PAPER

Proposed Variance: McDonald's Restaurant

709 Crossings East

City Planner/ Zoning Administrator

March 26, 2003

David/ge

Situation:

The McDonald's Corporation constructed a freestanding restaurant at the intersection of GA 54 East and Crossings East in early 1987. Since that time, the restaurant has undergone several expansions and renovations. McDonald's is now proposing to add a parallel, tandem drive-through ordering system at this store. The new drive-through lane would encroach 15' into the rear-building setback. Mr. James R. Wages, Jr., representing McDonald's Corporation, has applied for a variance to permit this encroachment (Attachment "A").

Facts:

1. The overall Crossings East retail center is zoned GC General Commercial. The minimum rear building setback in the GC zoning district is 20'.
2. Section 903, Location of building on zoning lots, stipulates:

Lanes associated with a drive through window shall be considered a part of the principal building when determining building location. For purposes of this section the lanes used for access to drive through window service to any building shall be considered a portion of the structure of the building and said drive-thru lanes shall not infringe beyond the building lines required for the district in which the zoning lot is located.

3. The tandem drive-through lane would be located in what is now utilized as a part of the internal site circulation. Removing this internal drive connection would require automobiles, trucks and service vehicles to leave and re-enter the McDonald's property to access the parking areas.
4. A copy of the portion of the Zoning Ordinance that addresses variance policies and procedures is included as Attachment "B."

Recommendations:

City Staff recommends that the variance request be denied, as it is felt the proposed tandem drive-through lanes would exacerbate an existing internal site circulation problem. The proposed tandem drive-through lane would be located within the rear building setback and would not be in conformance with existing ordinances. Staff is also concerned the tandem drive-through lane would cause further congestion on the internal road system within the adjoining retail center.

Proposed Variance

McDonald's Restaurant, 709 Crossings East

March 26, 2003

Page 2

Staff further recommends that the Applicant be requested to work with City Staff and the Planning Commission to determine if other site improvements might be appropriate that would address the internal vehicle stacking situation and ingress/ egress at the site entrance adjacent to GA 54.

Attachments "A" – "B"

REQUEST FOR VARIANCE ZONING ORDINANCE, CITY OF PEACHTREE CITY

This is a request for a variance from the requirements of the Peachtree City Zoning Ordinance for the property located at: McDonald's Restaurant, 709 Crossing East, Peachtree City, Georgia 30269

The reason this variance is being requested is as follows: **A variance to the 20' rear yard setback is being requested to allow a second drive thru lane to extend within the setback. Granting of this variance will allow the installation of a tandem drive-thru ordering system.**

Along with this form, the applicant should submit a detailed report justifying the granting of the requested variance. In preparing the report, please consider the following:

Variances from the provisions of this Ordinance may be approved by the City Council if it is determined that they will not cause substantial detriment to the other parties or impair the purpose or intent of this Ordinance; provided, however, that no variance can be granted for a use that is specifically prohibited by this Ordinance within the zoning district in which the property is located.

In making a determination on a variance request, the City Council shall consider the following factors:

- a. Whether or not the special circumstances contributing to the request are peculiar to the particular property involved;
- b. Whether or not the situation for which the request is being made poses an unnecessary hardship for the applicant; and
- c. Whether or not the request is due to an intentional action of the applicant to violate the requirements of this Ordinance.

I certify that I am the duly authorized agent of the owner of the above-described property:

Name: James R. Wages, JR

Address: 444 Auburn Road, Auburn, Georgia 30011

Phone: 770-963-1691

Signature: *James R. Wages, Jr.*

This request, along with the required fee and all necessary supplemental documents, has been properly submitted and is hereby accepted for consideration by the City Council at a public hearing in the City Council Chambers at 7:00 PM on the date shown below:

Signature: *David E. Rant*

Title: *City Planner / Zoning Administrator*

Date of Acceptance: *March 11, 2003*

Date of Public Hearing: *April 3, 2003*

Request for Variance to Rear Building Setback

McDonald's Restaurant
709 Crossing East
Peachtree City, Georgia 30269

McDonald's Corporation is requesting a variance to the rear building setback for this site. Specifically, this is a variance to Section 903 of Article IX, General Provisions of the Zoning Ordinance. The ordinance specifies "Lanes associated with a drive through window shall be considered part of the principal building when determining building location. For purposes of this section the lanes used for access to drive through window service to any building shall be considered a portion of the structure of the building and said drive-in lanes shall not infringe beyond the building lines required for the district in which the zoning lot is located".

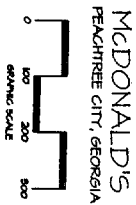
McDonald's is proposing the addition of a parallel, tandem drive thru ordering system. When the typical drive thru system is properly executed, customer decision making and ordering is the most time consuming element of the process. When implemented, the tandem drive thru ordering system allows two customer orders to be taken simultaneously. Simultaneous customer ordering will speed drive thru service and in turn reduce the average service time for cars in the drive thru lane. One of the results of a reduction in average drive thru service time will be reduced traffic backup through the lot and drives and the resulting traffic congestion. As the building already exists, it is necessary for the proposed second drive thru lane to encroach within the rear yard set back in order to maintain proper (safe and useable) turning radii for the drive thru lanes.

The maximum encroachment of the drive thru lane into the 20' setback would be approximately 15' for a distance of 25 feet. The encroachment would be less at other points along the radius.

Another necessary element of the tandem drive thru order system is the addition of a second drive thru menu board and order station, as well as a safety "over height vehicle clearance arm" (this arm lets over height vehicles know they will not clear the building overhang). To facilitate this element, McDonald's is proposing a landscape island of approximately 175 square feet. The effect of this landscape island will be to screen the menu board with appropriate planting, increase the overall green space of the site, and reduce the impervious area of the site.

The zoning for the surrounding property is the same as the subject property and the property is used for traffic aisles and parking. Any impact as a result of this variance would therefore be negligible.

NOTE: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO FIELD VERIFY DIMENSIONS OF PROPOSED LAYOUT PRIOR TO INSTALLATION.



Attachment "A"
Page 3 of 3

DATE	DESCRIPTION

REVISIONS

ON-889/826/24-10/89
MEMORANDUM
FOR: COMBINATION
SHORT-REACH/THREE
DAYS/SHORT-REACH
ATTN: AKA 6A
50528

TITLE	SITE LAYOUT SUD-07-SARE PRIVATE TRAIL
LAND LOT 94 DISTRICT 7 PACATUNGE CITY PALETTE COUNTY GEORGIA	

[illegible]

(1202.2) The purpose of this section is to authorize variances from the terms of this ordinance as will not be contrary to the public interest so that the spirit of this ordinance shall be observed, public safety and welfare secured, and substantial justice done.

An application for a variance may be submitted only by the owner of the property for which a variance is desired, or his authorized agent.

- (a) Variance applications shall be filed with the city planner on forms provided by the city planner.
- (b) Any communication relative to a variance request will be regarded as information only until a proper application is made in the form required.
- (c) An application fee of \$250.00 must accompany each variance application.
- (d) Upon receiving an application, the city planner shall schedule a public hearing on the request before the city council within 45 days after receipt.
- (e) A sign displaying the hearing date and the nature of the hearing shall be placed in a conspicuous location on the property not less than 15 days prior to the hearing date.
- (f) A notice of the public hearing date and the nature of the hearing shall be published in the newspaper of general circulation which serves as the legal organ for the city. The newspaper notice shall appear at least 15 days prior to the hearing date.
- (g) At the public hearing before the city council, the applicant may appear in person or be represented by an agent or attorney.
- (h) Variances from the provisions of this ordinance may be approved by the city council if it is determined that they will not cause substantial detriment to other parties or impair the purpose or intent of this ordinance; provided, however, that no variance can be granted for a use that is specifically prohibited by this ordinance within the zoning district in which the property is located.

In making a determination on a variance request, the city council shall consider the following factors:

- (1) Whether or not the special circumstances contributing to the request are peculiar to the particular property involved;
- (2) Whether or not the situation for which the request is being made poses an unnecessary hardship for the applicant; and
- (3) Whether or not the request is due to an intentional action of the applicant to violate the requirements of this ordinance.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Colin Halterman, Interim City Manager *CH*

FROM: Paul Salvatore, Director of Financial Services *P.S.*
Jane Miller, Director of Administrative Services *JM*

DATE: March 27, 2003

SUBJECT: Analyses of Pension Plans/Benefits

As you recall, a significant increase in contributions to the city's defined benefit pension plan was required in FY 2003 in order to adequately fund the plan. Staff was asked to investigate other pension plan options that would either reduce the cost of funding the plan and/or provide more stability in the level of plan contributions required from year to year. In addition, staff was also asked to revisit the Public Safety Early Retirement benefit plan and return to Council with recommendations. Clark Weeks of the firm Actech, Inc. was chosen through a selective process to assist staff in performing these analyses, and will deliver a Powerpoint presentation to Council at the April 3 City Council Meeting to explain three separate analyses that were conducted. A written report of each analysis is attached to this memo for your advance review.

First was an analysis that investigated the possibility of realizing a cost savings as a result of converting the current defined benefit pension plan into a defined contribution plan (see Attachment 1). Mr. Weeks will explain the results of this analysis including options for reducing future costs of the defined benefit pension plan.

The second analysis (see Attachment 2) involved an evaluation of our current defined benefit pension plan administrator, the Georgia Municipal Employee Benefits System (GMEBS) as well as other options for plan administration. The pros and cons of changing plan administrators will be explained, and staff seeks guidance from Council after hearing the presentation. In short, the consultant believes we can gain more stability in the level of contributions, gain higher overall returns and have more control over our investments by changing plan administrators. However, we would lose some of the conveniences provided by GMEBS, and would be more limited on investment options.

The third analysis involved a review of the Public Safety Early Retirement benefit plan, and consideration of the impact of making changes to the plan, as requested by public safety personnel who served on the early retirement plan committee. The current plan benefits, as well as the proposed plan changes and financial impact of the proposed changes are outlined in the attached letter from Mr. Weeks (see Attachment 3). Staff believes that the proposed changes are economically feasible and may be implemented, should Council so desire.

ACTECH, INC.

March 12, 2003

Mr. Paul J. Salvatore
 Director of Financial Services
 City of Peachtree City Retirement Plan
 151 Willowbend Road
 Peachtree City, Ga 30269

RE: Cost of converting to a Defined Contribution Plan

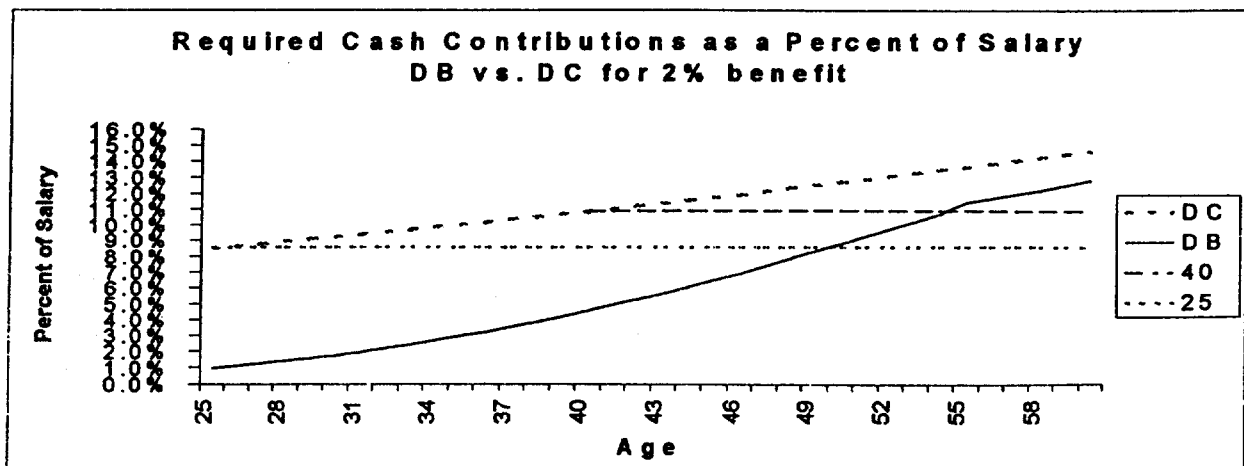
Dear Mr. Salvatore,

Peachtree City has requested we document the cost of changing the pension benefits of new hires at Peachtree City from your current 2% Defined Benefit (DB) pension formula to a Defined Contribution (DC) plan. Our understanding is that you intend to continue the current pension plan for your existing employees and only put new hires in the defined contribution plan.

Transitioning to a defined contribution plan changes the fundamental nature of who is rewarded by the pension benefit. DB plans reward employees with long service while DC plans pay everyone a similar amount. For example, your current plan costs around 1% of payroll for an age 25 employee. To reproduce the same benefit at age 65, a DC plan would require a contribution of 8.5% of payroll. The straight line starting at age 25 represents the required contribution throughout their career. Peachtree City would not save any money on an age 25 hire until the employee reaches the age of 50. At that age the DB contribution is 8.7% of payroll while the DC contribution remains at 8.5% of payroll. For illustration purposes, the level contribution for an age 45 year old is illustrated as well.

The primary reason for these cost differences is that an individual must save for the age 65 benefit regardless of where they work while Peachtree City is offering the pension benefit conditionally. Peachtree City's contribution is reduced by assumed turnover and mortality. The only employees who will receive the maximum benefit are those who actually work at Peachtree City until retirement.

The graph below illustrates this. The DC line is, at any given age, the constant contribution as a percent of salary required to reproduce the pension you currently provide. The DB line is the variable annual cost at any given age which actuarially funds the retirement benefit. The straight lines illustrate for age 25 and 45 hires, when the costs cross over from the DB benefit being less expensive to when it is more expensive.



Clearly replacing the current DB benefit with a DC benefit while reducing expense will require both a reduction in benefits for your long service employees, and patience because the new program participants, under almost any circumstance will cost more for an extended period.

Why is the current pension expense so high as a percentage of payroll?

The structural cost of your current pension benefit is 5.8% of payroll. This 5.8% represents the value of the benefits accrued during the year. The reasons Peachtree City must make additional contributions arise from several factors:

1. Adverse asset returns and recent wage increases have resulted in higher contributions. In addition you have a \$763,862 difference between the actuarial value of assets and the market value of assets. This will eventually cause increased pension contributions unless you have exceptional investment returns for several years.
2. Pension benefit enhancements also have increased your costs. Specifically, last year the normal retirement for Police and Fire employees was reduced to 55 with 10 years of service. In addition there was an inflation adjustment for retirees.
3. The GMEBS retirement system requires you amortize these costs more quickly than is required by state law. This means that you amortize the actuarial losses and the benefit enhancements more quickly than would otherwise be required. The difference between the GMEBS contribution and the state law contribution was \$13,019 as calculated by Towers Perrin.

What would it cost to Terminate or Suspend your current pension plan?

There are two different approaches to ending the current plan. The first would be to suspend benefit accruals, but continue funding the plan without terminating the plan. This would reduce your contribution to around 2.9% of covered payroll. Without exceptional investment returns this number would increase for several years before you extinguish the unfunded liability.

The second method would eliminate any exposure to future asset returns. This would be to terminate the plan. Unfortunately interest rates are very low at this time. To implement this under the current interest rate environment could increase your required contribution in this year by between 5 and 6 million dollars.

How could we reduce current costs while retaining a pension benefit?

There are two simple ways to reduce current costs while retaining a pension plan. One would be to lower the current benefit formula. Another would be to start requiring employee contributions.

The effect of lowering the benefit formula for future accruals would be an immediate reduction in contributions. Currently 5.8% of your 8.7% contribution is due to benefits accrued during the year. If the pension benefit were modified to 1.5% of Final Average Earnings per year of Service from the current 2% your contribution would reduce to roughly 4.3% and 7.3% respectively.

Another way to reduce costs would be to require employee contributions. While immediately changing this provision would be unpopular with your employees, another way to reduce cost would be to start or phase in employee contributions in future years, or only require contributions for new hires. These changes would not reduce total contributions, but it would change who paid them. The disadvantage would be the administrative burden of tracking employee contributions.

Sincerely,



Clark Weeks, A.S.A.
Consulting Actuary

CW/rwh

ACTECH, INC.

March 12, 2003

Mr. Paul J. Salvatore
 Director of Financial Services
 City of Peachtree City Retirement Plan
 151 Willowbend Road
 Peachtree City, Ga 30269

Re: Evaluation of Georgia Municipal Employees Benefit System (GMEBS)

Dear Mr. Salvatore,

An administrator of pension plans should be evaluated in three primary areas: asset returns & allocations, service level, and expenses. Asset returns and allocations cover the asset allocation (e.g. stocks versus bonds), and whether the returns are acceptable relative to your risk tolerance, benchmarks, and other asset managers. Service Level involves exactly what services are provided (asset management, legal, actuarial, custodial) and how much actual involvement the plan sponsor is required to have for the plan to function properly. Expenses are self-explanatory, i.e. exactly how much is Peachtree City paying for its current level of service.

How does Peachtree City compare to other GMEBS pension clients (using 9/30/2001 figures)?

The best way to explain this is to review the table below. Peachtree City's demographics are different from those of other cities in the system. Since your city has only existed for a relatively short time, your pension plan has not yet matured. The average plan has roughly one quarter of their participants as retirees. That is almost five times as many retirees as Peachtree City relative to your other participants. You are more than twice the size of the average GMEBS plan by headcount.

Your assets exceed the average GMEBS plan by seventy percent. This means you are in the largest fifteen percent of the membership of this system. As your plan matures, it's likely that you will grow to be in the largest five to eight percent.

Based on 2001 annual report

Member Plans	251
Total Participants	27,115
Total Assets	653,000,000

Comparison of Peachtree City to the Average GMEBS Plan

	Average GMEBS Plan	Peachtree City	Percentage Difference
Participants	108	244	126%
Assets	2,601,594	4,362,010	68%
Assets Per Participant	24,083	17,877	-26%

Census Comparison

	GMEBS	Peachtree City
Retired	6,240	12
Terminated Vested	3,399	31
Active	17,476	201
	27,115	244

Census Comparison By Percentage

Retired	23%	5%
Terminated Vested	13%	13%
Active	64%	82%

Other Interesting Facts

Largest Plan (By Assets)	37,460,866	
Peachtree City Rank	37	85% of plans are smaller
Plans over 10 million	10	96% of plans are smaller
Plans under 1 million	130	52% of all plans
Plans between 1 million and Peachtree City	84	33% of all plans

How have Peachtree City's asset returns been relative to other pension funds? What is your asset allocation? What other alternatives are available?

The following table is a comparison of your returns relative to a benchmark portfolio of an investment manager available to plans of your size. It should be emphasized that these returns are actual, but may not be comparable. For example in the last few years a manager who held no stocks, only bonds would have had strong positive returns relative to other managers. The footnotes to these returns need to be understood prior to coming to any conclusions.

Relative Returns

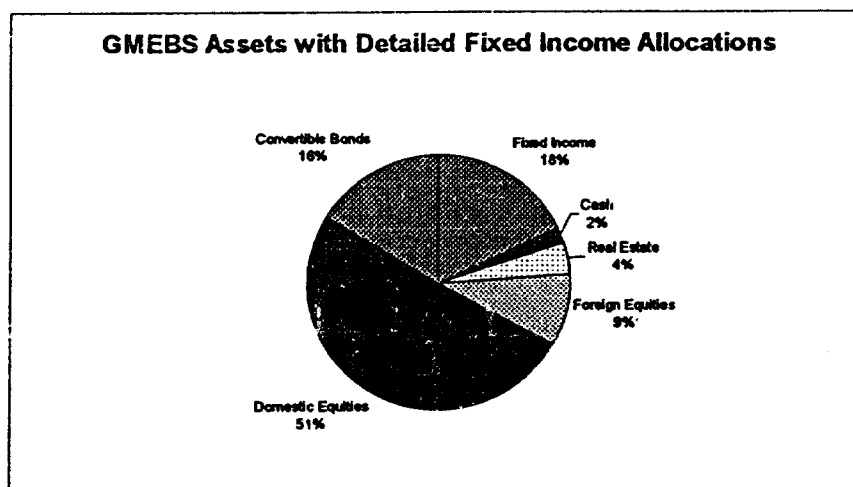
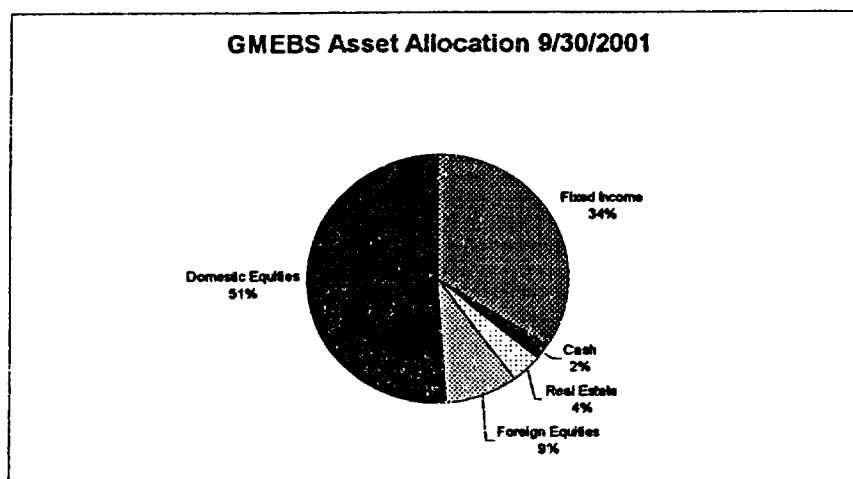
	GMEBS	Comparable Portfolio	Permitted Portfolio
1998	13.73	13.43	12.50
1999	18.56	11.02	13.85
2000	(0.73)	5.90	10.11
2001	(4.53)	(0.28)	0.86
2002	(14.92)	(10.81)	(7.87)
5 yr. Returns	1.69	3.47	5.56

Footnotes:

- 1) No International equities in the permitted portfolio.
- 2) No convertible bonds in either of the two comparable portfolios.
- 3) Lower equity allocation in the permitted portfolio is due to Georgia law for plans of your size.

It should be emphasized that these returns are a comparison of actual returns of the money managers. The GMEBS column is their actual returns, as are the other two columns. The reason there is a comparable portfolio and a permitted portfolio is that the GMEBS system is invested roughly 60% in equities. They are permitted to invest 60% of their assets in equities because they are considered to be a large plan by Georgia law. You as an independent plan could only invest roughly 50% of your assets in

equities. For this reason, the comparable portfolio is 60% equities, the permitted portfolio is 50% equities. It should be noted that the permitted portfolio did not invest in international equities. For this period it is likely that this restriction improved relative returns. Also GMEBS' use of convertible bonds in the bond portfolio coupled with the 60% equity allocation make comparisons a bit misleading. In a bull market their asset allocations would, in most circumstances, result in higher returns than the other portfolios. Note also that the volatility of returns in the GMEBS system is greater. There is a 33.48% difference in returns between the best and worst years, while in the other two portfolios these figures are 24.24 and 21.72 respectively. As expected, the lowest volatility is in the portfolio with the greatest bond allocation. Another advantage of the GMEBS system is that they have economies of scale with asset managers, and can invest in securities otherwise prohibited by Georgia Law (for example real estate). The following two charts describe the current asset allocations (9/30/01) of the GMEBS system.



A few things should be noted about this portfolio relative to what would be available to Peachtree City were you to administer your own plan. First, your fund does not have sufficient size to directly contract with individual investment managers so you would have to hire a manager's manager. Second, you would be unable as an independent plan to allocate more than 50% to equities. Third you would be unable to invest directly in real estate. In recent years these sectors have harmed returns, but that may not be the case in future years. The pie charts were presented to highlight the aggressive nature of the current GMEBS investment portfolio. Even the bond portfolio has an aggressive tilt. Convertible bonds make up almost half of your bond portfolio. Convertible bonds are comprised of two parts, a bond, and a warrant. Warrants are like call options. They are the right to purchase a stock at a fixed price. Clearly a bond which includes the right to purchase the underlying company's stock at a fixed price is more

valuable and will have a lower yield than a bond which does not include this feature. The issuing company benefits because they don't have to pay as high an interest rate on a bond that includes a warrant. The risk from an investor's perspective is that if the company's stock declines in value, so will the convertible bond since the warrant is not as valuable as it once was. In the current market this asset allocation decision has resulted in reduced returns.

What Services does GMEBS provide Peachtree City?

GMEBS is a fairly comprehensive service provider. They provide: actuarial, compliance, audit, and benefit payments services. It is unlikely that any other approach will be as convenient to Peachtree City as your current arrangement. The following is a list of the advantages and disadvantages of using the GMEBS system.

Investments:	GMEBS	Independent Plan
Allocation	More Options	Limited to Stocks and Bonds
Flexibility	None	Unlimited within 50% Equity Limit
Expenses	Lower	Higher
Control	None	Can specify <u>lower</u> equity limit
Actuarial:		
Cost	Equal	Equal
Control	Limited	Tailored to Peachtree City
Administrative:		
Cost	Reasonable	Slightly Higher
Control	Limited	Full
Other:		
Convenience	High	Low

What are Peachtree City's Pension Plan administrative costs and how do they compare to other options?

	Estimated GMEBS	Stand Alone
Money Management	18,800	26,600
Custody	2,400	5,000
Administrative	13,800	5,000
Actuary	2,900	7,000
Total	37,900	43,600
Amount Not Charged Against Investment Return	16,700	17,000

As the above chart indicates, there would be slightly higher expenses were Peachtree City to elect to manage their plan independently. These would primarily come from a lack of economy of scale in the investment side. The estimated costs for a stand-alone plan are estimated average costs. The actual expense could vary by as much as \$5,000. There would be additional transition costs if you did not elect to do it independently. Clearly the cost differential between the two approaches would not be material relative to the overall cost of the plan.

Conclusion

GMEBS is consortium of pension plans which has many conveniences and economies of scale which would be unavailable to most of their clients. As Peachtree City grows these advantages become less valuable. Clearly in the next 5 to 10 years, in all likelihood it would be less expensive to have an independent plan. Today it is a toss up with transitional costs making it slightly more expensive to be an independent plan. However since the costs are so close, your decision should consider other factors such as does Peachtree City want to have more flexibility with actuarial assumptions, or a different asset allocation. These things are unavailable in the current arrangement but would be available were you to have an independent plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Clark Weeks", with a long, sweeping horizontal line extending to the right.

Clark Weeks, A.S.A.
Consulting Actuary

CW/rwh

ACTECH, INC.

March 26, 2003

Mr. Paul J. Salvatore
 Director of Financial Services
 City of Peachtree City Retirement Plan
 151 Willowbend Road
 Peachtree City, Ga 30269

Dear Mr. Salvatore,

RE: Modification of Early Retirement Provision for Police and Fire

As you requested, we have reviewed the cost of changing your early retirement benefit for Police and Fire employees. In spite of the increased current expense, we would recommend you approve this modification. Based on your current actuarial assumptions, adjusted to reflect early retirements, this plan change will cost roughly \$26,000 in increased annual contributions. However the full story is not told by the increased expense. Below is a summary of exactly what the plan modifications are:

Current Early Retirement Benefits:

- Unreduced Pension at Age 55 with 10 years Service.
- Medical Coverage for Employee only until Medicare Eligible at a variable schedule (up to 100% with 25 years of service)
- Payment for unused sick leave (up to 480 hours pay)

Proposed Changes to Early Retirement Benefits

- Current early retirement benefits at age 55 or older would be unchanged
- If an Employee retires with 25 years of service prior to age 55 the early retirement benefits would be:
 1. Unreduced Pension
 2. No Retiree Medical Coverage
 3. No Payment for Unused Sick Leave

Please note that neither before nor after these changes were there any special retirement benefits for Vested Terminations. These benefits are only available for employees that retire from active service.

The increased pension contribution of roughly \$26,000 is deceptive. Current GASB accounting does not permit you to recognize the reduced cost of retiree medical benefits, or sick pay, in the current period, while it does require you to recognize the expected increase in the cost of the pension benefits.

The cash cost of providing retiree medical benefits to an employee with 25 years of service is roughly \$9,000 per year. If the cost reduction of unused sick leave is added to this, clearly the exchange of the unreduced pension benefit for medical coverage and sick pay will result in substantial savings to the City for each employee who elects to take the benefit. Likewise, if no employees take the benefit, your actual cost is zero, and the advance contributions will merely reduce your contributions in future years.

You will need to take the following steps to complete this benefit change:

- 1) Modify section 5 paragraph H of the employee manual to read : 'Payment for accumulated sick leave up to the following maximum will be made upon death or retirement at age 55 or older from the City.' from 'Payment for accumulated sick leave up to the following maximum will be made upon death or retirement from the City.'
- 2) Modify the early retirement provision to be ' The earlier of age 55 and 10 years of service or attainment of 25 years of service' for your police and fire employees in the pension plan.

The documentation you provided of the early retirement medical benefit already references an age 55 requirement, and as such does not appear to require any modification.

Please let me know if you have any further questions.

Sincerely,



Clark Weeks, A.S.A., E.A.
Consulting Actuary

CW/rh

Pam Dufresne

From: Jane Miller
Sent: Wednesday, March 26, 2003 10:36 AM
To: Pam Dufresne
Subject: FW: City Council agenda

Pam, place on the April 3 agenda. "Hear issues with Ashland Grille/Development Authority".

-----Original Message-----

From: Betsy Tyler
Sent: Wednesday, March 26, 2003 9:25 AM
To: Jane Miller
Subject: FW: City Council agenda

-----Original Message-----

From: Bob Stieber [mailto:Bobs@greatfoodlovers.com]
Sent: Wednesday, March 26, 2003 8:05 AM
To: Betsy Tyler
Subject: City Council agenda

Good morning Betsy,

How are you?...Would you please forward this note to Jane Miller, I could not find a specific address for her. Also, my Brother seems to think he has paid for Sunday pouring License so he is going through the check book to make sure.. Thanks!
Bob Stieber

Hi Jane,

I would like an opportunity to speak to the City Council regarding our short time spent at Ashland Grille. I am not asking/demanding anything from Council...just that they hear how we were treated. I believe they will be as disappointed in the DAPC as we were. I will have documents to distribute to members prior to meeting if that is acceptable.

Thank you for your attention in this matter.

Bob Stieber

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members
FROM: Colin Halterman 
DATE: March 28, 2003
SUBJECT: Mayor's Development Philosophies

Mayor Brown will present this agenda item at the Council meeting.